

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 December, 2016 at 5.30 p.m.

PRESENT: Cr S Meziniec (Presiding Member)
Mayor A Lee, Cr J Lynagh, Cr S Perryman (arrived at 5.35 p.m.) and
Cr H Persello

APOLOGY: Nil

COUNCIL MEMBERS

NOT IN ATTENDANCE: Cr M Lovett

COUNCIL OFFICERS: Chief Executive Officer, Mark McShane
Director - Corporate Services, Grant Humphries
Finance Manager, Gary Button
Manager Community Services and Development, Barbara Cernovskis
Manager Governance and Property, Michael McCarthy
Manager Regulatory Services, Michael Silvy
Administration Officer – Executive Support, Melissa Telford
Administration Officer – Executive Support, Ashlee Lavia

COUNCIL OFFICERS

APOLOGIES: Nil

COUNCIL MEMBERS

AS OBSERVERS: Cr Greco

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 Persello moved that the minutes of the previous meeting held 7th November, 2016 be taken as read and confirmed.

Cr Lynagh seconded

Carried

QUESTIONS:

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

1. FINANCIAL STATEMENT – as at 30th November, 2016

Cr Meziniec moved it be recommended the financial statement as at 30th November, 2016 be received.

Cr Lynagh 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: *“The report includes reference to Tourism Mount Gambier a group on which I hold the position of Chairperson.”*

Cr Perryman dealt with the perceived conflict of interest in the following transparent and following way: *“I will remain in the meeting to discuss and vote. I will provide an explanation of my role as Chairperson of Tourism Mount Gambier, noting that the content of the report proposes no actions in relation to Tourism Mount Gambier.”*

In accordance with section 75A(2)(b) Cr Perryman participated in the meeting in relation to the matter.

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

Council has endorsed the development of a “City Economic Development BluePrint” 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.

The following table provides a “work in progress” summary of actions as at the end of November 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 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. 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. 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><i>Explor Consulting presented draft Digital Strategy at a Council workshop on Wednesday 26 October 2016. Council members were invited to review and provide feedback by 9 November 2016. One response was received.</i></p>	<p><i>Council Member workshop held on the 26th October 2015 with David Bartlett (Explor Consulting) presenting draft report.</i></p> <p><i>The final report has been received and will be considered by Council in December 2016.</i></p>

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<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><i>Finalise retail and business briefs - February 2016.</i></p> <p><i>A “Mount Gambier Commercial Development” Forum will be held in February/March 2017 with commercial property developers to discuss current and future planning (energy efficiency, city infill, affordable housing etc).</i></p> <p><i>City Growth strategy consultant brief to be finalised by February 2017.</i></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><i>At our invitation, Renewal SA visited Mount Gambier on Wednesday 23 November, to investigate opportunities to work together in sharing information and experiences in building a city growth strategy.</i></p> <p><i>Retail analysis and Business audit brief are being prepared to form part of the City Growth Strategy - finalised by February 2017.</i></p> <p><i>A "Mount Gambier Commercial Development" Forum will be held in February/March 2017 with commercial property developers to discuss current and future planning (energy efficiency, city infill, affordable housing etc).</i></p> <p><i>City Growth strategy consultant brief to be finalised by February 2017.</i></p>	
<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><i>Engaged EconSearch to undertake the development of economic scorecard including performance indicators, case study and future modelling. Report available December 2017.</i></p>	<p><i>Engaged Econsearch to undertake the development of economic scorecard, case study and modelling. Report available December 2017.</i></p>

	<p>This 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>Report will include utilising ABS, RDA Profile ID data and other relevant economic data.</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><i>Work has been undertaken to review national and international mentor programs that support innovative thinking and building entrepreneurship.</i></p> <p><i>A program proposal to be finalised by February/March 2017.</i></p>	<p><i>A program proposal to be finalised by February/March 2017.</i></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>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><i>Branding Think Tank to be held on 23 November 2016.</i></p> <p><i>New communication and engagement initiatives to be implemented by February March/2017.</i></p> <p><i>Brand and Identity framework to be incorporated into Economic BluePrint.</i></p>

	<p><i>Engaged marketing specialist, Peter Joy, to assist in developing a City branding platform and promoting our identity.</i></p> <p><i>Two branding “think tanks” will be held on 23 November facilitated by Peter Joy and Marc Allgrove (branding and marketing specialists). This will assist in further developing the City brand and identity including Sixty Minutes Sixty Experiences tourism branding and Six Minutes Anywhere (resident and investment attraction).</i></p> <p><i>Two initiatives (XPRIZE and “Meet with the Red Couch”) are under development, working in partnership with the Border Watch. These initiatives will adopt new innovative ways to communicate and engage with the community.</i></p> <p><i>Branding Think Tank to be held on 23 November 2016.</i></p> <p><i>New communication and engagement initiatives to be implemented by February March/2017.</i></p> <p><i>Brand and Identity framework to be incorporated into Economic BluePrint.</i></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><i>First forum to be held late March 2017.</i></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><i>Scoping underway.</i></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><i>Prospectus to be developed by April 2017.</i></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><i>Job Advertisement and Position Description finalised position advertised in August 2016.</i></p> <p><i>Interviews were held, position was offered and offer declined.</i></p>	<p><i>Tourism Manager Recruitment process re-commenced in October 2016.</i></p> <p><i>Interim arrangements, in lieu of Tourism Manager, have been made to ensure the delivery of the tourism strategic plan. Council Economic Development team will assist during this period.</i></p> <p>Tourism Mount Gambier Board been meeting regularly and is progressing positively in regard to Mount Gambier’s tourism future.</p>

	<p><i>Recruitment process re-commenced in October 2016.</i></p> <p><i>Interim arrangements, in lieu of tourism manager, have been made to ensure the delivery of the tourism strategic plan.</i></p> <p><i>Council Economic Development team will assist during this period.</i></p>	
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Cr Meziniec moved it be recommended the Economic Development Update for December 2016 be received.

Cr Persello seconded

Carried

3. **GOVERNANCE – Committees – Strategic Planning Sub-Committee – Minutes of Meeting held 25th November, 2016 – Strategic Planning Sub-Committee Report 8/2016 (attached) - Ref. AF15/366**

Cr Meziniec moved it be recommended:

(a) the Minutes of the Strategic Planning Sub-Committee Meeting held on 25th November, 2016 be received;

(b) the following recommendations of the Strategic Planning Sub-Committee be adopted by Council:

1. **BEST PEOPLE BEST COMMUNITY** - Community Plan - Organisation Structure - Strategic Planning Sub-Committee Report No. 8/2016 - Ref. AF16/185

Strategic Planning Sub-Committee Report No. 8/2016 be received and the contents noted.

2. **STRATEGIC PLANNING SUB-COMMITTEE** - Scheduled Meeting Dates - Ref. AF15/266

The report be received and the Special Meeting of Council to be held on Monday 5th December be noted.

Cr Perryman seconded

Carried

4. **GOVERNANCE – Committees – Audit Committee – Minutes of Meeting held 6th December, 2016 – Ref. AF11/863**

Cr Meziniec moved it be recommended:

(a) the Minutes of the City of Mount Gambier Audit Committee meeting held on Tuesday 6th December, 2016 be received;

(b) the following recommendations of the Audit Committee meeting held on Tuesday, 6th December, 2016 be adopted by Council:

1. **ANNUAL FINANCIAL STATEMENTS 2015/2016** - Correction - Ref. AF16/322
 - (a) the report be received;
 - (b) In accordance with Section 126(4)(a) of the Local Government Act 1999 the Audit Committee advises that it has reviewed the annual financial statements (corrected) of the Council for the year ended 30 June 2016 and is satisfied they present fairly the state of affairs of Council;
 - (c) The Chief Executive Officer and Presiding Member of the City of Mount Gambier Audit Committee sign the statement to certify the independence of the Council Auditor, Galpins.
2. **EXTERNAL AUDITOR – END OF YEAR REPORT** - Ref. AF12/227
 - (a) the letter be received and contents noted;
 - (b) the Audit findings and recommendations be referred to the Council administration for attention and to the Audit Committee for ongoing monitoring;
 - (c) Councils External Auditor be advised of this course of action.
3. **FINANCIAL INTERNAL CONTROLS** - Internal Audit Program - Ref. AF16/164
 - (a) the report be received;
 - (b) Financial Internal Controls Report (Control 16) be endorsed by Council.

Cr Lynagh seconded

Carried

5. **HEALTH MANAGEMENT** - Advice - Regional Public Health Plan - Mental Health - Advice and Information - Ref. AF15/373

The Manager Governance & Property reported:

- (a) Council resolved on 17th May, 2016 that:
 - *“Council express concern about the reported closure of the mental health rehabilitation facility providing ten community respite beds as of 30 June 2016 and the increasing pressure this will place on other mental health services in Mount Gambier and the surrounding region;*
 - *Council write to the relevant Federal and State Government Ministers calling on them to reconsider their decision to cease funding for this ten bed community respite mental health rehabilitation facility”.*
- (b) At it's meeting on 19th July 2016 Council received response letters from the Department of Health on behalf of the Federal Minister for Health and the State Minister for Health who had referred the matter to the Minister for Health and Substance Abuse.

- (c) A further response letter dated 20th October 2016 has now been received from the State Minister for Mental Health and Substance Abuse, the Hon Leesa Vlahos M.P. (Attachment 1).

Cr Persello moved it be recommended:

- (a) the letter be received.

Cr Lynagh seconded

Carried

6. HEALTH MANAGEMENT - Advocating – Emergency Ophthalmology Services – Mount Gambier Hospital – Ref. AF16/250

The Manager Governance & Property reported:

- (a) Council resolved on 20th September, 2016, in response to a letter from the Hon Jack Snelling regarding the termination of emergency ophthalmology services at the Mount Gambier Hospital, that:

“Council write to Minister for Health the Honourable Jack Snelling, thanking him for his written response regarding the termination of emergency ophthalmology services at the Mount Gambier Hospital requesting him to clarify:

- (i) *How existing demand for ophthalmology services in the Limestone Coast will be serviced following the imminent closure of the Mount Gambier Eye Centre, which had three ophthalmologists and facilitated 16,000 appointments and 750 cataract surgeries each year?*
 - (ii) *How many ophthalmologists will service Mount Gambier under the new contractual arrangements?*
 - (iii) *If the closure of the purpose-built eye care centre is an acceptable outcome for patients, the community and the State Government?*
 - (iv) *If the new consulting rooms are sufficiently equipped to service the needs of 16,000 patients?*
 - (v) *If Mount Gambier will continue to be an attractive location for future residents and visiting ophthalmologists?”*
- (b) A further response letter dated 10th November 2016 has now been received from the State Minister for Health, the Hon Jack Snelling M.P. (Attachment 1).

Cr Meziniec moved it be recommended:

- (a) the letter be received.

Cr Lynagh 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 7: *“I am the Chairperson of an organisation called Tourism Mount Gambier. 'Developing Channels' section of the consultant report focusses on tourism in general and the 'Action Table' includes references to a range of activities similar to some of those activities already included in the Tourism Mount Gambier's guiding document 'Changing the Tourism Culture - A Plan to Grow Mount Gambier's Tourism Economy' Strategic Plan which has previously been endorsed by Council .”*

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Cr Perryman dealt with the perceived conflict of interest in the following transparent and following way: *"Describing the details about. I intend to stay in the meeting and vote on the matter."*

In accordance with section 75A(2)(b) Cr Perryman participated in the meeting in relation to the matter.

7. CORPORATE AND COMMUNITY SERVICES REPORT NO. 77/2016 - Digital Strategy - Ref. AF16/190

Cr Meziniec moved it be recommended:

- (a) Corporate and Community Services Report No. 77/2016 be received;
- (b) the Digital Strategy report prepared by Explor Consultants be received and endorsed;
- (c) an implementation program to be arranged and discussed at a Council workshop (18th January 2017) to prioritise the actions.

Cr Lynagh seconded

Carried

8. CORPORATE AND COMMUNITY SERVICES REPORT NO. 78/2016 - Election of Corporate and Community Services Standing Committee Presiding Member - Ref. AF11/858

Cr Meziniec moved it be recommended:

- (a) Corporate and Community Services Report No. 78/2016 be received;
- (b) Cr Lynagh be Presiding Member of the Corporate and Community Services Committee on and from 20th January 2017.

Cr Persello seconded

Carried

9. CORPORATE AND COMMUNITY SERVICES REPORT NO. 79/2016 - China Engagement - Status Update and Planning - Ref. AF13/306

Cr Persello moved it be recommended:

- (a) Corporate and Community Services Report No. 79/2016 be received;
- (b) the City of Mount Gambier commences the planning for an outbound delegation of Council and business leaders in March 2017;
- (c) That Council attendees include:
 - The Mayor
 - The Chief Executive Officer plus another senior staff member;
 - A number of Councillors to be determined by Council.

Cr Lynagh seconded

Carried

10. CORPORATE AND COMMUNITY SERVICES REPORT NO. 80/2016 - Transfer of Taxi Licence - Ref. AF16/103

Cr Meziniec moved it be recommended:

- (a) **Corporate and Community Services Report No. 80/2016 be received;**
- (b) **Council write to all current Taxi Licence holders seeking their views and interest in participating in a tender process for the re-issue of the subject licence;**
- (c) **a further report be presented to consider any responses received;**
- (d) **in the event that no responses or objections are received the Chief Executive Officer be authorised to issue a new Licence to the proposed new operator/licensee.**

Cr Persello seconded

Carried

Pursuant to Division 3 - Conflict of Interest, Section 74 of the Local Government Act 1999, Cr Perryman disclosed a material conflict of interest in Item 11: *"I am the Chairperson of Tourism Mount Gambier and a business which I own is a financial member of that Group"*.

I intend to deal with the material conflict of interest in the following transparent and accountable way: *"Will not participate."*

Cr Perryman did not participate in the meeting and left the room at 6.10 p.m.

11. CORPORATE AND COMMUNITY SERVICES REPORT NO. 81/2016 - Appointment of Representative - Tourism Mount Gambier - Ref. AF11/854

Cr Persello moved it be recommended:

- (a) **Corporate and Community Services Report No. 81/2016 be received;**
- (b) **The Tourism Mount Gambier Key Performance Indicators be agreed as:**
 - **Increase in occupancy over 2015/2016 figures**
 - **Increase in Tourism Economy over 2016/2017 figures**
 - **New Tourism Mount Gambier website operational by 30th June 2017**
 - **Manage expenditure within budget**
 - **Membership revenue of \$10,000 or 80 members by 20th June 2017**
 - **2,000 followers of Tourism Mount Gambier facebook page by 30th June 2017**
- (c) **A secret ballot be conducted to determine the successful candidate for the position as Tourism Mount Gambier Board meeting observer.**

Cr Lynagh seconded

Carried

Cr Perryman resumed the meeting at 6.12 p.m.

12. CORPORATE AND COMMUNITY SERVICES REPORT NO. 82/2016 - Cultural Fund Program Selection Panel - Ref. AF15/416

Cr Meziniec moved it be recommended:

- (a) **Corporate & Community Services Committee Report No. 82/2016 be received;**

- (b) A designated informal gathering be scheduled following receipt of Cultural Fund Program applications, to accommodate the following Elected Members and Community invitees:

- Cr
- Cr (to be determined at the Council meeting)
- Community Invitees

Cr Lynagh seconded

Carried

13. CORPORATE AND COMMUNITY SERVICES REPORT NO. 83/2016 – Corporate & Community Services Sub-Committee Memberships - Ref. AF11/858

Cr Persello moved it be recommended:

- (a) Corporate & Community Services Committee Report No. 83/2016 be received.

Cr Lynagh seconded

Carried

MOTION WITH NOTICE

14. COMMUNITY RELATIONS - Congratulations, Greetings and Condolences Received and Sent by Council - Ref. AF11/208

Cr Persello moved it be recommended:

- (a) Council congratulate former Councillor Mr James Maher on his appointment to the Reconciliation South Australia Board.

Cr Meziniec seconded

Carried

MOTIONS WITHOUT NOTICE

15. GOVERNANCE - Council Committee Membership and Appointments - Ref. AF11/858

Cr Persello moved that a Elected Member Workshop be conducted early January 2017 to consider the Sub-Committee Membership in light of the new Community Plan.

Cr Meziniec seconded

Carried

Meeting closed at 6.24 p.m.

MJT

CONFIRMED THIS

DAY OF

2017.

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PRESIDING MEMBER