

7 September 2017

**MAYOR
COUNCILLORS
CITY OF MOUNT GAMBIER**

NOTICE is given that the Operational Standing Committee will meet in the following Meeting Room on the day, date and time as follows:

Operational Standing Committee
(Conference Room - Level 1):

Tuesday, 12 September 2017 at 7:30 a.m.

An agenda for the meeting is enclosed.



Mark McSHANE
CHIEF EXECUTIVE OFFICER

AGENDA INDEX

1.	APOLOGY(IES).....	1
2.	CONFIRMATION OF OPERATIONAL STANDING COMMITTEE MINUTES	1
3.	QUESTIONS.....	1
	3.1. With Notice	1
	3.2. Without Notice	1
4.	DEPUTATIONS	1
5.	OPERATIONAL STANDING COMMITTEE REPORTS	2
	5.1. Works In Progress - City Infrastructure - Report No. AR17/32744	3
	5.2. Capital Expenditure Carry Overs from 2016/2017 - Report No. AR17/34863.....	5
	5.3. Asset Revaluations for 2016/2017 Financial Year - Report No. AR17/34972.....	7
	5.4. Review of Environmental Sustainability Sub-Committee Terms of Reference - Report No. AR17/33906.....	10
	5.5. Request to review parking on White Avenue/Shepherdson Road - Report No. AR17/34323	13
	5.6. Rail Trail Extension - Report No. AR17/31864.....	15
	5.7. Tender - Caroline Landfill Cell 2 Capping - Report No. AR17/31862	17
6.	MOTION(S)	20
	6.1. With Notice	20
	6.2. Without Notice	20
7.	CONFIDENTIAL ITEMS	21
	7.1 Consideration for Exclusion of the Public.....	21
	7.4 Consideration for Exclusion of the Public.....	22
	7.7 Consideration for Exclusion of the Public.....	23
8.	REPORT ATTACHMENTS.....	24



AGENDA OF ORDINARY OPERATIONAL STANDING COMMITTEE MEETING

Meeting to be held in the Conference Room, Civic Centre, 10 Watson Terrace, Mount Gambier
on Tuesday, 12 September 2017 at 7:30 a.m.

PRESENT

Mayor Andrew Lee

Cr Christian Greco
Cr Steven Perryman
Cr Des Mutton
Cr Mark Lovett

COUNCIL OFFICERS

General Manager Community Wellbeing	- Ms B Cernovskis
General Manager Council Business Services	- Mrs P Lee
General Manager City Growth	- Dr J Nagy
General Manager City Infrastructure	- Mr N Serle
Manager Governance and Property	- Mr M McCarthy
Team Leader Administration (City Infrastructure)	- Ms S Wilson

WE ACKNOWLEDGE THE BOANDIK PEOPLES AS THE TRADITIONAL CUSTODIANS OF THE LAND WHERE WE MEET TODAY. WE RESPECT THEIR SPIRITUAL RELATIONSHIP WITH THE LAND AND RECOGNISE THE DEEP FEELINGS OF ATTACHMENT OUR INDIGENOUS PEOPLES HAVE WITH THIS LAND.

1. APOLOGY(IES)

Apology(ies) received from Cr I Von Stanke

That the apology from Cr Von Stanke be received.

Moved:

Seconded:

2. CONFIRMATION OF OPERATIONAL STANDING COMMITTEE MINUTES

Meeting held on 8 August 2017

That the minutes of the Operational Standing Committee meeting held on 8 August 2017 be confirmed as an accurate record of the proceedings of that meeting.

Moved:

Seconded:

3. QUESTIONS

3.1. With Notice

Nil submitted.

3.2. Without Notice

4. DEPUTATIONS

Nil



5. OPERATIONAL STANDING COMMITTEE REPORTS

Operational Standing Committee Reports commence on the following page.



5.1. Works In Progress - City Infrastructure - Report No. AR17/32744

COMMITTEE	Operational Standing Committee
MEETING DATE:	12 September 2017
REPORT NO.	AR17/32744
RM8 REFERENCE	AF17/243
AUTHOR	Daryl Morgan
SUMMARY	Update of works that are currently being undertaken and/or completed by the City Infrastructure Department.
COMMUNITY PLAN REFERENCE	Goal 2: Our Location

REPORT RECOMMENDATION
(a) That Operational Standing Committee Report No. AR17/32744 titled ' <i>Works In Progress - City Infrastructure</i> ' as presented to the Operational Standing Committee on 12 September 2017 be noted.

Moved:

Seconded:



Background

Works in progress and works completed are reported on a monthly basis to Council as part of the governance process to ensure planned and budgeted infrastructure works are completed in a timely manner.

Discussion

The following projects have field work currently in progress:

Commenced Tasks	% Completed
• Bishop Road (construction)	90%
• Wireless Road West (footpath construction)	60%
• Street Tree Program	90%
• Margaret Street walkway/toilets	90%
• Elizabeth Street footpath paving (CBD works)	25%

Completed Tasks

- Boandik Terrace blowhole drainage/landscaping works
- Lawrence Street (building demolition)

Conclusion

It is recommended that this report be received and noted for information by Council.

Attachments

Nil



Daryl MORGAN
MANAGER ENGINEERING DESIGN & CONTRACTS



Nick SERLE
GENERAL MANAGER CITY INFRASTRUCTURE

5 September 2017
SW



5.2. Capital Expenditure Carry Overs from 2016/2017 - Report No. AR17/34863

COMMITTEE	Operational Standing Committee
MEETING DATE:	12 September 2017
REPORT NO.	AR17/34863
RM8 REFERENCE	AF16/329
AUTHOR	Gary Button
SUMMARY	A report to the Operational Standing Committee to advise the Work In Progress allocations to be carried over from 2016/2017.
COMMUNITY PLAN REFERENCE	Goal 3: Our Diverse Economy

REPORT RECOMMENDATION
<p>(a) That Operational Standing Committee Report No. AR17/34863 titled '<i>Capital Expenditure Carry Overs from 2016/2017</i>' as presented to the Operational Standing Committee on 12 September 2017 be noted.</p> <p>(b) That the Work In Progress allocations from 2016/2017 as presented with this report be adopted by Council with all amendments made to the 2017/2018 Council Budget.</p>

Moved:

Seconded:



Background

In 2011 Local Government (Financial Management) Regulations 2011 was introduced to assist in providing guidance to councils on various matters including financial accountability. Regulations 7, 9 and 10 provide specific instructions on budgets, review of budgets and reporting on financial results.

Subsequently Council adopted Policy B300 - Budget Reporting and Amendment to provide management with a framework in regard to the following:

- The content, timing and process to be followed for reporting to Council on its performance against budget;
- The scope and conditions associated with the Chief Executive Officer approving variations in activity (that are within the scope of the approved budget allocations) without obtaining Council approval; and
- The process required to be followed as well as general guidelines in relation to the carrying forward of expenditure authority associated with projects included in the budget for the previous year.

Discussion

As part of Council's budget review process for 2017/2018, the introduction of Work in Progress allocations for projects still to be completed from the previous financial year (2016/2017) needs to be introduced.

This interim budget update refers solely to the allocations of the Work in Progress from Council's 2016/2017 capital expenditure program \$1,314,000 which is summarised via Attachment 1.

Conclusion

It is recommended that this report be noted and the Interim Budget Update (Introduction of Work in Progress allocations be adopted by Council.

Attachments

[Attachment 1 \(AR17/34865\): Work In Progress Final Schedule as at 30 June 2017](#)



Gary BUTTON
FINANCE MANAGER



Nick SERLE
GENERAL MANAGER CITY INFRASTRUCTURE

5 September 2017
SW



5.3. Asset Revaluations for 2016/2017 Financial Year - Report No. AR17/34972

COMMITTEE	Operational Standing Committee
MEETING DATE:	12 September 2017
REPORT NO.	AR17/34972
RM8 REFERENCE	AF11/713
AUTHOR	Gary Button
SUMMARY	A report to the Operational Standing Committee to advise of the revaluation of Council's Land, Building and Structures and Infrastructure Assets as at 1 July 2016 for the financial year 2016/2017.
COMMUNITY PLAN REFERENCE	Goal 1: Our People
	Goal 2: Our Location
	Goal 3: Our Diverse Economy
	Goal 4: Our Climate, Natural Resources, Arts, Culture and Heritage

REPORT RECOMMENDATION
<p>(a) That Operational Standing Committee Report No. AR17/34972 titled '<i>Asset Revaluations for 2016/2017 Financial Year</i>' as presented to the Operational Standing Committee on 12 September 2017 be noted.</p> <p>(b) That the valuations as presented with this report be accepted and adopted by Council with all amendments processed as at 1 July 2016.</p>

Moved:

Seconded:



Background

In terms of the 2011 Local Government (Financial Management) Regulations 2011 Section 12 Council is required to undertake a revaluation of all material non-current assets in accordance with the requirements of the Australian Accounting Standard AASB 116. This standard recommends periodic revaluations of between three to five years depending on the volatility of changes in asset values.

Subsequently, Council adopted the following asset revaluation schedule detailed in 'Corporate and Community Services Report 03/2016' dated 23 December 2015:

Category	2016/ 2017	2017/ 2018	2018/ 2019	2019/ 2020	2020/ 2021	2021/ 2022	2022/ 2023	2023/ 2024	2024/ 2025	2025/ 2026
Land	✓	x	x	✓	x	x	✓	x	x	✓
Buildings and Structures	✓	x	x	x	✓	x	x	x	✓	x
Infrastructure	✓	x	✓	x	✓	x	✓	x	✓	x

Legend:

✓ = Full revaluation

x = Interim revaluation based on the building price index (BPI)

Discussion

Council bases the valuation for land owned by Council on the Valuer General's LGA Annual Valuation data that was provided to Council on 6 June 2016 for the 2016/2017 financial year.

Infrastructure revaluations were prepared by Daryl Sexton, in his capacity as the immediate past Director Operational Services.

The basis of these asset category revaluations are in line with previous practice recognised by Council's Audit Committee and external auditors.

In 2016 Council engaged the services of Opteon Property Group via a tender process. Opteon Property Group provided a report dated 21 February 2017 containing the net revaluation of Council's building and structure assets as at 1 July 2016. As part of the end of financial year process for 2016/2017, Council staff reviewed the data and made adjustments based on the fair value and market value assessments of individual properties provided in the report.

As a result of the review of the data provided from the above mentioned sources, the revaluation adjustment for the commencement of the 2016/2017 financial year to the previous year's (2015/2016) carried forward values for adoption by Council are summarised in the following table.

Asset Category	Balance as at 30 June 2016	Balance as at 1 July 2016	Movement +/- in Balance
Land	\$41,617,706	\$51,559,140	+ \$9,941,434
Buildings / Structures	\$88,004,628	\$75,486,084	- \$12,518,544
Infrastructure	\$97,906,112	\$93,556,943	- \$4,349,169
Total/Net Change	\$227,528,446	\$220,602,167	- \$6,926,279



The remaining categories of assets (e.g. Plant and Equipment, Minor Plant, Office Equipment and Library Books and Materials) are not required to be formally revalued and are recorded at cost in accordance with accepted practice. The combined value of these asset categories represents approximately 3.98% of Council's total asset base and therefore their valuations do not have a material impact on the total value of Council's assets. A regular replacement program for these minor asset categories is in place providing a systematic review of their values and useful lives.

Conclusion

It is recommended that this report be noted and the revaluations of Land, Buildings and Structures and Infrastructure asset categories as at 1 July 2016 for the 2016/2017 financial year be adopted by Council.

Attachments

Nil



Gary BUTTON
FINANCE MANAGER



Pamela LEE
GENERAL MANAGER COUNCIL BUSINESS SERVICES

6 September 2017
MT



5.4. Review of Environmental Sustainability Sub-Committee Terms of Reference - Report No. AR17/33906

COMMITTEE	Operational Standing Committee
MEETING DATE:	12 September 2017
REPORT NO.	AR17/33906
RM8 REFERENCE	AF12/377
AUTHOR	Aaron Izzard
SUMMARY	Council requires the Environmental Sub-Committee to review its Terms of Reference. An updated Terms of Reference is attached to this report. Quarterly meetings of the Sub-Committee are recommended.
COMMUNITY PLAN REFERENCE	Goal 4: Our Climate, Natural Resources, Arts, Culture and Heritage

REPORT RECOMMENDATION
<p>(a) That Environmental Sustainability Sub-Committee Report No. AR17/33906 titled '<i>Review of Environmental Sustainability Sub-Committee Terms of Reference</i>' be noted.</p> <p>(b) That Council adopt the updated Environmental Sustainability Sub-Committee Terms of Reference 2017.</p> <p>(c) The Environmental Sustainability Sub-Committee changes its meeting frequency to quarterly, with the ability to call special meetings outside of this timing as required. These meetings should be scheduled for the first Tuesday in February, May, August and November.</p>

Moved:

Seconded:



Background

At the 20 June 2017 Council meeting Council passed the following resolution:

- “(b) That the existing Sub-Committees comprising:*
- Community Engagement and Social Inclusion, and*
 - Environmental Sustainability*
- be affirmed as part of Council’s Decision Making Structure reporting to Council through the Operational Standing Committee.*
- (c) That the Sub-Committees affirmed at resolution (b) shall have no delegation to act with all recommendations being considered and presented through the Operational Standing Committee to Council for final decision and resolution.*
- (d) That the Sub-Committees affirmed at resolution (b) review their Terms of Reference for presentation through the Operational Standing Committee to Council for consideration.*
- (e) That ordinary and/or special meetings of the Sub-Committees affirmed at resolution (b) be scheduled taking into account the availability and convenience of Members of the Sub-Committees.*
- (f) That the Councillor Membership of the Sub-Committees affirmed at resolution (b) shall remain as they are currently.*
- (g) That the Community Membership of the Sub-Committees affirmed at resolution (b) be reviewed by the Sub-Committees for the presentation of recommendations to the Operational Standing Committee and Council to address the filling of vacant positions.”*

As such, the Environmental Sustainability Sub-Committee (ESSC) Terms of Reference (TOR) will be reviewed for presentation through the Operational Standing Committee to Council for consideration.

With regards to community membership of the ESSC, the ESSC has always consisted exclusively of elected members. Having said this, the TOR allows the ESSC to co-opt expert community members on an as-needs basis. This way, expertise can be drawn on for specific topics for a defined period of time.

Discussion

The ESSC TOR were last reviewed and adopted in June 2015. These TOR are being used as a basis for the current review. Only minor changes are being recommended, namely including references to the Community Plan and Council’s new decision making structure.

In terms of timing and frequency of meetings, the way that environmental projects tend to work is that they do not require decisions to be made every month. It is deemed sufficient to have quarterly meetings. If a meeting is required outside of this timing then a special meeting can be called, as outlined in the TOR.

Conclusion

It is recommended that Council adopt the updated ESSC TOR, and also adopt a frequency of quarterly meetings for the ESSC. Members of the ESSC should determine the day of the week and time for the quarterly ESSC meetings.



Attachments

[Attachment 1 \(AR17/34791\): Environmental Sustainability Sub-Committee Terms of Reference 2017](#)



Aaron Izzard
ENVIRONMENTAL SUSTAINABILITY OFFICER



Barbara CERNOVSKIS
GENERAL MANAGER COMMUNITY WELLBEING

29 August 2017
AI



5.5. Request to review parking on White Avenue/Shepherdson Road - Report No. AR17/34323

COMMITTEE	Operational Standing Committee
MEETING DATE:	12 September 2017
REPORT NO.	AR17/34323
RM8 REFERENCE	AF11/1880
AUTHOR	Derek Ferguson
SUMMARY	Installation of no stopping zones at the White Avenue/Shepherdson Road intersection.
COMMUNITY PLAN REFERENCE	Goal 2: Our Location

REPORT RECOMMENDATION
<p>(a) That Operational Standing Committee Report No. AR17/34323 titled '<i>Request to review parking on White Avenue/Shepherdson Road</i>' as presented to the Operational Standing Committee on 12 September 2017 be noted.</p> <p>(b) That the Traffic Impact Statement attached to the Operational Services Committee agenda be endorsed by Council.</p> <p>(c) The City of Mount Gambier pursuant to Ministerial delegation resolves the following:</p> <p>Prohibited Area NO STOPPING 1.1.503</p> <p>WHITE AVENUE (WESTERN SIDE) - from 78.0 metres north of the entrance to Malseed Park to 118 metres north of the said entrance, to apply at all times</p> <p>Prohibited Area NO STOPPING 1.1.504</p> <p>WHITE AVENUE (EASTERN SIDE) - from 10.0 metres to 40.0 metres north of the intersection of Shepherdson Road and White Avenue, to apply at all times</p> <p>to be effective on the installation of appropriate signage.</p>

Moved:

Seconded:



Background

The Department of Planning Transport and Infrastructure (DPTI) has been in contact with the City of Mount Gambier to review parking at the White Avenue/Shepherdson Road intersection following a crash that involved 4 cars.

Discussion

Council staff have attended onsite with DPTI representatives and determined that the installation of no stopping zones on White Avenue will assist in alleviating concerns regarding traffic safety in the area.

Conclusion

On the basis of improved safety it is recommended that no stopping zones be installed at this location.

Attachments

[Attachment 1 \(AR17/34442\): Request from DPTI to review parking on White Avenue/Shepherdson Road](#)

[Attachment 1 \(AR17/34741\): Traffic Impact Statement - White Avenue](#)



Derek FERGUSON
TEAM LEADER GENERAL INSPECTOR



Dr Judy NAGY
GENERAL MANAGER CITY GROWTH

5 September 2017
SW



5.6. Rail Trail Extension - Report No. AR17/31864

COMMITTEE	Operational Standing Committee
MEETING DATE:	12 September 2017
REPORT NO.	AR17/31864
RM8 REFERENCE	AF15/343
AUTHOR	Daryl Morgan
SUMMARY	This report is an information item to Council on the next stage of the Rail Trail development. Council has funds in the 2017/18 work budget to develop the next stage of the rail trail and this report outlines the extent of works.
COMMUNITY PLAN REFERENCE	Goal 2: Our Location

REPORT RECOMMENDATION
<p>(a) That Operational Standing Committee Report No. AR17/31864 titled '<i>Rail Trail Extension</i>' as presented to the Operational Standing Committee on 12 September 2017 be noted.</p> <p>(b) That Council develop the next stage of the rail trail in accordance with the available budget and as per the listed works identified in this report.</p>

Moved:

Seconded:



Background

Council has an allocation in the 2017/18 budget of \$250,000 for extension of the rail trail. This allocation was provided in the budget as a result of the success of the first stages of the rail trail that provided a shared walking/cycling path from Pick Avenue in the east, all the way through to White Avenue in the west.

This budget allocation will see the extension of this path network further to the west of White Avenue and is a project that is clearly referenced in the Community Plan.

Discussion

In addition to the \$250,000 budget amount, Council has recently received \$40,000 as part of the State Government Bicycle Funding Program to assist with providing linkages to the existing rail trail particularly in the Hastings Cunningham / Shepherdson Road area.

Council also submitted an application for a further \$250,000 as part of the State Government Planning and Development Fund Grant Program. Unfortunately, Council's application this time for this project was not successful and the feedback provided to Council was that there were a record number of applications (66) which exceeded the available funding.

However, Council has now a total budget of \$290,000 for the following works:

- construct linkages from the existing rail trail through to Hastings Cunningham Reserve / Shepherdson Road
- extend the existing rail trail in a westerly direction from White Avenue through to Jubilee Highway West (1650m)

Conclusion

Council's combined budget allocation of \$290,000 be utilised to achieve the following works:

- construct linkages from the existing rail trail through to Hastings Cunningham Reserve / Shepherdson Road
- extend the existing rail trail in a westerly direction from White Avenue through to Jubilee Highway West (1650m)

Attachments

Nil



Daryl MORGAN
MANAGER ENGINEERING DESIGN & CONTRACTS



Nick SERLE
GENERAL MANAGER CITY INFRASTRUCTURE

4 September 2017
SW



5.7. Tender - Caroline Landfill Cell 2 Capping - Report No. AR17/31862

COMMITTEE	Operational Standing Committee
MEETING DATE:	12 September 2017
REPORT NO.	AR17/31862
RM8 REFERENCE	AF17/271
AUTHOR	Daryl Morgan
SUMMARY	This report deals with the recent public tender for the capping of cell 2 at Caroline Landfill. The works form part of Council's 2017/18 works program and have been budgeted for to the value of \$1M. The one conforming tender received from Gambier Earth Movers falls within Council's budget.
COMMUNITY PLAN REFERENCE	Goal 2: Our Location

REPORT RECOMMENDATION

- (a) That Operational Standing Committee Report No. AR17/31862 titled '*Tender - Caroline Landfill Cell 2 Capping*' as presented to the Operational Standing Committee on 12 September 2017 be noted.
- (b) That Council accept the tender from Gambier Earth Movers for the capping of Cell 2 Caroline Landfill for the lump sum fee of \$792,404 + gst.
- (c) That Council engage local contractors Southern Testing Laboratories to undertake the level 1 geotechnical testing on a fee for service basis (hourly rate).
- (d) That Council engage Environmental consultants AECOM to prepare the 3rd party Quality Assurance (QA) Plan as required by the South Australian Environmental Agency.

Moved:

Seconded:



Background

Council has an allocation of \$1M in its 2017/18 budget for the capping of part of Cell 2 - Caroline Landfill. This allocation was determined based on previous capping works at Caroline Landfill and predicted pricing increases for the various components of works that are relevant to this tender. I.e. the square metre rate for clay capping from last tender period was used as a base rate and then a percentage was applied to take into account increases in the following components;

- materials (clay, soil, subsoil)
- labour
- plant hire
- fuel
- mobilisation
- engineering requirements
- market forces

The works involve the preparation and placement of a 0.6m compacted clay layer together with a 1.0m layer of subsoil / topsoil to the top of the landfill cell to an approximate area of 12,130m².

Council has recently called tenders from suitably qualified contractors, for the capping of the cell as per the requirements of the South Australian Environment Protection Agency (SAEPA) for landfill construction.

In addition to the works of this contract, Council is also required as part of the license conditions for landfill construction works, to engage an independent geotechnical consultant to undertake level 1 supervision for all construction works, as well as prepare a Quality Assurance report (by a 3rd party) to the satisfaction of the SAEPA.

Tenders were advertised for a period of 5 weeks on the SA Tenders and contracts website, the Council's website and also in the local newspaper, for the capping of cell 2.

At the close of tenders only 1 conforming tender was received from local earth moving company Gambier Earth Movers.

Discussion

Local earth moving contractor - Gambier Earth Movers submitted a conforming tender for the capping of cell 2 for a lump sum price of \$796,404 + gst. (which is within the budget amount of \$1M)

A tender assessment was undertaken on the Gambier Earth Mover's submission using Council's tender assessment form with this assessment returning a score of 92/100.

Gambier Earth Movers are extremely experienced in landfill construction and capping works and have previously completed cell 1,2,3A,3B construction and cell 1/2 capping works at Caroline Landfill and are suitably resourced to complete these works as per the tender requirements.

In previous projects, Council has engaged local contractor Southern Testing Laboratories to undertake the level 1 supervision component of the works on an hourly rate. This arrangement has proven very effective and has satisfied the SAEPA in regards to independent supervision of landfill works.

Council receives a discounted rate by engaging Southern testing as this firm also undertake the material / compaction testing component of the works for Gambier Earth Movers.



Southern Testing laboratories are the only local Nationally Accredited Testing Authority (NATA lab) approved to undertake soil testing works required as part of this contract. Whilst Council cannot insist that GEM use another NATA laboratory for their component of works, Council can however utilise another firm but is likely to pay a higher fee because of mobilization / accommodation costs and also miss out on the discounted rate for not using the same sub contractor as GEM. The likely cost of this component of works is approximately \$70,000.

Council has also utilised the services of its landfill consultant AECOM (formerly URS) to undertake the preparation of the QA report. AECOM are extremely experienced in this form of work, have the site history and have a good relationship with the SA EPA. Given AECOM also prepare the ground water monitoring reports for Council on the landfill sites, and they understand the complexities of the site, it will be recommended that Council engage AECOM to prepare the QA report for this project.

Should council wish to tender out this component of the works, there is possibly other environmental consultants that would be able to undertake this work, however Council is likely to pay a premium for the consultant needing to come up to speed with the site history and background work. The value of knowing the site history should not be underestimated as the site history is extremely complex and requires a sound and detailed engineering knowledge of landfilling practices and associated environmental regulations relevant to this geology.

The likely cost if this component of works is approximately \$45,000

Conclusion

Given that the conforming tender submission from Gambier Earth Movers for Tender AF17/271 Capping of Cell 2 Caroline Landfill is within budget and the contractor has previous experience with the capping and construction of landfill cells, it will be recommended that Council enter into a contract with Gambier Earth Movers for the capping of Cell 2 Caroline Landfill under the terms and conditions set out in Tender AF17/271, and also engage Southern Testing laboratories to undertake the level 1 supervision and AECOM to prepare the Quality Assurance report in order to satisfy the SA EPA requirements.

Attachments

Nil



Daryl MORGAN
MANAGER ENGINEERING DESIGN AND CONTRACTS



Nick SERLE
GENERAL MANAGER CITY INFRASTRUCTURE

5 September 2017
SW



6. MOTION(S)

6.1. With Notice

Nil Submitted

6.2. Without Notice



7. CONFIDENTIAL ITEMS

7.1 Consideration for Exclusion of the Public

Item No. 7.2

Cr moved that the following Agenda Item be received, discussed and considered in confidence by excluding the public pursuant to Section 90(2) of the Local Government Act 1999, and an order be made that the public (with the exception of Mayor A Lee, Councillors - C Greco, M Lovett, J Lynagh, S Meziniec, F Morello, D Mutton, S Perryman, H Persello and P Richardson and Council Officers - M McShane, B Cernovskis, P Lee, J Nagy, N Serle, M McCarthy and S Wilson) be excluded from the meeting in order for the Agenda Item '*Sale of Land for non-payment of Rates - Report No. AR17/31728*' to be considered in confidence.

The Operational Standing Committee is satisfied that, pursuant to section 90(3)(a) of the Act the information to be received, discussed or considered in relation to this Agenda Item is:

- information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead), being information regarding the property of a ratepayer that Council is proposing to commence a sale process in accordance with Section 184 of the Act for the non payment of rates.

The Council is satisfied that the principle that the meeting be conducted in a place open to the public has been outweighed in the circumstances by the need to keep the personal financial information and discussion confidential whilst the matter is being settled.

Item No.	Subject Matter	S90(3) Grounds
7.2	Sale of Land for non-payment of Rates - Report No. AR17/31728	(a)

Moved:

Seconded:



7.4 Consideration for Exclusion of the Public

Item No. 7.5

Cr moved that the following Agenda Item be received, discussed and considered in confidence by excluding the public pursuant to Section 90(2) of the Local Government Act 1999, and an order be made that the public (with the exception of (with the exception of Mayor A Lee, Councillors - C Greco, M Lovett, J Lynagh, S Mezinac, F Morello, D Mutton, S Perryman, H Persello and P Richardson and Council Officers - M McShane, B Cernovskis, P Lee, J Nagy, N Serle, M McCarthy and S Wilson) be excluded from the meeting in order for the Agenda Item '*Sale of Land for non-payment of Rates - Report No. AR17/31762*' to be considered in confidence.

The Operational Standing Committee is satisfied that, pursuant to Section 90(3)(a) of the Act the information to be received, discussed or considered in relation to this Agenda Item is:

- information the disclosure of which would involve the unreasonable disclosure of Information concerning the personal affairs of any person (living or dead), being information regarding the property of a ratepayer that Council is proposing to commence a sale process in accordance with Section 184 of the Act for non payment of rates.

The Council is satisfied that the principle that the meeting be conducted in a place open to the public has been outweighed in the circumstances by the need to keep the personal financial information and discussion confidential whilst the matter is being settled.

Item No.	Subject Matter	S90(3) Grounds
7.5	Sale of Land for non-payment of Rates - Report No. AR17/31762	(a)

Moved:

Seconded:



7.7 Consideration for Exclusion of the Public

Item No. 7.8

Cr moved that the following Agenda Item be received, discussed and considered in confidence by excluding the public pursuant to Section 90(2) of the Local Government Act 1999, and an order be made that the public (with the exception of (with the exception of (with the exception of Mayor A Lee, Councillors - C Greco, M Lovett, J Lynagh, S Mezinac, F Morello, D Mutton, S Perryman, H Persello and P Richardson and Council Officers - M McShane, B Cernovskis, P Lee, J Nagy, N Serle, M McCarthy and S Wilson) be excluded from the meeting in order for the Agenda Item '*Sale of Land for non-payment of Rates - Report No. AR17/31763*' to be considered in confidence.

The Operational Standing Committee is satisfied that, pursuant to Section 90(3)(a) of the Act the information to be received, discussed or considered in relation to this Agenda Item is:

- information the disclosure of which would involve the unreasonable disclosure of Information concerning the personal affairs of any person (living or dead), being information regarding the property of a ratepayer that Council is proposing to commence a sale process in accordance with Section 184 of the Act for the non payment of rates.

The Council is satisfied that the principle that the meeting be conducted in a place open to the public has been outweighed in the circumstances by the need to keep the personal financial information and discussion confidential whilst the matter is being settled.

Item No.	Subject Matter	S90(3) Grounds
7.8	Sale of Land for non-payment of Rates - Report No. AR17/31763	(a)

Moved:

Seconded:

Meeting closed at p.m.

AR17/35003



8. REPORT ATTACHMENTS



WORK IN PROGRESS SCHEDULE**As at 30th June, 2017****Final Schedule**

Acc. No.	Description	Amount \$
	Operating	
	Nil	0
	Capital	
7500.5002	Civic Centre Flytower	73,000
7570.5171	Bus Shelters	29,000
7640.5401	City Hall Re-Development (Commercial Kitchen)	12,000
7650.5557	Main Corner Integration	8,000
7660.5601	Tourism Signage Strategy	90,000
7670.5704	Materials Recovery Centre	100,000
7670.5704	Waste Transfer Centre (For Materials Recovery Centre)	45,000
7680.5803	Crater Lakes Area	58,000
7680.5810	Renewal of Assets (For Rail Trail)	120,000
7680.5811	Railway Lands - Activation Infrastructure	15,000
7680.5811	Railway Lands - Telegraph Poles	5,000
7680.5811	Margaret Street Walkway	60,000
7680.5812	Old Hospital Site	75,000
7740.6401	Depot - Capital Projects	5,000
7800.0999	Elizabeth Street Drainage Upgrade	40,000
7900.3999	Boundary Roads Program (Bishop Road)	152,000
7900.3999	CBD Renewal Works	400,000
7900.3999	Roads to Recovery Program	27,000
TOTAL EXPENDITURE		1,314,000

5-Sep-17

Ref. AF16/329 GB



Environmental Sustainability Sub-Committee

TERMS OF REFERENCE

A Sub-Committee of Council Established
pursuant to the provisions of Section 41
of the Local Government Act 1999.

Terms of Reference for the conduct of the business of the Council Sub-Committee were approved and adopted by the City of Mount Gambier at its meeting held on ##th Month 2017.

Environmental Sustainability Sub-Committee

The Environmental Sustainability Sub-Committee has been established to:

- Assist Council achieve its environmental sustainability goals and objectives
- Provide advice to Council, staff and community on sustainability including assistance with assessment of projects and initiatives against Council's adopted Natural Step Framework.
- Monitor achievements in environmental sustainability against the adopted Strategic Plan, Annual Business Plan and Budget.
- Promote environmental sustainability to the organisation and community.
- Develop programs and activities that fit the Natural Step Framework and submit to the Operational Standing Committee and Council for consideration.

Environmental Sustainability Sub-Committee

CONTENTS

1.	Name	1.
2.	Interpretation	1.
	Definition	1.
	Defined Terms	1.
	Local Government Act	1.
	Notices	2.
3.	Establishment	2.
4.	Objectives	2.
5.	Membership	2.
6.	Casual Vacancies and Replacement of Representatives	2.
7.	No Proxy	3.
8.	Resignation of Representatives	3.
9.	Quorum	3.
10.	Meeting of the Sub-Committee	3.
11.	Procedures at Meetings	4.
12.	Liability of the Sub-Committee	4.
13.	Minutes of the Sub-Committee	4.
14.	Amendments to these Terms of Reference	5.
15.	Interpretation of these Terms of Reference	5.
16.	Winding Up	5.

1. NAME

The name of the Council Sub-Committee shall be the Environmental Sustainability Sub-Committee (in these Terms of Reference referred to as “the Sub-Committee”).

2. INTERPRETATION

For the purpose of these Terms of Reference, unless inconsistent with the subject matter or context: -

2.1 Definition

- 2.1.1 “Act” means the Local Government Act 1999 and includes all Regulations and Schedules.
- 2.1.2 “Sub-Committee” means the Sub-Committee of Council established pursuant to 3.0.
- 2.1.3 “Sub-Committee Member” means the person appointed by the Standing Committee.
- 2.1.4 “Commencement Date” means the date on which the Sub-Committee is established and becomes operative pursuant to 3.2.
- 2.1.5 “Council” means the City of Mount Gambier.
- 2.1.6 “Presiding Member of the Sub-Committee of Council” means the person appointed to that position pursuant to 5.3.
- 2.1.7 “Observers” means those persons attending any meeting of the Sub-Committee of Council, but not having a vote on any matter to be determined by the Sub-Committee and not having been appointed as Members.
- 2.1.8 “Singular” includes a reference to the “plural”.
- 2.1.9 Standing Committee means the Committee to which the Sub-Committee reports.

2.2 Defined Terms

Any words, phrases or terms used in these Terms of Reference that are defined in the Act shall have the same meaning as are given in the Act.

2.3 Local Government Act

The Terms of Reference shall be interpreted in line with the provisions of the Act.

2.4 Notices

All communication to be given to the Sub-Committee shall be addressed to: -

Environmental Sustainability Sub-Committee
PO Box 56
MOUNT GAMBIER SA 5290
Email: city@mountgambier.sa.gov.au

3. ESTABLISHMENT

- 3.1 The Sub-Committee is established under Section 41 of the Local Government Act 1999.
- 3.2 The Sub-Committee will be established and become operative from the time a resolution of the Standing Committee is passed.
- 3.3 The Sub-Committee is established by the Standing Committee to assist in the co-ordination and administration of environmentally sustainable practices.

4. OBJECTIVES

- 4.1 The Sub-Committee is created for the express purpose of assisting the Standing Committee to develop and implement a range of environmental sustainability initiatives and programs that are aligned to Councils strategic management framework.

5. MEMBERSHIP

- 5.1 Membership of the Sub-Committee will comprise three (3) City of Mount Gambier Elected Members. The Mayor has Ex-Officio membership on this Sub-Committee.
- 5.2 City of Mount Gambier Elected Members will serve on the Sub-Committee for a term determined at the pleasure of Council.
- 5.3 The Sub-Committee has the right to co-opt individual Members and/or community members who have special expertise to carry out specific projects under its objective. Such co-opted Sub-Committee Members have the right to attend meetings and participate in discussion and will have no voting rights on the Sub-Committee.
- 5.4 Notwithstanding Clauses 5.1 and 5.3 all Sub-Committee Members hold office at the pleasure of the Council.
- 5.5 The Sub-Committee will appoint a Presiding Member.
- 5.6 If a Sub-Committee Member is absent from two (2) or more consecutive meetings of the Sub-Committee without an apology accepted by the Standing Committee and Council then that Sub-Committee Members position shall be considered vacant.
- 5.7 The Standing Committee reserves the right not to appoint any nominee, to remove and replace any Sub-Committee Member, or to leave any Sub-Committee member position vacant.

6. CASUAL VACANCIES AND REPLACEMENT REPRESENTATIVES

- 6.1 The Standing Committee may replace any Member on the Sub-Committee or fill any casual vacancies, by notifying the Sub-Committee the identity of the person proposed to replace the representative or fill the casual vacancy.

7. NO PROXY

- 7.1 The appointment of a person as proxy for any Member on the Sub-Committee is not permissible.

8. RESIGNATION OF REPRESENTATIVES

- 8.1 Any Sub-Committee Member may resign from the Sub-Committee, but such resignation shall not be effective until the Presiding Member has received written notice to that effect.

9. QUORUM

- 9.1 At all Meetings of the Sub-Committee a quorum must be present.
- 9.2 A quorum will be determined by dividing by 2 the number of Members formally appointed to the Sub-Committee ignoring any fraction and adding 1 (excluding Mayor as ex-officio).

10. MEETINGS OF THE SUB-COMMITTEE

- 10.1 The Sub-Committee shall meet as and when determined by the Presiding Member.
- 10.2 The CEO or his appointee shall give notice to each Sub-Committee Member at least five clear days prior to any meeting.
- 10.3 The CEO or his appointee shall send a copy of the notice of a meeting and minutes of the Sub-Committee to the Standing Committee.
- 10.4 The CEO or his appointee must, at the request of the Presiding Member or three other Members, call a special meeting of the Sub-Committee.
- 10.5 All notices of meetings shall be issued by the CEO or his appointee.
- 10.6 No business shall be transacted at any meeting of the Sub-Committee unless a quorum of Members is present.
- 10.7 Each Member of the Sub-Committee including the Presiding Member present at any meeting of the Sub-Committee must vote on any matter requiring determination and all decisions shall be decided on a simple majority of votes cast.
- 10.8 Each Member of the Sub-Committee including the Presiding Member present at any meeting of the Sub-Committee shall have one deliberate vote only.

11. PROCEDURES AT MEETINGS

- 11.1 The procedure to be observed in relation to the conduct of meetings of the Sub-Committee is in accordance with Local Government (Procedures at Meetings) Regulations 2013.

12. LIABILITY OF THE SUB-COMMITTEE

- 12.1 A liability incurred by the Sub-Committee rests against Council.
- 12.2 No liability attaches to a Member of the Sub-Committee for an honest act or omission by that Member of the Sub-Committee in the performance or discharge, or purported performance or discharge, of the Member's or the Sub-Committee's functions or duties.
- 12.3 All members of the committee are bound by the Code of Conduct section 63 of the Local Government Act 1999.

13. MINUTES OF THE SUB-COMMITTEE

13.1 Administration

- 13.1.1 The CEO or his appointee must cause minutes to be kept of the proceedings of the Sub-Committee.
- 13.1.2 Minutes of the Sub-Committee shall be available to all Members of the Sub-Committee, Standing Committee, Council and the public.
- 13.1.3 The Minutes of the proceedings of a meeting must include:
- 13.1.3.1 the names of the Members present and the time at which they entered or left the meeting;
 - 13.1.3.2 the names of observers or visitors to any meetings;
 - 13.1.3.3 every motion or amendment and the names of the mover and seconder;
 - 13.1.3.4 any disclosure of interest declared by a Member;
 - 13.1.3.5 whether the motion or amendment is carried, lost or lapsed;
 - 13.1.3.6 Minutes of the Sub-Committee Meeting shall be distributed within 5 days of the meeting;
 - 13.1.3.7 Minutes of the Sub-Committee Meeting shall be submitted for confirmation at the next meeting of the Sub-Committee and if confirmed, shall be signed by the Presiding Member or other person presiding at the subsequent meeting.

14. AMENDMENTS TO THESE TERMS OF REFERENCE

14.1 It will be lawful for the Standing Committee by resolution of the Standing Committee to revoke, vary or add to any of the provisions of these Terms of Reference at its own discretion within the parameters of the Local Government Act and other relevant legislation.

14.2 Notwithstanding 13.1 hereof before the Standing Committee resolves to revoke, vary or add to any of the provisions of these Terms of Reference the opinion of the Sub-Committee shall be obtained.

15. INTERPRETATION OF THESE TERMS OF REFERENCE

15.1 Should there be any dispute as to the definition and/or interpretation of these Terms of Reference, or any part thereof or any irregularities whatsoever, then the Standing Committee shall determine the dispute and the decision of the Standing Committee shall be final and binding.

16. WINDING UP

16.1 The Standing Committee may cease the operation of the Sub-Committee and the Sub-Committee may make such recommendation to the Standing Committee on the completion of its function.

Sally Wilson

From: Sally Wilson
Sent: Friday, 1 September 2017 12:03 PM
To: Sally Wilson
Subject: White Ave / Shepherdson Rd junction : Review parking

From: Overall, Jeff (DPTI) [<mailto:Jeff.Overall@sa.gov.au>]
Sent: Tuesday, 18 July 2017 3:59 PM
To: Daryl Morgan
Cc: Nick Serle; Wilson, Tim (DPTI)
Subject: White Ave / Shepherdson Rd junction : Review parking

Good Afternoon Daryl,

DPTI recently responded to a Media enquiry regarding a four car crash that occurred at the White Avenue/Shepherdson Road junction during the Tenison Woods College morning peak period.

I have been asked to work with Council to review the parking immediately adjacent to the junction so as to decongest the junction and provide adequate sight distance.

Parking along the north-western side of White Ave immediately adjacent to the junction should also be reviewed and altered to allow sufficient width for vehicles to pass along the left hand side of vehicles turning right into Shepherdson Road.

As you are aware Council are responsible for the management of on-street parking.

Can you please review the parking, particularly during peak periods and implement permanent or timed parking restrictions if required.

Happy to meet on-site if required.

Regards

Jeff Overall

Senior Asset Enhancement Officer
Road and Marine Assets
Department of Planning, Transport and Infrastructure
T 08 7223 6071 (26071) • M 0417 084 067 • E jeff.overall@sa.gov.au
14 Butler Terrace NARACOORTE SA 5271
www.dpti.sa.gov.au



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We acknowledge and respect Aboriginal peoples as South Australia's first peoples and nations, we recognise Aboriginal peoples as traditional owners and occupants of land and waters in South Australia and that their spiritual, social, cultural and economic practices come from their traditional lands and waters; and they maintain their cultural and heritage beliefs, languages and laws which are of ongoing importance; We pay our respects to their ancestors and to their Elders.

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TRAFFIC IMPACT STATEMENT

Installation of a No Parking Zone White Avenue

Part A - Traffic Management

It is the view of the undersigned that the installation of no stopping zones on White Avenue will not be detrimental to traffic management in the area.

Part B - Road Safety Effects

It is anticipated that the proposal will not have any negative impacts on road safety.

Conclusion

In the opinion of the undersigned, the installation of no stopping zones on White Avenue will not have negative impacts on traffic management or road safety and is therefore deemed appropriate for the area.



Daryl MORGAN
MANAGER ENGINEERING DESIGN & CONTRACTS

4 September 2017

No Parking Zones - White Avenue



Plot Date: 1 September 2017

