

CORPORATE AND COMMUNITY SERVICES COMMITTEE

Minutes of Meeting held in the Reception Area, Level 4, Civic Centre, 10 Watson Terrace,
Mount Gambier on Monday 12th September, 2016 at 5.30 p.m.

PRESENT: Cr S Meziniec (Presiding Member)
Mayor A Lee, Cr M Lovett, Cr Lynagh, Cr S Perryman

APOLOGY: Cr Meziniec moved that the apology from Cr H Persello be received.
Mayor Lee seconded Carried

COUNCIL OFFICERS: Director - Corporate Services, Grant Humphries
Finance Manager, Gary Button
Manager Community Services and Development, Barbara Cernovskis
Manager Governance and Property, Michael McCarthy
Manager Business and Strategic Planning, Tracy Tzioutziouklaris
Economic Development Co-ordinator, Simon Wiseman
Senior Rates Officer, Jo Scheidl
Administration Officer – Executive Support, Fiona McGregor

COUNCIL OFFICERS

APOLOGIES: Chief Executive Officer, Mark McShane

COUNCIL MEMBERS Nil

AS OBSERVERS:

COUNCIL MEMBERS Nil

AS OBSERVERS

APOLOGY:

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 Perryman moved that the minutes of the previous meeting held 8th August, 2016 be taken as read and confirmed.

Cr Lynagh seconded

Carried

QUESTIONS:

(a) With Notice - Nil received

(b) Without Notice - Nil

1. FINANCIAL STATEMENT – as at 31st August, 2016

Cr Meziniec moved it be recommended the financial statement as at 31st August, 2016 be received.

Cr Lovett seconded

Carried

Pursuant to Division 3 - Conflict of Interest, Section 74 of the Local Government Act 1999, Cr Perryman disclosed a perceived conflict of interest in Item 2: *"I am the Chairperson of Tourism Mount Gambier, an industry organisation funded by the Council and referenced in the item/report."*

I intend to deal with the perceived conflict of interest in the following transparent and accountable way: *“Stating the nature of the interest (as above) and note that there is no action required from Council, that it is only receiving a report.”*

Cr Perryman participated in the meeting in relation to the matter.

2. ECONOMIC DEVELOPMENT - Progress Report - August 2016 – Ref. AF16/201

Mount Gambier has a diverse and vibrant economy and is a city in transition. Our key businesses, services and industries provide a strong economic base upon which the City can continue to diversify, innovate and grow its economy to support long term sustainability and prosperity for its community.

We have the opportunity to be recognised as one of the State's and nations leading regional cities, this can be achieved by working together in:

- building our “City” story;
- creating a “state of the art” digital and cultural economy;
- creating wealth through increased tourism and delivering quality and innovative services;
- building a dynamic and responsive workforce; and
- building value add opportunities for our businesses and industries that are globally recognised.

There are opportunities to maximise our wonderful assets such as the James Morrison Academy, Generations in Jazz and Riddoch Art Gallery location and environment to attract investment, increase visitation and value add to our existing businesses and industries.

We need to initiate “on the ground” actions not talk about it but do it and consider initiatives such as business and innovation hubs, implementing youth internet cafes and precincts, improve tourism accommodation and products (farm and food experiences) and adoption of new digital technologies.

Council has endorsed the development of a “City Economic Development BluePrint” over the next 12 months with a proposed release date of 1 July 2017. The BluePrint will provide an opportunity to strengthen the City's economy by taking a strategic rather than a reactive approach and contribute to wider regional, state and national goals.

During this 12 month period (July 2016-June 2017) a series of actions will occur including:

1. Working in collaboration with Tourism Mount Gambier, South Australian Tourism Commission and other relevant tourism bodies and stakeholders to deliver *“Changing the Tourism Culture Plan”*.
2. Attract new tourism investment and infrastructure.
3. Develop a City Vision Planning Framework (20 year vision) to include a City business audit (identifying business needs and potential expansion opportunities) and retail analysis.
4. Develop a “user friendly” economic and social scorecard including key economic performance indicators and have the ability to identify and monitor economic trends and challenges facing the City now and into the future.

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5. Develop and implement a “business and community mentor” initiative and ongoing program.
6. Develop communication and investment tools (digital, social media and virtual investment prospectus).
7. Develop and implement a communication and events strategic and action plan.
8. Implement a whole of City brand, identity and awareness program.
9. Initiate a City business/industry employment needs forum (to include representatives from education and research organisations, skills and training providers.)
10. Build and establish relationships with key business, government and industry leaders regionally, nationally and internationally. Including conducting broader stakeholder engagement and consultation.

It is imperative that we adopt a long term vision, develop priorities and actions that will deliver “on the ground” outcomes for the community.

The following table provides a “work in progress” summary of actions as at August 2016.

<u>Priorities</u>	<u>Progress</u>	<u>Time Frame</u>
Connected City - Digital Economy <i>Adoption of digital technology and utilising platforms will contribute to reshaping the City's economy to support long term economic, social and environmental development.</i>	<p>The City of Mount Gambier have sought the services of Explor Consulting to prepare a “Connected City Digital Strategy and Action Plan”. This Plan will provide the overarching framework, strategic direction and actions for delivering a “well connected city” with empowered communities, businesses and industries through the smart use of technology.</p> <p>The strategy will identify important digital outcomes for the city, assess capacity and capability of existing and new digital technologies (including NBN & high speed fibre optics), outline strategies and proposed actions.</p> <p>Explor Consulting visited Mount Gambier on the 17-18 August for a round of key introductory meetings and will return to the City from 7-9 September for further meetings.</p> <p>The Digital Strategy and Action Plan will be finalised by 30 October 2016.</p>	<p>To be completed 30th October 2016</p>

<p>2017-2037</p> <p><i>Develop a long term City Vision Planning Framework to provide a long term overarching vision and roadmap to deliver a “well connected and innovative city” and will form part of the City Economic BluePrint 2017-2037.</i></p>	<p>Consultant brief under development to engage the services of a consultant to prepare a “City Vision Planning Framework Plan 2017-2037”.</p> <p>The Plan provides a 20 year vision to re-establish the City as the regional centre of choice and will provide clear guidance on policy and investment direction over this timeframe. The Plan will achieve the vision of the city through a coordinated framework and the delivery of transformative projects and initiatives. It will identify the proposed demand for commercial, residential and hotel space in the City.</p> <p>This Plan will be a crucial input into the development of the Economic Development Blueprint</p> <p>The Plan will deliver a coordinated strategy to guide future development, transport and public space investments over the next 20 years to ensure our city heart is safe, attractive and a continued source of pride.</p> <p>A commercial and business audit and retail analysis to be undertaken as part of this process.</p> <p>The plan will consider Business, Cultural and Heritage hubs, Visitor experiences, Aged Care, Industrial and Housing availabilities and opportunities, Digital technologies, Green and Sustainable living and social initiatives and business opportunities.</p>	<p>Plan to be finalised by February 2017</p>
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<p>Economic Performance Scorecard and Future Modelling:</p> <p><i>Delivery of “user friendly” economic and social scorecards including key economic performance indicators, identify and monitor economic trends and challenges facing the City now and into the future.</i></p>	<p>Delivery of a “user friendly” economic and social scorecards including key economic performance indicators and have the ability to identify and monitor economic trends and challenges facing the City now and into the future.</p> <p>Commenced process with economic research specialist and will include investigation into economic impacts of tourism visitation (increased overnight stays and multiplying impact) and events such as Generation in Jazz and James Morrison Academy.</p> <p>Accessing RDA Profile ID data and other relevant economic data.</p>	<p>Adoption by Council of Economic tools and models, November 2016</p>
<p>Business/ Community Mentor Program</p> <p><i>Program identifying Business and Industry Mentors to work with businesses and community in capacity and capability.</i></p>	<p>Discussions underway with leading educators, service providers and business/industry to develop mentor program.</p>	<p>Program brief to be developed November 2016.</p>
<p>City Branding and identity</p> <p><i>City of Mount Gambier has the opportunity to embrace a dynamic creative approach to be recognised as one of the nation’s leading regional cities.</i></p>	<p>City will need to compete and succeed in attracting visitors, new residents and private and public investment over the coming years as the momentum of national growth continues to move away from the capital cities.</p> <p>The City’s ‘Big Picture’ vision will be well designed and written to tell a story. The story will be what Mount Gambier is and where the City wants to go into the future.</p>	<p>Timeframe to be reviewed.</p>

	<p>The “Big Picture” will also map local, interstate and international connections to Mount Gambier and who we should be engaging with.</p> <p>It will celebrate what is great about Mount Gambier and promote why others would love living and working in this resilient City.</p> <p>Engaged marketing specialist, Peter Joy, to assist Council in undertaking preliminary findings. Peter recently visited Mount Gambier and meet with the Chamber of Commerce, Council and staff, Tourism Mount Gambier, community and business leaders.</p> <p>Further scoping underway to consider approach, engagement and products. including community and business consultations.</p>	
<p>City Business Employment Forum</p> <p>Forum to build linkages between businesses, industry, employment and education providers to build an improved and skilled workforce now and into the future.</p>	<p>Discussions regarding a City Business Employment Forum took place with Business and Industry Leaders at the recent workshop on the 28th July 2016. It was widely supported and agreed to commence development of a forum framework.</p>	<p>First forum to be held late November 2016.</p>
<p>Communication and Events Plan and Tools</p> <p><i>Development of a City communication, and event plan including development and adoption of “state of art” social media and marketing tools.</i></p>	<p>Commenced scoping of a city communication and event plan including social media tools.</p>	<p>Timeframe to be reviewed</p>

<p>Investment Prospectus</p> <p>Attract investment opportunities to the City.</p>	<p>Commenced initial investigations into the development and content of virtual investment prospect. Require to identify city assets, products and services to attract investment opportunities. Identify and meet with potential investors (including equity investment companies).</p>	<p>Prospectus to be developed by March 2017.</p>
<p>Visitor Economy (Tourism)</p> <p><i>Visitor Economy: Tourist attraction, investment, increased visitation, & experiences, infrastructure</i></p>	<p>A Council report (Tourism Plan Implementation) went to Council on the 19th July 2016 with several recommendations made based around Council endorsing a Tourism Plan (Changing the Tourism Culture – an industry plan to grow Mount Gambier's Tourism Economy') and also providing a budget for a tourism specialist to help deliver the plan. The report was deferred.</p> <p>A second report (Tourism Plan Implementation) went to Council on the 16th August 2016 and was moved as written which includes engaging a tourism specialist for a three year period.</p> <p>Job Advertisement and Position Description finalised and position to be advertised 27 August.</p>	<p>Engagement of a 'Tourism Specialist' by October 2016</p>

Cr Lynagh moved it be recommended the Economic Development Update for August 2016 be received.

Cr Lovett seconded

Carried

Cr Perryman voted in favour of the motion.

3. **GOVERNANCE – Committees – Strategic Planning Sub-Committee – Minutes of Meeting held 19th August, 2016 – Ref. AF15/366**

Mayor Lee moved it be recommended:

- (a) the Minutes of the Strategic Planning Sub-Committee Meeting held on 19th August, 2016 be received;
- (b) the following recommendations of the Strategic Planning Sub-Committee be adopted by Council:

1. **BEST PEOPLE BEST COMMUNITY - Service Review - Strategic Planning Sub Committee Report No. 5/2016 - Ref. AF16/185**

- (a) Strategic Planning Sub Committee Report No. 5/2016 be received.
- (b) Strategic Planning Sub Committee Report No. 5/2016 be provided to the Corporate and Community Services Committee of Council and Council.

2. **BEST PEOPLE BEST COMMUNITY - Members Workshop - Ref. AF16/185**

- (a) The report be received and the Members Workshop scheduled for Monday 5th September, 2016 commencing at 5.30 p.m. in the Level 4 Committee Room be noted.

3. **DECISION MAKING STRUCTURE OF COUNCIL - Attachment 1 - Decision Making Structure - Ref. AF14/283**

The report be received and the updated decision making structure of Council be noted.

4. **STRATEGIC PLANNING SUB COMMITTEE – Next Meeting - Ref. AF15/2**

- (a) The report be received and the next meetings of the Strategic Planning Sub Committee be noted.

Cr Lynagh seconded

Carried

4. **GOVERNANCE – Committees – Community Engagement and Social Inclusion Sub-Committee – Minutes of Meeting held 22nd August, 2016 – Ref. AF15/500**

Cr Perryman moved it be recommended;

- (a) the Minutes of the Community Engagement and Social Inclusion Sub-Committee Meeting held on 22nd August, 2016 be received;

1. **GUEST SPEAKER – Ms Robyn Campbell, Chief Executive Officer, Burrandies Incorporated**

- (a) Ms Robyn Campbell confirmed that this meeting was not able to be attended, and Ms Campbell would like to attend the September meeting instead;
- (b) Ms Robyn Campbell's apology be accepted.

2. RECONCILIATION ACTION PLAN – Reconciliation Action Plan Progress Table

- (a) the Reconciliation Action Plan progress table be received;
- (b) Aboriginal Employment SA be invited to come to Mount Gambier to address Council, the business community and local and employment training agencies;
- (c) City of Mount Gambier to participate in the Governor's Aboriginal Employment LGA industry cluster meeting in September;
- (d) the initial training with Eugene Warrior be participated in by the Reconciliation Plan Focus Group members only.

3. KEY FOCUS AREAS – Key Focus Area Progress Table

- (a) The Community Engagement & Social Inclusion Key Focus Area progress table be received and noted for information;
- (b) The Community Engagement and Social Inclusion Sub-Committee receive from Alan Hollway an update on the status of the Domestic Violence Administrative Principle.

4. LIMESTONE COAST COMMUNITY SERVICES ROUNDTABLE – Update

- (a) The report on the Limestone Coast Community Services Roundtable be received.

5. MOUNT GAMBIER AND DISTRICT SUICIDE PREVENTION ACTION PLAN – Report Card

- (a) The Mount Gambier and District Suicide Prevention Action Plan Report Card be received.

Cr Lovett seconded

Carried

5. GOVERNANCE – Council/Committee Meeting Arrangements – Ref. AF11/2602

The Director Corporate Services reported:

Christmas Day 2016 and New Year's Day 2017 both occur on a Sunday, meaning there will be 2 additional Declared Public Holidays during this period, being Monday 26th December, 2016 and Monday 2nd January, 2017. In line with previous years the Council Offices will be closed from 4.00 pm Friday 23rd December, 2016 and will re-open on Tuesday 3rd January, 2017.

Given the limited time for Agenda preparation following the Christmas/New Year break, it is recommended, as with last year, that there be no Standing Committee Meetings in January 2017, with all items prepared for the January Council Meeting, scheduled for Tuesday 17th January, 2017.

Cr Meziniec moved it be recommended;

- (a) the report be received;

(b) the January 2017 meeting schedule be as follows:

- **No Standing Committee Meetings for January 2017**
- **Agenda for January 2017 Council Meeting will close Friday 6th January, 2017**
- **Council Meeting – Tuesday 17th January, 2017**

(c) the 2017 Meeting Calendar be prepared to reflect resolution (b).

Cr Lynagh seconded

Carried

6. GOVERNANCE – Strategic Planning Sub-Committee Report No. 5/2016 - Service Review - Ref. AF15/366

The Manager – Business and Strategic Planning reported:

(a) The Strategic Planning Sub Committee at its meeting held on Friday 19th August, 2016 determined:

“(a) Strategic Planning Sub Committee Report No. 5/2016 be received.

(b) Strategic Planning Sub Committee Report No. 5/2016 be provided to the Corporate and Community Services Committee of Council and Council.”

(b) Strategic Planning Sub Committee Report No. 5/2016 provides an introduction and overview of Best People Best Community which is about the delivery of the Community Plan through a review of all services to identify Council's strengths and ability to deliver services efficiently and effectively. Best People Best Community has been developed as a link between the strategic and operational goals, turning strategic into reality.

As outlined in the report a major feature of Best People Best Community is a focus on staff engagement, building the capacity of staff to think innovatively, to challenge the status quo and embed a culture of continuous improvement.

Cr Meziniec moved it be recommended:

(a) Strategic Planning Sub-Committee Report No. 5/2016 be received and the contents noted.

Cr Perryman seconded

Carried

7. CORPORATE AND COMMUNITY SERVICES REPORT NO. 62/2016 - SA Grants Commission 'Database' Report - Ref. AF14/64

Cr Meziniec moved it be recommended:

(a) Corporate and Community Services Report No. 62/2016 be received;

(b) Corporate and Community Services Report No. 62/2016 be referred to Council's Audit Committee for further review.

Cr Lynagh seconded

Carried

8. CORPORATE AND COMMUNITY SERVICES REPORT NO. 63/2016 - Budget Update as at 30th June, 2016 - Ref. AF14/427

Cr Meziniec moved it be recommended:

- (a) Corporate and Community Services Report No. 63/2016 be received;**
- (b) the Budget Update as at 30th June, 2016 as presented with this Report be adopted by Council with all amendments to be made to the 2015/2016 Council Budget.**

Cr Lovett seconded

Carried

9. CORPORATE AND COMMUNITY SERVICES REPORT NO. 64/2016 - Financial Management - Local Government Finance Authority - Ref. AF11/784

Cr Meziniec moved it be recommended:

- (a) Corporate and Community Services Report No. 64/2016 be received;**
- (b) Council hereby determines that the two candidates Council wishes to vote for are:**
 - John Frogley
 - Annette Martin
- (c) the Mayor, as Council delegate to Local Government Finance Authority AGM (or the Member presiding over the Council meeting), mark the ballot paper accordingly as referred to in the report.**

Cr Perryman seconded

AMENDMENT

Mayor Lee moved an amendment:

- (a) Corporate and Community Services Report No. 64/2016 be received;**
- (b) Council hereby determines that the two candidates Council wishes to vote for are:**
 - John Frogley
 - Michael Rabbitt
- (c) the Mayor, as Council delegate to Local Government Finance Authority AGM (or the Member presiding over the Council meeting), mark the ballot paper accordingly as referred to in the report.**

Cr Lovett seconded

The amendment was put and

Carried

The amendment became the motion and was put and

Carried

10. CORPORATE AND COMMUNITY SERVICES REPORT NO. 65/2016 - Appointment of Independent Member of Council's Audit Committee - Ref. AF11/863

Cr Meziniec moved it be recommended:

- (a) the report be received;
- (b) Council accept the nomination of Vanessa McDonald as an independent member of the City of Mount Gambier Audit Committee, effective from the date of this resolution;

Cr Perryman seconded

Carried

MOTIONS WITH NOTICE - Nil

MOTIONS WITHOUT NOTICE - Nil

11. CONSIDERATION FOR EXCLUSION OF PUBLIC

Cr Lovett moved that the following item(s) 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 Council Members: Mayor Andrew Lee, Cr S Meziniec Cr M Lovett, Cr Lynagh, Cr S Perryman and Council Officers: Grant Humphries, Gary Button, Barbara Cernovskis, Michael McCarthy, Tracy Tzioutziouklaris, Simon Wiseman, Jo Scheidl and Fiona McGregor now present) be excluded from the meeting in order for the item(s) to be considered in confidence.

The Committee is satisfied that, pursuant to section 90(3)(a) of the Act, the information to be received, discussed or considered in relation to the 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 Mr S Waye because it contains information within the definition of 'personal affairs' under section 90.

The Committee is satisfied that the principle that the meeting be conducted in place open to the public has been outweighed in the circumstances because it is necessary that the personal affairs information be received, discussed or considered to ensure informed decision making, and if conducted in a place open to the public would result in an unreasonable disclosure of information relating to the personal affairs of Mr S Waye.

ITEM NO.	SUBJECT MATTER	S90(3) GROUNDS
12.	<u>DEVELOPMENT CONTROL</u> - Development Applications - Environment Resources Development (ERD) Court Actions	(a)
13.	<u>CONSIDERATION FOR KEEPING MATTERS CONFIDENTIAL</u>	

Cr Lynagh seconded

Carried

14. CONSIDERATION FOR EXCLUSION OF PUBLIC

Mayor Lee moved that the following item(s) 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 Council Members: Mayor Andrew Lee, Cr S Mezinac Cr M Lovett, Cr Lynagh, Cr S Perryman and Council Officers: Grant Humphries, Gary Button, Barbara Cernovskis, Michael McCarthy, Tracy Tzioutziouklaris, Simon Wiseman, Jo Scheidl and Fiona McGregor now present) be excluded from the meeting in order for the item(s) to be considered in confidence.

The Council (or Committee) is satisfied that the item is a matter that can be considered in confidence pursuant to the grounds referenced in Section 90(3)(a) of the Act, the information to be received, discussed or considered in relation to the 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), information regarding the financial and personal affairs of a ratepayer because the report proposes that Council consider the sale of property which has rates in arrears in excess of three years.

and

s90(3)(i) information to be received, discussed or considered in relation to the Agenda Items is information relating to actual litigation involving the Council being legal action to enforce the recovery of outstanding rates and sale of land for non-payment of rates.

and

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 because disclosure of the information would involve an unreasonable disclosure of the financial and personal affairs of a ratepayer and which could compromise Council's position in relation to recovering the outstanding rates and in any associated litigation and sale of land.

ITEM NO.	SUBJECT MATTER	S90(3) GROUNDS
15.	<u>SALE OF LAND FOR NON PAYMENT OF RATES</u> - Notice of Intention to Sell Land for Non-Payment of Council Rates	(a) & (i)
16.	<u>CONSIDERATION FOR KEEPING MATTERS CONFIDENTIAL</u>	

Cr Lovett seconded

Carried