

CORPORATE AND COMMUNITY SERVICES COMMITTEE

Minutes of Meeting held at the Reception Area, Level 4, Civic Centre, 10 Watson Terrace,
Mount Gambier on Monday 10th August, 2015 at 5.33 p.m.

PRESENT: Cr J Lynagh, Cr S Meziniec and Cr H Persello

APPOINTMENT OF ACTING

PRESIDING MEMBER: Cr Meziniec moved that Cr Persello be appointed as Acting Presiding Member.

Cr Persello seconded Carried

APOLOGY: Cr Lynagh moved that the apologies from Mayor Lee, Cr Perryman and Cr Lovett be received.

Cr Meziniec 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
Administration Officer – Executive Support, Fiona McGregor

COUNCIL MEMBERS
AS OBSERVERS: Cr Morello

COUNCIL MEMBERS
AS OBSERVERS
APOLOGY: Cr I Von Stanke

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 Meziniec moved that the minutes of the previous meeting held 13th July, 2015 be taken as read and confirmed.

Cr Lynagh seconded Carried

QUESTIONS:

(a) With Notice - Nil

(b) Without Notice - Nil

1. FINANCIAL STATEMENT – as at 31st July, 2015

Goal: Governance

Strategic Objective: Demonstrate innovative and responsive organisational governance.

Cr Meziniec moved it be recommended the financial statement as at 31st July, 2015 be received.

Cr Lynagh seconded Carried

2. FINANCIAL MANAGEMENT - Audit - Interim Audited Financial Statements - Ref. AF12/227

Goal: Governance

Strategic Objective: Demonstrate innovative and responsive organisational governance

The Director - Corporate Services reported:

- (a) following the recent interim audit Council has now received the subsequent Audit Management letter which was an agenda item for the July Audit Committee Meeting;
- (b) the Audit Management letter identified three (3) 'findings' to which a management response has now been prepared and included in the report.

Cr Lynagh moved it be recommended:

- (a) the report be received;
- (b) Council provide the management response (as presented) to the External Auditor, in response to the 2015 Interim Audit;
- (c) the identified 2015 Interim Audit findings continue to be monitored by the Audit Committee.

Cr Mezinec seconded

Carried

3. GOVERNANCE – Committees – Strategic Planning Sub-Committee – Minutes of Meeting held 22nd July, 2015 – Ref. AF15/366

Goal: Governance

Strategic Objective: Demonstrate innovative and responsive organisational governance

Cr Mezinec moved it be recommended:

- (a) the minutes of the Strategic Planning Sub-Committee Meeting held on 22nd July, 2015 be received;
- (b) the following recommendation (numbered 1 to 3) of the Strategic Planning Sub-Committee be adopted by Council:

1. MEMBERS WORKSHOPS – Strategic Planning – Ref. AF15/83

The report be received.

2. REVIEW OF THE STRATEGIC PLAN – Ref. AF13/486

- (a) The report be received.
- (b) The Strategic Plan be presented in a simple template and provided to Members of the Strategic Planning Committee for further consideration.
- (c) The draft Strategic Plan continue to be refined and developed in consultation with Council Members and Council Officers.

3. FUTURES PAPER - Launch - Ref 13/125

- (a) The report be received.
- (b) The following options for the promotion of the Futures Paper be undertaken:
 - (i) The production of a summary document, maximum of four A4 pages.
 - (ii) Copies of the Futures Paper be printed once the document has been reformatted using the new branding style.
 - (iii) A media release be prepared and released promoting the Futures Paper.
 - (iv) The Futures Paper be promoted as the document used to review and develop Council's Strategic Plan.

Cr Lynagh seconded

Carried

4. GOVERNANCE – Committees – Community Engagement and Social Inclusion Sub-Committee – Minutes of Meeting held 27th July, 2015 – Ref. AF15/78

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 27th July, 2015 be received;
- (b) the following recommendation (numbered 1 and 2) of the Community Engagement and Social Inclusion Sub-Committee be adopted by Council;
 - 1. KEY FOCUS AREA – Reconciliation Action Plan - Community Engagement & Social Inclusion Sub Committee Report No. 7/2015 - Ref AF12/376
 - (a) That the Community Engagement and Social Inclusion Sub-Committee Report No 7/2015 on the Reconciliation Action Plan (RAP) development workshop be received;
 - (b) Community Engagement and Social Inclusion Sub-Committee engage a RAP focus group to develop a Stretch RAP which identify measures that can be embedded into the organisation;
 - (c) Consult with Elders and request that they identify who they wish to be represented by on the RAP focus group. This may be a male and female.
 - (d) Foundation of the RAP focus group will be made of RAP Champions to work alongside Elders. The group will also include:
 - Elected Members
 - City of Mount Gambier staff from across divisions
 - Community representatives

- Young People
 - CESI Members
- (e) Communicate with the Aboriginal community so they are aware of what is proposed and occurring in developing the RAP.
- (f) By end of August 2015 a meeting will occur to discuss potential employment issues and opportunities within Council for Aboriginal and Torres Strait Islanders. The group will comprise of Cr. Richardson, Cr. Lovett and key staff, inclusive of the CEO and HR Manager.
- (g) By December 2015 hold three targeted focus groups in order to consult, gather ideas and embed tangible outcomes in structure of the RAP. The focus groups should include:
- Interested community members, young people, Educators
 - City of Mount Gambier Staff
 - The Business Community
- (h) A representative from Families SA be invited to Community Engagement and Social Inclusion Sub-Committee meeting to present on the issue of Indigenous children in care in the South East.

2. **KEY FOCUS AREA** – Community Engagement & Social Inclusion - Report for Information - Ref. AF12/376

The Community Engagement & Social Inclusion Key Focus Area progress table be received and noted for information;

Cr Lynagh seconded

Carried

5. **GOVERNANCE** – Committees – Audit (Section 41) Committee – Minutes of Meeting held 28th July, 2015 – Ref. AF11/863

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 Audit Committee meeting held on 28th July, 2015 be received;
- (b) recommendations 1 to 11 of the Audit Committee meeting held on Tuesday, 28th July, 2015 be adopted by Council.

1. **REPORTS FOR INFORMATION**

The reports be received.

2. **EXTERNAL AUDITOR - INTERIM AUDIT 2015** - Ref. AF12/227

- (a) the report be received;

- (b) the identified 2014/2015 Audit recommendations continue to be monitored by the Audit Committee;
 - (c) Council provide a suitable management response to the Internal Audit findings.
- 3. **AUDIT WORK PROGRAM 2007 - 2014 - Ref. AF11/863**
The report be received.
- 4. **AUDIT COMMITTEE SELF ASSESSMENT OF PERFORMANCE - AF11/863**
 - (a) the report be received;
 - (b) the Audit Committee record that it is satisfied that its performance is meeting Council and other relevant Authority's standards and expectations.
- 5. **AUDIT COMMITTEE TERMS OF REFERENCE - Ref. AF11/863**
 - (a) the report be received;
 - (b) the Audit Committee considers the existing Terms of Reference remain current, relevant and appropriate and therefore be endorsed by Council including procedural amendments only.
- 6. **AUDIT COMMITTEE WORK PROGRAM 2014-2018 - Ref. AF11/863**
 - (a) the report be received;
 - (b) the revised Work Program 2014-2018 be adopted.
- 7. **CORPORATE AND COMMUNITY SERVICES REPORT NO. 48/2015 - Audit Committee Annual Report to Council - AF11/863**
 - (a) that Corporate and Community Services Report No. 48/2015 be received;
 - (b) that the Audit Committee adopt the 2014/2015 City of Mount Gambier Audit Committee Annual Report, as presented in Corporate and Community Services Report No. 48/2015;
 - (c) Audit Committee Members be invited to attend the Corporate and Community Services Committee to present/discuss any aspects of the Annual Report.
- 8. **CORPORATE AND COMMUNITY SERVICES REPORT NO. 49/2015 - Governance and Corporate Risk Update - AF11/1948, AF11/1950**
Corporate and Community Services Report No. 49/2015 be received.
- 9. **CORPORATE AND COMMUNITY SERVICES REPORT NO. 50/2015 - Policy Review - C290 Internal Review of Council's Decisions - Ref. AF11/950**
 - (a) Corporate and Community Services Report No. 50/2015 be received;

(b) Council hereby adopts replacement Council Policy C290 – Internal Review of Council’s Decisions, as provided with this report;

(c) Council makes the necessary amendments to Council's Policy Manual Index.

10. **CORPORATE AND COMMUNITY SERVICES REPORT NO. 51/2015 – Policy Review – M265 Members Complaints Handling – AF11/1950**

(a) Corporate and Community Services Report No. 51/2015 be received;

(b) Council hereby adopts replacement Council Policy M265 – Members Complaints Handling, as provided with this report;

(c) Council makes the necessary amendments to Council's Policy Manual Index.

11. **CORPORATE AND COMMUNITY SERVICES REPORT NO. 52/2015 - Policy Review - R305 Risk Management Framework - Ref. AF11/1948**

(a) Corporate and Community Services Report No. 52/2015 be received;

(b) Council hereby adopts replacement Council Policy R305 – Risk Management Framework Policy, as provided with this report;

(c) Council makes the necessary amendments to Council's Policy Manual Index.

Cr Lynagh seconded

Carried

6. **CORPORATE AND COMMUNITY SERVICES REPORT NO. 53/2015 - S A Grants Commission Database Report - Ref. AF13/458**

Goal: Governance

*Strategic Objective: (vi) Establish measures for Council’s performance and continually compare against community expectations.
(vii) Engage with national, state, regional and local forums and partnerships to provide solutions and options to continually improve Councils service deliver and performance.*

Cr Meziniec moved it be recommended:

(a) Corporate and Community Services Report No. 53/2015 be received;

(b) Corporate and Community Services Report No. 53/2015 be referred to Council’s Audit Committee for further review.

Cr Lynagh seconded

Carried

7. CORPORATE AND COMMUNITY SERVICES REPORT NO. 54/2015 - Funding Request For Aboriginal Cultural Purposes - Ref. AF11/1595

Goal: Building Communities

*Strategic Objective: Recognition of our different cultural communities. Building respectful partnerships with those communities and acknowledging the traditional custodians of this area.
Recognition of our indigenous communities as traditional custodians of the land. Build respectful partnerships with our indigenous persons.*

Goal: Diversity

*Strategic Objective: Celebrate the positive contributions of all members of our communities, to our collective social, economic, cultural, health and overall well-being.
Facilitate the community's active involvement in meeting the varied aspirations, diverse needs and special services that are required (including those for marginalised and vulnerable groups).
Develop the capacity of Council to effectively communicate and engage with our communities, other agencies and service providers.*

Cr Mezinec moved it be recommended:

- (a) Corporate & Community Services report 54/2015 on Funding request for Aboriginal Cultural Purposes be received;**
- (b) That Council allocate \$20,000 from GL account 6630.1128 Aboriginal Cultural Heritage to support Pangula Mannamurna's submission for a long term cultural development project.**

Cr Lynagh seconded

Carried

8. CORPORATE AND COMMUNITY SERVICES REPORT NO. 55/2015 - Section 41 Committee - Community Engagement and Social Inclusion Sub-Committee - Terms of Reference - Ref. AF15/78

Goal: Governance

*Strategic Objective: Demonstrate innovative and responsible organisational governance.
Establish measures for Council's performance and continually compare against community expectations.*

Cr Mezinec moved it be recommended:

- (a) Corporate and Community Services Report No. 55/2015 be received;**
- (b) proposed amendments contained in the redrafted Community Engagement & Social Inclusion Sub-Committee Terms of Reference attached to the Report be supported and referred to the Community Engagement & Social Inclusion Sub-Committee for comment.**

Cr Lynagh seconded

Carried

9. CORPORATE AND COMMUNITY SERVICES REPORT NO. 56/2015 - Section 41 Committee - Lifelong Learning Sub-Committee - Terms of Reference - Ref. AF15/77

Goal: Governance

Strategic Objective: Demonstrate innovative and responsible organisational governance.

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

Cr Lynagh moved it be recommended:

- (a) Corporate and Community Services Report No. 56/2015 be received;**
- (b) proposed amendments contained in the redrafted Lifelong Learning Sub-Committee Terms of Reference attached to the Report be supported and referred to the Lifelong Learning Sub-Committee for comment.**

Cr Meziniec seconded

Carried

10. CORPORATE AND COMMUNITY SERVICES REPORT NO. 57/2015 - Freedom of Information Statement - Ref. AF11/1169

Goal: Governance

Strategic Objective: Demonstrate innovative and responsive organisational governance.

Cr Meziniec moved it be recommended:

- (a) Corporate and Community Services Report No. 57/2015 be received;**
- (b) Council endorse the revised Information Statement as attached to Corporate and Community Services Report No. 57/2015, in accordance with the requirements of the Freedom and Information Act, 1991 and authorise the publication of the Information Statement in accordance with the Freedom of Information (General) Regulations, 2002.**

Cr Lynagh seconded

Carried

11. CORPORATE AND COMMUNITY SERVICES REPORT NO. 58/2015 - Council Representative - Limestone Coast Violence Against Women Collaboration - Ref. AF11/854

Goal: Governance

Strategy: Demonstrate innovative and responsive organisational 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.

Goal: Diversity

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

Cr Lynagh moved it be recommended:

- (a) Corporate and Community Services Report No. 58/2015 be received.
- (b) The nomination from Cr Greco be accepted for the vacant Limestone Coast Violence Against Women Collaboration position and Cr Greco be endorsed as Council's nominee.

Cr Mezinec seconded

Carried

12. **CORPORATE AND COMMUNITY SERVICES COMMITTEE REPORT NO. 60/2015 - Review Policy F140 Flags – Protocol Ref. AF14/410**

Goal: Building Communities

Strategic Objective: Recognise the roles, needs and contributions of minority or disadvantaged groups in our community.

Support the community's development through nurturing collaborative relationships and partnerships and through direct access to Council for recognition, funding, facilitation and in kind support.

Goal: Diversity

Strategic Objective: Celebrate the positive contributions of all members of our communities, to our collective social, economic, cultural, health and overall well-being.

Facilitate the community's active involvement in meeting the varied aspirations, diverse needs and special services that are required (including those for marginalised and vulnerable groups).

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

Cr Lynagh moved it be recommended

- a) Corporate & Community Services Report 60/2015 on Review Policy F140 Flags – Protocol be received;
- b) Council review policy F140 to:
 - identify by resolution adjustments to item 2.1.3 the schedule of special days for flying flags annually to include other national and international days of observance, such as 17 May, the International Day Against Homophobia and Transphobia (IDAHOT).
 - identify eligibility criteria to process requests seeking observance of causes or special events on which to fly flags either occasionally or periodically.

Cr Mezinec seconded

Carried

MOTIONS WITH NOTICE - Nil

MOTIONS WITHOUT NOTICE - Nil

13. CONSIDERATION FOR EXCLUSION OF PUBLIC

Cr Meziniec moved that pursuant to section 90(2) of the Local Government Act 1999 the Council orders that all members of the public (with the exception of other Council Members and Council Officers now present) be excluded from the meeting in order for Agenda Item 14 to be received, discussed and considered in confidence.

The Council is satisfied that the information to be received, discussed or considered in relation to this Agenda Item is information that pursuant to:

- section 90(3)(b) – the disclosure of which could reasonably be expected:
 - to confer a commercial advantage on a person with whom the Council is proposing to conduct business,
 - and;
 - would prejudice the commercial position of the Council.
- section 90(3)(d) - is commercial information of a confidential nature (not being a trade secret) the disclosure of which could reasonably be expected:
 - to prejudice the commercial position of the person who supplied the information,
 - and;
 - to confer a commercial advantage on a third party.

The information to be received and discussed relates to the business of a 3rd party organisation with whom Council is considering to conduct business the disclosure of which would reasonably be expected to prejudice or confer advantage on the commercial positions of various stakeholders and the current operating activities of that organisation.

In addition, the disclosure of this information would, on balance, be contrary to the public interest. The public interest in public access to the meeting has been balanced against the public interest in the continued non-disclosure of the information. The benefit to the public at large resulting from withholding the information outweighs the benefit to it of disclosure of the information. 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 would prejudice the Council's position in negotiating appropriate commercial and acceptable community outcomes with 3rd party stakeholders.

<u>Item No.</u>	<u>Subject Matter</u>	<u>S90 (3) Grounds</u>
Corporate & Community Services		
14.	<u>CORPORATE AND COMMUNITY SERVICES REPORT NO. 59/2015 - Riddoch Art Gallery- Ref. AF11/1615</u>	(b) & (d)
	CONSIDERATION FOR KEEPING MATTERS CONFIDENTIAL	

Cr Lynagh seconded

Carried