

CORPORATE AND COMMUNITY SERVICES COMMITTEE

Minutes of Meeting held at the Committee Room, Level 4, Civic Centre, 10 Watson Terrace, Mount Gambier on Tuesday, 10th June, 2014 at 6.00 p.m.

PRESENT: Cr J A Maher (Presiding Member)
Cr P G Richardson, Cr A Lee, Cr A T Smith and Cr H Persello

APOLOGY: Nil

COUNCIL OFFICERS: Chief Executive Officer, Mark McShane
Director - Corporate Services, Grant Humphries
Governance Officer, Michael McCarthy
Finance Manager, Gary Button
Manager Community Services and Development, Barbara Cernovskis
Administration Officer, Fiona McGregor

COUNCIL MEMBERS
AS OBSERVERS: Cr I Von Stanke, Cr M White

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.

MINUTES: Cr Richardson moved that the minutes of the previous meeting held 13th May, 2014 be taken as read and confirmed.

Cr Smith seconded

Carried

QUESTIONS:

- (a) With Notice - Nil received
- (b) Without Notice – Nil submitted

1. FINANCIAL STATEMENT – as at 31st May, 2014

Goal: Governance

Strategic Objective: Demonstrate innovative and responsive organisational governance.

Cr Richardson moved it be recommended the financial statement as at 31st May, 2014 be received.

Cr Smith seconded

Carried

2. STRATEGIC MANAGEMENT - Internal - Corporate and Community Services Committee - Business Arising Table - Ref. AF11/1900

Goal: Governance

Strategic Objective: Develop an improved means of communication and engagement between Council and the community (including vulnerable communities) in the building of community capacity.

Cr Richardson moved it be recommended that the Business Arising Schedule be recorded for information.

Corporate and Community Services Committee Minutes, Tuesday 10th June, 2014 cont'd...

| Date of Motion | Subject Matter | Action Required | Responsibility | Status | Comments |
|---|---|---|--|-------------|---|
| CORPORATE AND COMMUNITY SERVICES | | | | | |
| 20/11/2012 | Establishment of City Development Framework | | Chief Executive Officer | In Progress | <ul style="list-style-type: none"> City Development Framework Sub-Committee established December 2013 to oversee project. Professor John Martin engaged by Council Draft Futures Paper being prepared, Professor John Martin in Mount Gambier 12 - 16th May, 2014. May/June 2014 - consultation to commence to develop strategies. |
| 20/08/2013 | Umpherston Sinkhole | <ul style="list-style-type: none"> Expressions of Interest Process Council Report | Governance Officer | In Progress | Negotiations continuing with potential operator. |
| 17/09/2013 | China Relationship | Further investigations/members workshop | Chief Executive Officer | In Progress | <ul style="list-style-type: none"> Initial workshop held Regional workshop scheduled on 5th December Members Informal workshop on 6th December Further workshop scheduled for 19th February 2014. Council Report and resolution in March to proceed to further investigation. Members Workshop with Sean Keenihan - 12th June, 2014 |
| 17/09/2013 | Smoke Free areas | Implementation of | Operational Services, Governance Officer, Manager Community Services and Development | In Progress | Internal Review and report to be developed. |
| 17/12/2013 | Display of Aboriginal and Torres Strait Islander Flags in the Council Chamber | Engagement with stakeholders and establishing a process | Manager Community Services and Development | In Progress | <ul style="list-style-type: none"> Statement of Commitment presented to Council Ongoing planning with Pangula Mannamurna, Burrandies, Aboriginal Corporation and Elders Group. Date to be confirmed for Ceremony. |
| 18/3/2014 | Men's Shed | Convene Project Group to finalise arrangements for Men's Shed at Council Depot Site. | Chief Executive Officer, Governance Officer, Director - Operational Services | In Progress | <ul style="list-style-type: none"> Project Group convened. Lease document finalised. Work to commence July pending 2014/ 2015 Budget. |

| OPERATIONAL SERVICES | | | | | |
|----------------------|--|--|---------------------------------|-------------|--|
| 17/09/2013 | Regional Development Assessment Panels | Support the focus of the proposal and review the recommendations at a later date | Strategic Project Officer | Ongoing | Waiting for outcomes of investigation by SELGA |
| 15/10/2013 | Desktop Analysis of Strategic Plan | Relevant sections of Strategic Plan - Beyond 2013 and the Corporate Plan 2012 be provided to relevant Committees, Members and Staff (subject to reviewing the responsibility matrix) | Strategic Project Officer | Completed | Review has been completed |
| 11/02/2014 | Installation of Loading Zone - Lady Nelson Carpark | Arrange installation of Loading Zone | Team Leader - General Inspector | In Progress | Signage installed, line marking in progress |
| 11/02/2014 | Grant of easement - Botanic Park | Consent be given to the granting of easements | Governance Officer | In Progress | Awaiting registration of easements |
| 18/03/2014 | South East Animal Welfare League | Enter into a joint funding agreement with South East Animal Welfare League and District Council of Grant for a five (5) year term | Director - Operational Services | In Progress | With Governance Officer |
| 15/04/2014 | Community Land Management Plans | Place draft Community Land Management Plans on public exhibition | Director - Operational Services | Completed | Refer to item to agenda |
| 15/04/2014 | Playground construction - John Powell Drive Reserve | Proceed with the construction of major elements of this plan in accordance with budget allocation | Engineering Manager | In Progress | <ul style="list-style-type: none"> • SMB Civil have been engaged to commence the following works: <ul style="list-style-type: none"> - Sand pit - Perimeter path - Concrete lined rock pools / water fall area • Rotary are building a pedestrian bridge, meetings with Community groups to look at what works they can achieve. |
| 20/05/2014 | Caroline Landfill Monitoring proposal 2015/2017 | Further investigation into costs for this function | Director - Operational Services | Completed | Refer to item to agenda |
| 20/05/2014 | Access over Council Reserve (Asset No. 533) - Hawkins Road | Advise applicant that Council supports a right of way with easements | Director - Operational Services | Completed | Letter sent on 21/05/2014 |
| 20/05/2014 | Chamber of Commerce - request for alteration to parking restrictions | Advise Chamber of Commerce that Council is agreeable to trial and refer formal resolutions to June OPS meeting | Director - Operational Services | Completed | Refer to item to agenda |
| 20/05/2014 | Establishment of Bicycle Lanes | Advise residents of resolution and implement adjusted bicycle lanes | Engineering Manager | Completed | Residents advised by letterbox drop, implementation of adjusted bicycle lanes are in progress |
| 20/05/2014 | Supply and delivery of motor vehicle (unit 123) | Advise successful (Barry Maney Ford) and unsuccessful tenderers | Director - Operational Services | Completed | All correspondence has been issued |

Cr Persello seconded

Carried

3. **GOVERNANCE - Committees – City Development Framework Sub-Committee – Minutes of Meeting held on 13th May, 2014 - Ref. AF13/486**

Goal: Governance

Strategic Objective: Demonstrate innovative and responsive organisational governance.

Cr Richardson moved it be recommended:

- (a) the minutes of the City Development Framework Sub-Committee held on Tuesday, 13th May 2014 be received;
- (b) recommendations (numbered 1 to 2) of the City Development Framework Sub-Committee to be adopted by Council.

1. **COMMUNITY ENGAGEMENT**

- (a) The report be received and the contents noted.

2. **DRAFT FUTURES PAPERS**

- (a) The report be received.
- (b) Following further discussion and the satisfaction of the City Development Framework Sub Committee the Futures Papers be emailed to the workshop participants and local organisations requesting their input to identify strategies that they can lead on/be a party to in support of individuals, their families and friends and the community to achieve the aspirations that have been identified.

Cr Smith seconded

Carried

4. **GOVERNANCE - Committees - Mount Gambier Lifelong Learning Sub-Committee - Minutes of Meeting held on 16th May, 2014 - Ref. AF12/375**

Goal: Learning

Strategy Objective: Foster partnerships that develop programs, services and opportunities that deliver learning excellence.

Cr Richardson moved it be recommended:

- (a) the minutes of the Mount Gambier Lifelong Learning Sub-Committee meeting held on 16th May, 2014 be received;
- (b) the following recommendations (numbered 1 to 2) of the Mount Gambier Lifelong Learning Sub-Committee meeting held on Friday, 16th May 2014 be adopted by Council:

1. **LIFELONG LEARNING**

- (a) the Presiding Members report be received;
- (b) the Terms of Reference be amended as discussed and tabled at the next meeting;

- (c) Adam Box, Education Director, Blue Lake Partnerships be co-opted to the Sub-Committee
- (d) Sub-Committee Members forward suggested strategies for implementation of Children's Charter to Manager Community Services and Development by Friday 23rd May, 2014 to be consolidated and tabled at next meeting for further discussion;
- (e) Children's Charter as amended and reviewed by Sub-Committee at next meeting be then submitted to Council;
- (f) Congratulate City of Mount Gambier on its achievements and special recognition to Manager Community Services and Development and Library Manager for their extraordinarily hard work.

2. MATTERS OF INFORMATION

- (a) Endorse the quality of feedback from Education Leaders forum. A copy of which to be emailed to all participants and further discussion on where to from here to be undertaken at next meeting;
- (b) An invitation to the community consultation for the John Powell Reserve Outdoor Learning Environment be extended to all Sub-Committee Members;
- (c) Manager Community Services and Development undergo further discussion with Partnership Broker Manager regarding ownership and moving forward with Learning Trails documents.

Cr Persello seconded

Carried

5. GOVERNANCE - Committees - Community Engagement and Social Inclusion Sub Committee - Minutes of Meeting held Monday 26th May, 2014 - Ref. AF12/376

Goal: Governance

Strategic Objective: Demonstrate innovative and responsive organisational governance

Cr Richardson moved it be recommended:

- (a) the minutes of the Community Engagement and Social Inclusion Sub-Committee held on Monday 26th May, 2014 be received;
- (b) recommendations (numbered 1 to 4) of the Community Engagement and Social Inclusion Sub-Committee meeting held on Monday 26th May, 2014 be adopted by Council:

1. BUSINESS ARISING

(a) Domestic Violence Workplace Policy:

- (i) The report be received;
- (ii) The Domestic Violence Policy, once developed by the administration to be tabled at the next meeting;

(b) Aboriginal and Torres Strait Islander Flags:

- (i) Version 2 of the Statement of Commitment to the Aboriginal Torres Strait Islander Communities of Mount Gambier be presented to Council for adoption (attached to Agenda);**
- (ii) that a City of Mount Gambier Reconciliation Action Plan be developed by the Sub-Committee.**

(c) Terms of Reference:

- (i) the report be received.**

(d) Expressions of Interest:

- (i) the expression of interest received by Caroline Hill to be accepted.**

(e) Advocacy:

- (i) develop a list of topics for discussion with the Federal Member for Barker Mr Tony Pasin MP and State Minister for Communities and Social Inclusion, Mr Tony Piccolo MP at a meeting yet to be confirmed.**

2. MANAGER COMMUNITY SERVICES AND DEVELOPMENT REPORT

- (a) the Manager – Community Services and Development report be received;**
- (b) Review of Community Engagement Tool Kit be moved to next meeting.**

3. COMMUNITY DEVELOPMENT OFFICER REPORT

The report be received.

4. STANDING ITEM: TERMS OF REFERENCE

The standing item Terms of Reference be reviewed and suggested amendments discussed at next meeting.

Cr Persello seconded

Carried

6. GOVERNANCE – Committees – Audit (Section 41) Committee – Minutes of Meeting held 27th May, 2014 - Ref. AF11/863

Goal: Governance

Strategic Objective: Demonstrate innovative and responsive organisational governance.

Cr Lee moved it be recommended:

- (a) the minutes of the City of Mount Gambier Audit Committee held on Tuesday 27th May, 2014 be received;**
- (b) recommendations (numbered 1 to 7) of the Audit Committee meeting held on Tuesday 27th May, 2014 be adopted by Council.**

1. **REPORTS FOR INFORMATION**

the reports be received.

2. **EXTERNAL AUDITOR - AUDIT RECOMMENDATIONS**

(a) the report be received;

(b) the identified Audit recommendations continued to be monitored by the Audit Committee.

3. **AUDIT WORK PROGRAM 2007 - 2014**

the report be received.

4. **RISK MANAGEMENT POLICY REVIEW**

the report be received.

5. **FINANCIAL INTERNAL CONTROLS**

the report be received.

6. **BUSINESS CONTINUITY**

the report be received.

7. **2014/15 ANNUAL BUSINESS PLAN AND BUDGET**

the report be received.

Cr Smith seconded

Carried

7. **GOVERNMENT RELATIONS - 2014/2015 SELGA Budget Estimates - Ref. AF11/936**

Goal: Governance

Strategic Objective: Engage with national, state, regional and local forums and partnerships to provide solutions and options to continually improve Councils service delivery and performance.

The Director - Corporate Services reported:

(a) SELGA has provided to Councils its draft 2014/2015 Budget detailing its forward estimates of expenditure and income;

(b) in respect of the proposed contributions by this Council to the overall SELGA Budget, the following Draft Budget comparison is provided;

| <u>ITEM</u> | <u>2013/14</u> | <u>2014/15</u> |
|--|----------------|----------------|
| Regional Tourism | \$25,596 | \$28,440 |
| Limestone Coast Regional Development Australia | \$21,944 | \$22,515 |
| South East Local Government Association | \$55,124 | \$60,116 |
| Regional Recreation, Sport & Open Space Plan | \$12,467 | \$12,467 |
| SERIC | \$12,158 | \$12,475 |
| Heritage Advisory Services | \$22,611 | \$22,611 |
| Regional Waste Management Officer | \$6,635 | \$13,270 |

| | | |
|-------------------------|-----------|----------------------|
| Regional Trails Project | _____ - | _____ <u>\$1,786</u> |
| | \$156,535 | \$173,680 |
| | _____ | _____ |

Cr Smith moved it be recommended:

- (a) the report be received;
- (b) the draft 2014/2015 SELGA Budget be received and SELGA be advised that Council accepts the said Budget and its components and has made provision in its own 2014/2015 Budget for this Councils specific contributions to the Associations various 2014/2015 Budget components, noting always that Council reserves the right to negotiate (with the Association) the terms of reference, goals, aims, strategic directions, performance indicators and performance monitoring techniques etc of the Association and the strategic partners or projects included within the financial obligations of the Association (and as a consequence the constituent Councils), to ensure full accountability and an agreed strategic direction and purpose of the Association and its partners;
- (c) the resolutions (a & b) be recommended in anticipation of the 2014/2015 Draft Budget being adopted by Council.

Cr Persello seconded

Carried

8. CORPORATE AND COMMUNITY SERVICES REPORT NO. 30/2014 - Budget Update as at 30th April, 2014 - Ref. AF13/13

Goal: Governance
Strategic Objective: Demonstrate innovative and responsive organisational governance.

Cr Smith moved it be recommended:

- (a) Corporate and Community Services Report No. 30/2014 be received;
- (b) the Budget Update BR4 as at 30th April, 2014 as presented with this Report (attached to Agenda) be adopted by Council with all amendments to be made to the 2013/2014 Council Budget.

Cr Richardson seconded

Carried

9. CORPORATE AND COMMUNITY SERVICES REPORT NO. 40/2014 - Policy Review - R105 - Rating Policy – Ref. AF11/1952

Goal: Governance
Strategic Objective: Demonstrate innovative and responsive organisational governance.

Cr Smith moved it be recommended:

- (a) Corporate and Community Services Report No. 40/2014 be received;
- (b) Council hereby adopts amended Council Policy R105 - Rating Policy, as provided with this report (attached to Agenda);
- (c) Council makes the necessary amendments to Council's Policy Manual Index.

Cr Lee seconded

Carried

10. **CORPORATE AND COMMUNITY SERVICES REPORT NO. 41/2014 – Policy Review – R155 - Rate Rebate Policy – Ref. AF11/1952, AF11/823, AF11/824**

Goal: Governance

Strategic Objective: Demonstrate innovative and responsive organisational governance.

Cr Smith moved it be recommended:

- (a) Corporate and Community Services Report No. 41/2014 be received;
- (b) Council hereby adopts amended Council Policy R155 - Rate Rebate Policy, as provided with this report (attached to Agenda);
- (c) Council makes the necessary amendments to Council's Policy Manual Index.

Cr Persello seconded

Carried

11. **CORPORATE AND COMMUNITY SERVICES REPORT NO. 42/2014 - PROPERTY MANAGEMENT - Leasing - South East Community Radio (25 Alexander Street) – Lease Ref. AF11/1471**

Goal: Governance

Strategic Objective: Demonstrate innovative and responsive organisational governance.

Cr Richardson moved it be recommended:

- (a) Corporate and Community Services Report No. 42/2014 be received;
- (b) The attached report (attachment 3, attached to Agenda) be adopted for the purpose of conducting public consultation on the community land revocation proposal for 25 Alexander Street.
- (c) A further report be presented for Council to consider any submissions received on the revocation of community land classification and transfer proposal for 25 Alexander Street, and whether to submit a report seeking the Minister's approval for the revocation.
- (d) In the event that no submissions are received (or no submissions are received objecting to the proposal), the Chief Executive Officer be authorised to submit a report seeking the Minister's approval for the revocation, and a further report be presented for Council to consider the Minister's response.

Cr Smith seconded

Carried

12. **CORPORATE AND COMMUNITY SERVICES REPORT NO. 43/2014 – Policy Review – Members - Service Recognition - Ref. AF11/1950**

Goal: Governance

Strategic Objective: Demonstrate innovative and responsive organisational governance.

Cr Smith moved it be recommended:

- (a) **Corporate and Community Services Report No. 43/2014 be received;**
- (b) **Council hereby adopts new Council Policy 'Members - Service Recognition', as attached to this Report (attached to Agenda);**
- (c) **Council hereby deletes former Council Policies (now merged):**

M160 Members Certificate of Service
M230 Members Recognition of Service
- (d) **Council makes the necessary amendments to Council's Policy Manual Index.**

Cr Persello seconded

Carried

13. CORPORATE AND COMMUNITY SERVICES REPORT NO. 44/2014 – OPAL Program Funding Update - Ref. AF11/973

Goal: Building Communities
Strategic Objective: Develop an improved means of communication and engagement between Council and the community (including vulnerable communities) in the building of community capacity

Goal: Diversity
Strategic Objective: Understand our community profile

Consider the needs of all community groups in developing projects, services and infrastructure (public or privately owned)

Goal: Community Well-being
Strategic Objective: Ensure through research and engagement that the current and future health (services and infrastructure) needs are identified

Goal: Learning
Strategic Objective: Council support opportunities for the community to strengthen relationships with families, friends and extended networks to as to promote and extend the learning of life skills

Cr Smith moved it be recommended:

- (a) Corporate and Community Services Report No. 44/2014 be received;
- (b) Council support LGA negotiations with the Minister for Health and Ageing to explore sustainable model options to transfer the OPAL program.

The Motion lapsed for want of a seconder

Cr Richardson moved it be recommended:

- (a) **Corporate and Community Services Report No. 44/2014 be received;**
- (b) **the matter left lie on the table until a Members Workshop can be held to discuss the OPAL Program funding at length.**

Cr Persello seconded

Carried

14. GOVERNANCE - Consultation - Consultation on Amendments to Legislation – Ref. AF13/447

Goal: Diversity
Strategic Objective: Engage with Federal and State Governments and other agencies to provide resources to meet the needs of diverse groups in our community

The Director – Corporate Services reported:

- (a) the Federal Government recently released draft legislative amendments to the Racial Discrimination Act, 1974;
- (b) the attachments provide information on the proposed amendments – to repeal certain sections and to replace with new sections.

Cr Smith moved it be recommended:

- (a) the Report be received;**
- (b) Council advise the Attorney-General of its opposition to the proposed amendments to the Racial Discrimination Act, 1975.**

Cr Lee seconded

Carried

MOTIONS WITH NOTICE - Nil

MOTION WITHOUT NOTICE

15. COMMUNITY RELATIONS - Liaison - Order of Australia Awards – Ref. AF11/222

Cr Maher moved it be recommended:

- (a) The Queens Birthday Honours recipients Mr Giovanni (Jon) Bueti OAM and Mr Des Lattin OAM be acknowledged and thanked for their service to the community;**
- (b) A letter of congratulations be sent from Council to both award recipients.**

Cr Smith seconded

Carried

16. CONSIDERATION FOR EXCLUSION OF PUBLIC

Cr Lee moved that the following Items 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 other Council Members and Council Officers now present) be excluded from the meeting in order for the items to be considered in confidence as the Council is satisfied that the item is a matter that can be considered in confidence pursuant to the grounds referenced in Section 90 (3) of the said Act as follows:

- CCS17(a) S.90(3)(m) - information to be considered in relation to this Agenda Item is information relating to an amendment under the Development Act 1993 before a Development Plan Amendment report relating to the amendment is released for public consultation under that Act.
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 as the Development Plan amendment has not yet been**

Corporate and Community Services Committee Minutes, Tuesday 10th June, 2014 cont'd...

finalised which could result in the public becoming inadvertently misinformed of the proposed changes.

| <u>Item No.</u> | <u>Subject Matter</u> | <u>S90 (3) Grounds</u> |
|---|--|--|
| Corporate & Community Services Committee Minutes | | |
| 17. | <u>GOVERNANCE</u> - Review of In-Confidence Items | |
| | <i>Meeting Date</i> | <i>Subject</i> |
| (a) | 15/3/2011 | DEVELOPMENT PLAN AMENDMENTS - currently being prepared by the City of Mount Gambier - Ref. 335/1/23 |
| | | (m) |

Cr Richardson seconded

Carried

Meeting closed at 6.49 p.m.
FM