Brownhill Keswick Creek Stormwater Project

Minutes of a meeting of the Brown Hill Keswick Creek Stormwater Interim Board
(Project Steering Group - Chief Executive Officers)

held at 10.00am on Friday April 20 2018 at West Torrens City Council

1. Present:  
   Terry Buss (Chair)  West Torrens City Council  
   Peter Tsokas  City of Unley (present from 10.30am)  
   Klinton Devenish  City of Adelaide  
   Rick Hennig  City of Mitcham  
   Matt Pears  City of Mitcham  
   Michael Salkeld  Project Director

2. Apologies:  
   John Devine (City of Unley), Paul Deb (City of Burnside)

3. Minutes of meeting held March 29, 2018:  
   The minutes were accepted as read, noting that all actions had either been completed or were listed for discussion in the meeting agenda.

4. Discussion items:

4.1 Recruitment of Subsidiary Board Members
   The draft text for the advertisement seeking expressions of interest for the Subsidiary’s Board was discussed. It was agreed that there be no close date in the ad but that the notional close for accepting expressions of interest is to be two weeks after the ad has appeared in the Advertiser. A shorter version of the ad is to be prepared for the Advertiser (where it should appear towards the front of the relevant edition); on Seek and LinkedIn. The longer version can appear on member council and project websites and be circulated to AICD and to Women on Boards.

   Action: M Salked/J Kerr

4.2 Project Execution Plan (PEP)
   Feedback on the PEP is to be provided to M Salkeld. The document has been circulated to the Technical Group, which is to be convened to discuss the technical content of the paper. Bill Lipp has provided input which has been incorporated into the current draft.

   Action: M Salked

4.3 Project Risk Assessment
   Jessica Kirk was thanked for her work on the updated risk assessment document. The matters she raised for further consideration are to be followed up with the technical experts and J Kirk then progressed by M Salkeld.

   Action: M Salked

4.4 South Parklands design tender
   The Interim Board/CEOs formally noted the motion previously circulated and endorsed via email:

   That Unley Council contract with Tonkin Consulting (selected by the Council as the preferred tenderer) for the detailed design of South Park Lands stormwater detention basins (RFT UT170539).

   It was agreed that the costs for the South Parklands works be spread in the budget to reflect the timeframe for implementation of works.

   Action: M Salked

4.5 Hawthorn Creek Reserve upgrade
   It was noted that the City of Mitcham had confirmed via email that work will commence on the Hawthorn Creek Reserve creek upgrade once winter flows have finished. Some costs, approximately $100,000, already paid by Mitcham, are to be invoiced to the project with remaining funds budgeted for this work to be carried forward. M Salkeld will bill the SMA for half the cost of work undertaken to date.

   Action: M Salked/R Hennig
4.6 Development proposal regarding Brown Hill Creek at Everard Park
Further information regarding the proposed works, which would address flooding as per the SMP and the possible purchase of easements, is to be provided to the group before they can make any decision regarding the option of accelerating this work.

Action: J Devine

4.7 RS Membership of the LG Mutual Liability Scheme
It was noted that the Subsidiary has been registered with the Scheme.

4.8 Workplan
It was agreed that, as an early Federal election seems possible, M Salkeld is to add to the workplan an action to follow up with the Commonwealth regarding provision of funding for the project. To assist with this, a prospectus is to be prepared, featuring the current ‘shovel ready’ projects for which funding could be sought – the South Park Lands detention basins, Glenside and the Hawthorn Creek Reserve.

Action: M Salked

Once a response to the letter to Minister Speirs has been received, a meeting is to be sought between the Minister and members of the Interim Board to brief him on the project and to raise the option of a joint approach to the Federal Government.

Action: T Buss

It was agreed that the project works be added to the list of infrastructure projects being compiled by ALGA to use in lobbying for funding.

Action: M Pears

5. Other business:

5.1 Treatment of Depreciation
Advice has been sought from Mark Booth of BRM Holdich. Once it has been received it will be included in the PEP.

6. Next meeting
To be held at 10.00am on Friday May 18

7. Meeting close
The meeting closed at 11.10am