

## CORPORATE AND COMMUNITY SERVICES COMMITTEE

Minutes of meeting held in the Reception Area, Level 4, Civic Centre, 10 Watson Terrace,  
Mount Gambier on Tuesday 14<sup>th</sup> June, 2016 at 5.30 p.m.

PRESENT: Cr S Meziniec (Presiding Member)  
Cr M Lovett, Cr Lynagh, Cr S Perryman (arrived at 5.33pm)

APOLOGIES: Cr Lovett moved that the apologies from Mayor Lee and  
Cr H Persello be received.

Cr Lynagh seconded Carried

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 People, Culture and Safety, Alan Hollway  
Administration Officer – Executive Support, Tracey Nisbet

### COUNCIL MEMBERS

AS OBSERVERS: Cr F Morello

**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 Lynagh moved that the minutes of the previous meeting held 9<sup>th</sup> May,  
2016 be taken as read and confirmed.

Cr Lovett seconded Carried

### QUESTIONS:

(a) With Notice - Nil received

(b) Without Notice – Nil received

### **1. FINANCIAL STATEMENT – as at 31<sup>st</sup> May, 2016**

*Goal:* Governance

*Strategic Objective:* Demonstrate innovative and responsive organisational governance

**Cr Meziniec moved it be recommended the financial statement as at 31<sup>st</sup> May, 2016  
be received.**

Cr Lynagh seconded Carried

**2. GOVERNANCE – Committees – Lifelong Learning Sub-Committee – Minutes of Meeting held 20<sup>th</sup> May, 2016 – Ref. AF15/501**

*Goal:* Governance

*Strategic Objective:* Demonstrate innovative and responsive organisational governance

**Cr Mezinec moved it be recommended:**

(a) the Minutes of the Lifelong Learning Sub-Committee Meeting held on 20<sup>th</sup> May, 2016 be received;

(b) the following recommendations of the Lifelong Learning Sub-Committee be adopted by Council;

**1. KEY FOCUS AREA – Wellbeing and Resilience**

(a) The progress report on the Regional Wellbeing & Resilience Collaboration provided by the Manager Community Services & Development be received.

**2. KEY FOCUS AREA – Wellbeing and Resilience**

(a) The progress report on a Wellbeing Workforce/Positive Organisation project provided by the Manager Community Services & Development report be received.

**3. KEY FOCUS AREA – Wellbeing and Resilience integration with STEM**

(a) the report on the integration of the Wellbeing and Resilience Program with the STEM, South East Strategy and Action Plan 2015 – 2018 provided by the Manager Community Services & Development report be received;

(b) the implementation of the STEM, South East Strategy and Action Plan 2015 - 2018 remain a Key Focus area for the Lifelong Learning Sub-Committee.

**Cr Lynagh seconded**

**Carried**

**3. GOVERNANCE – Committees – Community Engagement and Social Inclusion Sub-Committee – Amended Minutes of Meeting held 22<sup>nd</sup> March, 2016 – Ref. AF15/500**

*Goal:* Governance

*Strategic Objective:* Demonstrate innovative and responsive organisational governance

**Cr Mezinec moved it be recommended:**

(a) the amended Minutes of the Community Engagement and Social Inclusion Sub-Committee Meeting held on 22<sup>nd</sup> March, 2016 be received;

(b) the following recommendations of the Community Engagement and Social Inclusion Sub-Committee be adopted by Council:

1. **GUEST SPEAKER** – Mr Alan March, Families SA and Mr David Copley, Pangula Mannamurna Inc
  - (a) Mr Alan March, Families SA and Mr David Copley, Pangula Mannamurna Inc be thanked for their presentation.
2. **RECONCILIATION ACTION PLAN** – Reconciliation Action Plan Progress Table
  - (a) The Reconciliation Action Plan progress table be received.
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.

Cr Lovett seconded

**Carried**

4. **GOVERNANCE** – Committees – Community Engagement and Social Inclusion Sub-Committee – Minutes of Meeting held 23<sup>rd</sup> May, 2016 – Ref. AF15/500

*Goal:* Governance

*Strategic Objective:* Demonstrate innovative and responsive organisational governance

Cr Meziniec moved it be recommended:

- (a) the minutes of the Community Engagement and Social Inclusion Sub-Committee Meeting held on 23<sup>rd</sup> May, 2016 be received;
- (b) the following recommendations of the Community Engagement and Social Inclusion Sub-Committee be adopted by Council:
  1. **RECONCILIATION ACTION PLAN** – Reconciliation Action Plan Progress Table Ref. - AF15/341
    - (a) The Reconciliation Action Plan progress table be received.
  2. **KEY FOCUS AREAS** – Key Focus Area Progress Table Ref. - AF15/500
    - (a) The Community Engagement & Social Inclusion Key Focus Area progress table be received and noted for information;
  3. **LIMESTONE COAST COMMUNITY SERVICES ROUNDTABLE** – Update Ref. - AF15/469
    - (a) The report on the Limestone Coast Community Services Roundtable Planning Day be received.

Cr Lynagh seconded

**Carried**

**5. GOVERNANCE – Committees – Audit Committee – Minutes of Meeting held 31<sup>st</sup> May, 2016 – Ref. AF11/863**

*Goal:* Governance

*Strategic Objective:* Demonstrate innovative and responsive organisational governance

**Cr Mezinec moved it be recommended:**

- (a) the minutes of the City of Mount Gambier Audit Committee meeting held on 31<sup>st</sup> May, 2016 be received;**
- (b) the following recommendations of the Audit Committee meeting held on Tuesday, 31<sup>st</sup> May, 2016 be adopted by Council.**

**1. REPORTS FOR INFORMATION**

The report be received.

**2. AUDIT WORK PROGRAM 2014 - 2018 - Ref. AF11/863**

The report be received.

**3. EXTERNAL AUDITOR - Ref. AF12/227**

- (a) the report be received;**
- (b) the Finance Managers report (attached) on improvements to stock control processes at 'The Lady Nelson' including the actions referenced therein be endorsed by the Audit Committee;**
- (c) the outstanding Audit findings continue to be monitored by the Audit Committee.**

**4. EXTERNAL AUDITOR - Financial Controls Review - Ref. AF11/714**

- (a) the External Auditor's Financial Controls Review Management Letter be received;**
- (b) the External Auditor be advised of Council Management's response;**
- (c) the Audit findings continue to be monitored by the Audit Committee.**

**5. EXTERNAL AUDIT SERVICES**

The report be received for information.

**6. FINANCIAL INTERNAL CONTROLS - Internal Audit Program - Ref. AF16/164**

- (a) the report be received;**
- (b) Financial Internal Controls report No 2/2016 be endorsed by Council.**

**7. 2016/2017 ANNUAL BUSINESS PLAN AND BUDGET PROGRAM - Ref. AF15/461**

**The report be received.**

**Cr Perryman 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 6: *"My children are members of East Gambier netball club (Member of Western Border Netball Association) and Bulldogs Basketball club (Mount Gambier Basketball Association) and I am a member of East Gambier Football Club, umpire in the Western Border Netball Association, However none of the above people are applicants / recipients of funds."*

I intend to deal with the perceived conflict of interest in the following transparent and accountable way: *"I will declare the perceived conflict but will participate in discussion and vote."*

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

**6. GOVERNANCE - Committees - Junior Sports Assistance Fund - Minutes of Meeting held 8<sup>th</sup> June, 2016 - Ref. AF11/725**

*Goal: Governance*

*Strategic Objective: Demonstrate innovative and responsive organisational governance*

**Cr Meziniec moved it be recommended:**

- (a) the minutes of the City of Mount Gambier Junior Sports Assistance Fund General Meeting held on 8<sup>th</sup> June, 2016 be received;**
- (b) the following recommendations of the City of Mount Gambier Junior Sports Assistance Fund held on 8<sup>th</sup> June, 2016 be adopted by Council:**

**1. FINANCIAL STATEMENT AS AT 3<sup>RD</sup> JUNE, 2016**

The financial statement as at 3<sup>rd</sup> June, 2016 be received noting a cash balance of \$70,985.

**2. APPLICATIONS FOR FINANCIAL ASSISTANCE FOR JUNIORS FROM 21<sup>ST</sup> MARCH, 2016 TO 3<sup>RD</sup> JUNE, 2016**

The actions in making the above payments from the Fund be confirmed and ratified.

**3. APPRECIATIONS - letters received/forwarded**

The report be received.

**4. GENERAL INFORMATION - Since 1<sup>st</sup> July 2015**

The reports be received.

**5. OTHER APPLICATIONS**

The report be received.

**6. MEMBER CONTRIBUTIONS - Unpaid Membership 2015/2016**

- (a) the report be received;
- (b) if the Blue Lake BMX Club submit an application to rejoin the Fund for the 2016/2017 financial year and pay their respective membership, no other penalties be enforced.
- (c) acknowledgement be made that the fees for 2015/2016 be waived.

7. **ROTARY CLUB OF MOUNT GAMBIER LAKES - DONATIONS TO FINANCIALLY DISADVANTAGED JUNIOR SPORTS PERSONS**

- (a) the report be received;
- (b) the following application(s)/funding be made available to the Member Organisations named below to assist the identified junior(s) to achieve their fullest participation with the specific purpose donation from the Rotary Club of Mount Gambier Lakes - Donations to Financially Disadvantaged Junior Sportsperson's initiative (funded from some of the proceeds from the 2014 SA Power Networks Blue Lake Fun Run) and to be used strictly in accordance with their respective confidential application:
  - (i) Limestone Coast Football Association - Nominee One \$300

Cr Perryman seconded

Carried

Cr Perryman voted in favour of the motion.

7. **PROPERTY MANAGEMENT** - Railway Lands Activation Team update – Ref AF15/398

Goal: *Building Communities*

Strategic Objective: (i) *Encourage the empowerment of the community to lead and self manage their respective desires and aspirations.*  
(ii) *Encourage the development of community facilities and infrastructure, community events, and active and safe community spaces through direct support, seeking funding, facilitation etc.*

The Manager – Community Services and Development reported:

During May 2016 the Railway Lands Activation Team continued to plan and facilitate activities at the site such as #STEMfun16, Winter @ the Rail, the Leaders Celebration and oversee the installation of the public art works.

The artwork of Diana Wiseman has been well received by the community and the installation of the Ben Brumby piece is another exciting example of the calibre of local artists we have in our community.

Continuing in the realm of arts development, the Activation Team hosted Illuminart technician, Craig Laurendet in Mount Gambier and conducted an audit of public spaces throughout the City that would be suitable for a projection art project. This audit was followed by a webinar with the Principal of Illuminart, Cindi Drennan that was attended by a cohort of local visual artists. The outcome from this work will be a report that will provide guidance to the types of projects possible and a development program that could produce quality projection artwork locally.

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The Railway Lands came to life with a full program of scientific fun on Sunday 29<sup>th</sup> May 2016 as part of the first ever regional STEM summit. This initiative attracted in the vicinity of 2,000 people – mostly families - and initial feedback received includes consistent enquiry into 'the next event like this'.

The Railway Lands Activation Team are finalising a full evaluation of the test and trial phase of the site activation and have continued to progress temporary, low cost activations including the following initiatives:

<b>Commercial/Community integration</b>	
Railway Building	No further activity
Site	Short term hospitality option has been discussed for site – awaiting submission.

<b>Arts/Cultural/Music Activities</b>	
Public Art @ The Rail Public Murals	<i>First Stop Public Art @ the Rail</i> The works by Diana Wiseman and Ben Brumby have both been installed.
Nature Play Sculptures	Ivo Tadic has commenced the on site carvings and all other sculptures are under construction.
Illuminart	Activation Team and a cohort of visual artists attended a workshop/webinar with Cindi Drennan and Craig Laurendet of Illuminart.

<b>Events</b>	
#STEMfun16	This was a very successful family event that attracted in the vicinity of 2,000 people. This activity was part of a regional first STEM program that was incredibly well received by the community.

<b>Evaluation</b>	
Evaluation consultations have been completed and a final report is being prepared.	

Confirmed future events for the Railway Lands.

<b><u>June</u></b>
Winter @ the Rail – Winter Sessions Pt 1 Studebaker Display Leaders Celebration

**Cr Lynagh moved it be recommended:**

**(a) the progress report on the Railway Lands Activation Team be received.**

**Cr Perryman seconded**

**Carried**

**8. CORPORATE AND COMMUNITY SERVICES REPORT NO. 40/2016 - Policy Review - R155 - Rate Rebate Policy - Ref. AF11/1952, AF11/823, AF11/824**

*Goal:* Governance

*Strategic Objective:* Demonstrate innovative and responsive organisational governance

**Cr Mezinec moved it be recommended:**

**(a) Corporate and Community Services Report No. 40/2016 be received;**

- (b) Council hereby adopts amended Council Policy R155 - Rate Rebate Policy, as provided with this report.

Cr Lynagh seconded

Carried

9. **CORPORATE AND COMMUNITY SERVICES REPORT NO. 41/2016 - Policy Review - R105 - Rating Policy - Ref. AF11/1952**

Goal: Governance

Strategic Objective: Demonstrate innovative and responsive organisational governance

Cr Meziniec moved it be recommended:

- (a) Corporate and Community Services Report No. 41/2016 be received;
- (b) Council hereby adopts amended Council Policy R105 - Rating Policy, as provided with this report.

Cr Lovett seconded

Carried

10. **CORPORATE AND COMMUNITY SERVICES REPORT NO. 42/2016 - Nominations - Community Engagement and Social Inclusion Sub-Committee - Ref. AF15/500**

Goal: Governance

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

Goal: Diversity

Strategic Objective: Develop the capacity of Council to effectively communicate and engage with our communities, other agencies and service providers.

Cr Meziniec moved it be recommended:

- (a) Corporate and Community Services Report No. 42/2016 be received;
- (b) The report be referred back to the next Community Engagement and Social Inclusion sub-committee for discussion of the nominations received.

Cr Lovett seconded

Carried

11. **CORPORATE AND COMMUNITY SERVICES REPORT NO. 43/2016 - LCLGA - Audit Committee Exemption - 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.

Cr Meziniec moved it be recommended:

- (a) Corporate and Community Services Report No. 43/2016 be received;

- (b) The Limestone Coast Local Government Association (LCLGA) be supported in seeking an exemption from the requirement to have an Audit Committee based on the following;
- i. the LCLGA Board has in place relevant internal control policies and procedures and these are periodically reviewed and updated;
  - ii. the LCLGA Board's external auditor has provided an audit opinion that its internal controls are sufficient to provide a reasonable assurance that its financial transactions are being conducted properly and lawfully;
  - iii. all reports by the auditor are (and will be in the future) circulated to each constituent council (i.e. by way of the Annual Report and at a Board Meeting);
  - iv. no evidence has come to light which strongly suggests that the LCLGA Board is not complying with its obligations under the Local Government Act 1999 and associated Regulations in all material respects;
  - v. The value of assets owned by the LCLGA Board does not appear unduly high for one not subject to audit committee requirements;
  - vi. the level of annual operating expenses of the LCLGA Board does not appear unduly high for one not subject to audit committee requirements; and
  - vii. The predominant source of income of the LCLGA Board does not involve rates or charges levied directly on Council ratepayers.

Cr Lynagh seconded

Carried

12. **CORPORATE AND COMMUNITY SERVICES REPORT NO. 44/2016** - Elector Representation Review – Options Paper - Ref. AF15/624

*Goal: Diversity*

*Strategic Objective: Understand our community profile*

*Goal: Governance*

*Strategic Objective: Demonstrate innovative and responsive organisational governance.*

*Establish measures for Council's performance and continually compare against community expectations.*

Cr Meziniec moved it be recommended:

- (a) Corporate and Community Services Report No. 44/2016 be received.
- (b) The Elector Representation Review – Options Paper and questionnaire attached to Corporate and Community Services Report No. 44/2016 be received and endorsed for public consultation purposes.
- (c) Public Consultation on the Elector Representation Review - Options Paper be conducted in accordance with the requirements of the Local Government Act and any resultant questionnaires/submissions be the subject of a further report to Council for consideration.

Cr Perryman seconded

Carried

**13. CORPORATE AND COMMUNITY SERVICES REPORT NO. 45/2016 - Provincial Cities Association – Audited Statement Of Financial Position - Ref. AF11/935**

*Goal:* Governance

*Strategic Objective:* Demonstrate innovative and responsive organisational governance.

**Cr Meziniec moved it be recommended:**

- (a) Corporate and Community Services Report No. 45/2016 and the final Audited Statement of Financial Position of the Provincial Cities Association of South Australia as at 30<sup>th</sup> April 2016 be received;**
- (b) Acceptance of the final Audited Statement of Financial Position of the Provincial Cities Association as at 30<sup>th</sup> April 2016 be acknowledged to the Auditor Mr John Ewen of John Ewen & Associates;**
- (c) In accordance with the provisions of the Local Government Act and Regulations, the relevant components of the final Audited Statement of Financial Position of the Provincial Cities Association as at 30<sup>th</sup> April 2016 be endorsed for publication in Council's 2015/16 Annual Report;**
- (d) The former Executive Officer of the Provincial Cities Association, Mr Ian McSporran, his support staff, and the other constituent Council's comprising the Provincial Cities Association be thanked for their efforts over its period of operation.**

**Cr Lovett seconded**

**Carried**

**MOTIONS WITH NOTICE - Nil**

**MOTIONS WITHOUT NOTICE**

**1. GOVERNMENT RELATIONS - Limestone Coast Local Government Association - LCLGA Business Plan and Budget 2016/2017 – Ref. AF15/451**

*Goal:* Governance

*Strategic Objective:* Demonstrate innovative and response organisational governance

The Director – Corporate Services reported:

- (a) LCLGA has reported to Member Councils its Draft Business Plan for the forthcoming 2016/17 financial year for review and feedback prior to adoption by the LCLGA Board (refer attached);**
- (b) In respect of the proposed contributions to the overall LCLGA Budget, the following comparison between this years actual contribution and next year's draft Budget contributions are provided;**

ITEM	15/16	16/17
LCLGA SUBSCRIPTION	73 072	72,985
RDA LIMESTONE COAST	23 077	23,090
TOURISM INDUSTRY DEVELOPMENT	31 284	29,194
HERITAGE SERVICES	22 611	24,702
REGIONAL RECREATION AND SPORT	13 235	13,270
REGIONAL WASTE MANAGEMENT	15 207	15,128
REGIONAL TRAILS PROJECT	3 318	-
REGIONAL PLANNING ALLIANCE	6 635	-
REGIONAL ATTRACTION/RETENTION SUPPLY	6 635	-
TOTAL CONTRIBUTION	\$195,074	\$178,369

**Cr Lynagh moved it be recommended:**

- (a) the report be received;**
- (b) the draft 2016/2017 LCLGA Business Plan and Budget be accepted and provision be made in Council's 2016/2017 Business Plan and Budget for the said allocations;**
- (c) LCLGA be advised of Council's acceptance of the draft 2016/2017 LCLGA Business Plan and Budget.**

**Cr Lovett seconded**

**Carried**

Meeting closed at 5.53 p.m.

FM/MJT/TLN