



Reference: AF11/862

MAYOR  
COUNCILLORS  
CITY OF MOUNT GAMBIER

Members

1. NOTICE is hereby given that a meeting of the Council of the City of Mount Gambier will be held at the Council Chamber, Civic Centre, 10 Watson Terrace, Mount Gambier on **TUESDAY, 16<sup>TH</sup> DECEMBER, 2014 AT 6.00 P.M.**
2. Notice is hereby given that the Standing Committees (Committee Room and Level 1 Conference Room) and Development Assessment Panel (Level 1 Conference Room) will meet at the Civic Centre, 10 Watson Terrace, Mount Gambier on the days and dates as follows:

Corporate and Community Services Committee	<b>No Meeting Scheduled</b>
Operational Services Committee	<b>No Meeting Scheduled</b>
Development Assessment Panel	<b>Thursday, 22<sup>nd</sup> January, 2015 at 5.45 p.m.</b>

**Mark McSHANE**  
CHIEF EXECUTIVE OFFICER

10<sup>th</sup> December, 2014  
TLG

CITY OF MOUNT GAMBIER

Meeting to be held at the Council Chamber, Civic Centre, 10 Watson Terrace, Mount Gambier  
on Tuesday 16<sup>th</sup> December, 2014 at 6.00 p.m.

AGENDA

**COUNCIL**

**PRESENT:**

Mayor Andrew Lee

Cr Christian Greco  
Cr Des Mutton  
Cr Frank Morello  
Cr Hanna Persello  
Cr Ian Von Stanke  
Cr Josh Lynagh  
Cr Mark Lovett  
Cr Penny Richardson  
Cr Sonya Meziniec  
Cr Steve Perryman

**APOLOGY/IES:**

moved the apology received from  
be accepted.

seconded

**COUNCIL OFFICERS:**

Chief Executive Officer	-	Mr M McShane
Director – Corporate Services	-	Mr G Humphries
Director – Operational Services	-	Mr D Sexton
Manager Community Services and Development	-	Ms B Cernovskis
Governance Officer	-	Mr M McCarthy
Administrative Officer Executive Support	-	Ms T Gritton

**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.**

**CONFIRMATION  
OF MINUTES:**

moved the minutes of the previous meetings  
held on 21<sup>st</sup> October, 2014 and 25<sup>th</sup> November, 2014 be taken as  
read and confirmed.

seconded

**MAYORAL REPORT** - Ref. AF11/881

**REPORTS FROM COUNCIL REPRESENTATIVES ON OUTSIDE ORGANISATIONS / ACTIVITIES** - Ref. AF11/882

<u>Member</u>	<u>Organisation</u>
.....	.....
.....	.....
.....	.....
.....	.....

..... moved the reports made by Council representatives on outside organisations / activities be received.

..... seconded

**QUESTIONS:**

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

**PETITIONS:** Nil

**NOTICE OF MOTION TO RESCIND:** Nil

**OPERATIONAL SERVICES ITEMS**

**1. GOVERNANCE - Projects to be undertaken by the Operational Services Department, Engineering Division, during month - Ref. AF11/866**

The Engineering Manager reported the following works are to be undertaken/are currently being undertaken by the Operational Services Department, Engineering Division, during the month:

<u>Commenced Tasks</u>	<u>% Completed</u>
• Caroline Landfill (Cell construction only)	95%
• Railway Lands Paving Works	15%
• Commerce Place Redevelopment	60%
 <u>Completed Tasks</u>	
• Kennedy Avenue Footpath Construction	
• Commercial Street Paving Project	

..... moved the report be received.

..... seconded

**2. DEVELOPMENT CONTROL - Mount Gambier Heritage Advisory Group - Restoration Fund Grant Program 2014/2015 - Ref. AF11/265**

*Goal:* Governance  
*Strategic Objective:* (i) Demonstrate innovative and responsive organisational governance

The Senior Planner reported:

- (a) The guidelines for the Heritage Restoration Fund are as follows:
1. all of the restoration fund is allocated by grants;
  2. any property listed as a place of local heritage significance (excluding places owned by Local and / or State Government), is eligible for a grant;
  3. the maximum amount of money available to each property is \$2000.00. Properties will only be eligible to receive a grant every third financial year; and
  4. the criteria to successfully apply for a grant includes:
    - the grant is to be used for conservation work (e.g. painting, repairs, fencing, re-roofing), and/or professional design advice;
    - the minimum value of work to be undertaken is \$2,000.00;
    - the works to be undertaken shall be reasonably documented, including drawings, specifications and/or colour schemes or similar;
    - the works shall be undertaken within six (6) months of approval of grant;
    - the grant shall be issued to a successful applicant retrospectively i.e. after work completed;
    - the successful applicant must submit to Council, an invoice or receipt of payment for the completed works, prior to the grant being issued.
- (b) the Mount Gambier Heritage Advisory Group met on Wednesday, 19<sup>th</sup> November 2014;
- (c) applications for the 2014/2015 Local Heritage Restoration Fund have been received;
- (d) the total amount available for the 2014/2015 Local Heritage Restoration fund is \$20,000 as allocated in the 2013/2014 Council budget.
- (e) please note three of the properties have been recommended to receive \$3,000, two properties have works costing less than \$2,000, one applicant has received funds last year and one application was late. Although these vary with the guidelines, the Heritage Advisory Group were of the view that the variance was acceptable as the applicants are carrying out adequate heritage restoration for the betterment of the Local Heritage Places.
- moved:
- (a) The report be received;
- (b) Council allocate funding to the applicants listed below for the 2014/2015 Heritage Grants:

APPLICANT	RECOMMENDED VALUE OF GRANT
Matthew Ray	\$3000
Trident Tyre Centre Pty Ltd	\$500
Craig & Cathy Marsh	\$3000
J A Hirschausen & G C & H J Kinmonth	\$1200
G W & T L Schloithe	\$1000
Catherine Rymill	\$2000
Michael Bailey	\$3000
Adrian & Tracy Koop	\$2000

- (c) Council advise all successful applicants of the grant and the conditions relating to claiming.

seconded

**3. ENVIRONMENTAL MANAGEMENT - Compliance - Caroline Landfill Capital Construction - Purchase of Fuel Refilling Trailer**

*Goal: Environment*

*Strategic Objective: (i) Plan and implement infrastructure to protect and enhance the natural and built environment, including in response to climate*

*Goal: Governance*

*Strategic Objective: (i) Demonstrate innovative and responsive organisational governance*

The Engineering Manager reported:

- (a) Council has recently completed construction of Cell 3 at the Caroline Landfill and is in the process of Capping Cell 1 as part of the Capital Works for the Landfill;
- (b) as Cell 3 is located south of Cell 1 and 2 it is now difficult to refuel the landfill compactor without driving it out of the new cell and damaging the access roadway;
- (c) as the location of the overhead refuelling fuel tank is located adjacent to Cell 1 and 2 and in close proximity to the workshed, and cannot be relocated closer to Cell 3 without interfering with the construction of future cells, it is now necessary to purchase a portable refuelling tank (i.e. fuel tank on trailer);
- (d) normally plant purchases are identified as separate budget items but given the 2015/2016 budget is some months away and it is necessary to purchase this refuelling tank sooner rather than later to enable more efficiency in landfilling operations to occur (now that Cell 3 is being used for landfilling), it will be recommended that this purchase be made from the capital account set aside for the Landfill Construction/Capping;
- (e) estimates for the purchase of a refuelling trailer are in the range of \$10,000 and there are sufficient funds within the capital account to accommodate this purchase without impacting on the budget for unfinished works (i.e. Cell 1 capping).

moved:

- (a) The report be received;
- (b) Council authorise the Director - Operational Services to purchase a suitable refuelling trailer for the Caroline Landfill with costs to be booked against Account No. 7670.5701 (Caroline Landfill Cell Construction and Capping).

seconded

**4. INFRASTRUCTURE - Drainage Easement - 21 Lake Terrace West - Approval to encroach over easement - AF11/2094**

*Goal: Environment*  
*Strategic Objective: (i) Support the preservation and enhancement of the City's unique natural and built heritage for future generations*

The Engineering Manager reported:

- (a) Council has received a request from the property owners of 21 Lake Terrace West to gain approval to encroach (build) over part of the Council drainage easement that currently rests on the eastern boundary of their property;
- (b) a recent survey of the property undertaken by the property owner has confirmed the existence of the easement and that part of their existing dwelling currently encroaches into part of the easement (namely the pergola footings). The owner has informed Council of this and is now seeking permission to allow this to occur but to also allow future additions to partly encroach onto the easement;
- (c) Council's Asset Register does not indicate that there is any Council stormwater infrastructure located in this easement and stormwater from the street system is adequately disposed of via other pipe/pit systems;
- (d) it is likely that this easement may have been created for future stormwater purposes should the need arise. Whilst it is highly unlikely that the easement may be needed for future purposes, the process to remove an easement from a title is both time consuming and costly and has the potential to delay future building approvals should the Council agree to allow the property owner to encroach over the easement for any future building works;
- (e) given that the easement exists, Council may wish to keep the easement on the title but grant permission to the property owner to encroach over part of the easement so long as a portion of the easement is maintained free and unrestricted for any future stormwater purposes;
- (f) any future pipe work would likely be in the order of 300mm diameter and accordingly maintaining a clear space within the easement of 900mm would allow a pipe of this size to be installed at a future point in time should the need arise.

moved:

- (a) The report be received;
- (b) Council grant permission to the property owners of 21 Lake Terrace West to encroach over part of the drainage easement that exists on the property title subject to:

1. a free and unrestricted width of 900mm be maintained within the easement;
2. any future costs associated with removing built infrastructure that exists or is built within the easement that interferes with Council's ability to lay a stormwater pipe within the clear 900mm area of the easement be relocated, removed and/or reinstated at the property owners expense.

seconded

**5. INFRASTRUCTURE - Street Tree Planting Program 2015 - Ref. AF11/1259**

<i>Goal:</i>	<i>Environment</i>
<i>Strategic Objective:</i>	<i>(i) Support initiatives that value and preserve our unique environment and contribute to environmental sustainability</i>
	<i>(ii) Support the preservation and enhancement of the City's unique natural and built heritage for future generations</i>

The Engineering Technical Officer reported:

- (a) Council at its meeting held on Tuesday 19<sup>th</sup> August 2014 resolved to adopt the 2015 Street Tree Program;
- (b) Council on the 31<sup>st</sup> October 2014 notified SA Power Networks, SA Water, Telstra Corporation and the APA Group of the proposed 2015 street tree program, with all comments relating to the program being received up to and including Wednesday, 26<sup>th</sup> November 2014;
- (c) Council did not receive any correspondence from any of the above mentioned utilities in regards to the program, and therefore it can be reasonably assumed, that there are no objections by these authorities for the proposed species of trees selected for planting;
- (d) it is also Council's policy to give notification of a tree planting program to all property owners affected by the proposal, with all comments to be received up to three weeks from the date of issue. The responses received are summarised below;
- (e) from the correspondence sent out to all residents affected by the proposed tree plantings, there were a total of twenty two residents who made comment upon;
- (f) it should firstly be noted that six of the twenty two residents that responded to Council expressed their support for the upcoming street tree program. These responses were from 49 Lake Terrace West, 87 & 108 Lake Terrace East, 6 Jenkins Street, 6 Shelley Crescent, and 14 Houston Drive. The resident at 6 Jenkins Street does support the Street Tree Program, but had concerns with vision when driving out her driveway given Jenkins Street is hilly in nature. Although the proposed trees are a bottlebrush, they can still be uplifted as they mature to allow sufficient sight vision under the tree. Although the resident at 108 Lake Terrace East supports the program, she would like the existing New Zealand Christmas tree adjacent to her property to remain. Given the tree is healthy and sound in structure there is no reason other than street uniformity that will be compromised;
- (g) sixteen of the residents that made comment upon wrote to council specifically asking that a tree not be planted adjacent to their property for various reasons. These properties include 2 Cardinia Street, 1, 6, 23, 28, 29 & 34 King Grove, 1 Krummel Street, 3 Shelley Crescent, 5 Shelley Place, 4 & 8 Heathfield Way, 4 Houston Drive, 27 Lake Terrace West, 1 Highland Drive and 1 Stuart Court. It is therefore recommended that a tree not be planted adjacent to the above listed properties;

- (h) finally, the resident from 29 Lake Terrace East wrote to Council stating that she would prefer a different flowering bottlebrush. The proposed Specie of Bottlebrush selected has proven to grow well in Mount Gambier, and can be pruned to a good shape and structure;
- (i) Council has not received any other correspondence in regards to the program from any other residencies as set out in the 2015 street tree program proposal; hence it can be reasonably assumed that there are no objections by the remainder of residents in regards to the program.

moved:

- (a) The report be received;
- (b) Council retains the New Zealand Christmas tree adjacent to 108 Lake Terrace East as requested by the residents;
- (c) Council, having considered all submissions in relation to the proposed street tree program for 2015 hereby adopts the following tree planting schedule with the exception of 2 Cardinia Street, 1, 6, 23, 28, 29 & 34 King Grove, 1 Krummel Street, 3 Shelley Crescent, 5 Shelley Place, 4 & 8 Heathfield Way, 4 Houston Drive, 27 Lake Terrace West, 1 Highland Drive and 1 Stuart Court.

COMMON NAME	BOTANICAL NAME	STREET NAME	BEING RETAINED	PROPOSED REMOVALS	PROPOSED PLANTINGS	NET GAIN
Gawler Hybrid Bottlebrush	Callistemon Viminalis 'Harkness'	Jenkins Street	0	4	20	16
Gawler Hybrid Bottlebrush	Callistemon Viminalis 'Harkness'	Mark Street	2	2	25	23
Gawler Hybrid Bottlebrush	Callistemon Viminalis 'Harkness'	Shelley Crescent	1	4	58	54
Crepe Myrtle	<i>Lagerstroemia indica</i> x <i>L. Faurei</i> 'Natchez'	Krummel ST (WEST SIDE)	0	2	14	12
Purple Leaf Cherryplum	<i>Prunus cerasifera</i> 'Nigra'	Lake Terrace East (NORTH SIDE)	0	5	28	23
Purple Leaf Cherryplum 'Crimson Spire'	<i>Prunus cerasifera</i> 'Oakville Crimson Spire'	Lake Terrace East (SOUTH SIDE)	0	11	26	15
Southworth Dancer Pear	<i>Pyrus betufoia</i> 'Southworth Dancer'	Colonel Light Place	0	0	15	15
Southworth Dancer Pear	<i>Pyrus betufoia</i> 'Southworth Dancer'	Stuart Court	0	0	15	15
Southworth Dancer Pear	<i>Pyrus betufoia</i> 'Southworth Dancer'	Hill Crescent	0	0	14	14
Callery Pear	<i>Pyrus calleryana</i> "Glensform" Chanticleer	Heathfield Way	0	0	20	20
Callery Pear	<i>Pyrus calleryana</i> "Glensform" Chanticleer	Houston Drive	0	0	11	11
Callery Pear	<i>Pyrus calleryana</i> "Glensform" Chanticleer	King Grove	0	1	36	35
Callery Pear	<i>Pyrus calleryana</i> "Glensform" Chanticleer	Krummel ST (EAST SIDE)	0	0	12	12
Greenvase Japanese Elm	<i>Zelkova serrata</i> 'Greenvase'	Bodey Court	0	0	35	35
			<b>3</b>	<b>29</b>	<b>330</b>	<b>300</b>

seconded



**6. TRAFFIC MANAGEMENT - Public Reaction - Request for No Parking Lines - McArthur Street to Stafford Street - Letter from R. Foley - Ref. AF11/1867**

The Engineering Manager reported:

- (a) Council has received a request from a resident in Stafford Street (raising concerns regarding traffic safety) for Council to establish a no parking line on one side of McArthur Street and Stafford Street, in order to improve traffic safety;
- (b) Council Officers have inspected this site and made the following observations:
  - there is restricted sight distance when travelling along McArthur Street and Stafford Street due to the vertical and horizontal curves in the roadway;
  - on-street vehicle parking around the corner is likely to add to potential vehicle conflict;
  - whilst there is minimal demand for on-street parking, the removal of on-street parking at certain locations is likely to improve traffic safety, but Council needs to be mindful of the residents views regarding any plans to remove parking permanently;
- (c) as a result Council Officers have spoken verbally to the residents that live adjacent to the corner of McArthur Street and Stafford Street regarding traffic safety in this area and their views on possibly introducing a no stopping area on the inside corner adjacent to 34 McArthur Street (refer to attached plan);
- (d) all residents (including the property owner of 34 McArthur Street) voiced no objection to the creation of a no stopping area adjacent to 34 McArthur Street as indicated on the attached plan.

moved:

- (a) The report be received;
- (b) The Traffic Impact Statement, related to the establishment of a no stopping area adjacent to 34 McArthur Street (from the vehicle crossover on the Stafford Street side, to the eastern property boundary on McArthur Street), attached to the agenda be endorsed by Council;
- (c) The City of Mount Gambier, pursuant to Ministerial delegation resolves the following:

Prohibited Area  
1.1.502

No Stopping

MCARTHUR STREET / STAFFORD STREET - northern side of McArthur Street, adjacent to 34 McArthur Street, for a distance of 48 metres (from the vehicle crossover on the Stafford Street side to the eastern property boundary on McArthur Street.

to be effective upon the installation of appropriate signage

seconded

**7. COMMITTEES - Mount Gambier Cemetery Trust (Section 41) Committee - Minutes of Meeting held 5<sup>th</sup> November 2014 - Ref. AF11/1371**

*Goal:* Governance

*Strategic Objective:* (i) Demonstrate innovative and responsible organisational governance

moved:

(a) Minutes of the Mount Gambier Cemetery Trust Committee meeting held on Wednesday, 5<sup>th</sup> November 2014 be received;

(b) the following recommendations (number 1 to 6) of the Mount Gambier Cemetery Trust (Section 41) Committee be adopted by Council:

1. INCOME AND EXPENDITURE AS AT 30<sup>TH</sup> JUNE 2014

- the financial statement as at 30<sup>th</sup> June 2014 be received.

2. BUDGET ESTIMATES - 2014/15

- the Budget estimates for 2014/15 be adopted.

3. BURIAL AND CREMATIONS - STATISTICS FOR 2013/2014

- the statistical report for burials and cremations for 2013/2014 be received.

4. MOUNT GAMBIER CREMATORIUM - SECONDARY EXIT

- the report be received;
- the matter be left lie on the table pending discussions with the Director - Operational Services regarding other possible options.

5. PASSING OF REV. BRIAN ASHWORTH AND JOE LEWIS

- the Mount Gambier Cemetery Trust pay respects to the late Rev. Brian Ashworth and Joe Lewis, and acknowledge their contribution to the Trust.

6. NEXT MEETING

- the next meeting of the Trust be held on Friday, 16<sup>th</sup> January 2015 at 12.15 p.m.

**seconded**

**8. OPERATIONAL SERVICES REPORT NO. 26/2014 - Environmental Management - External Committees - Dissolution of the Blue Lake Management Committee - Ref. AF11/366**

*Goal:* Governance

*Strategic Objective:* (i) Demonstrate innovative and responsible organisational governance

moved:

(a) Operational Services Report No. 26/2014 be received;

- (b) Council advise the South East Natural Resources Management Board that it is disappointed with it's decision to dissolve the Blue Lake Management Committee;
- (c) Council further advise the South East Natural Resources Management Board that it now seeks a full reimbursement of all unspent monies contributed to the Blue Lake Management Committee by the City of Mount Gambier;
- (d) Council authorise the Director - Operational Services to continue discussions regarding a future Blue Lake Management Committee and report the outcomes to Council.

seconded

**9. OPERATIONAL SERVICES REPORT NO. 27/2014 - Governance - Committees - Council Development Assessment Panel 2015 - Ref. AF14/430**

*Goal: Environment*

*Strategic Objective: (i) Support the preservation and enhancement of the City's unique natural and built heritage for future generations*

*Goal: Governance*

*Strategic Objective: (i) Demonstrate innovative and responsive organisational governance*

moved:

- (a) Operational Services Report No. 27/2014 be received;
- (b) the following Independent Persons be appointed to the Council Development Assessment Panel which shall commence for a two year term at the expiration of the current term in February, 2015:
  - Mrs Liz Travers;
  - Ms Emily Finnigan;
  - Mr Peter Seebohm; and
  - Mrs Margaret Trotter;
- (c) Mrs Liz Travers be appointed as the Presiding Member of the Council Development Assessment Panel;
- (d) Council appoint three (3) Council Members to the Council Development Assessment Panel which shall commence for a two year term at the expiration of the current term in February, 2015;
- (e) Council advise both the successful and unsuccessful applicants of the outcome of their Expression of Interest and thank them for their interest.

seconded

## **CORPORATE AND COMMUNITY SERVICES ITEMS**

### **1. FINANCIAL STATEMENT – as at 30th November, 2014**

*Goal: Governance*

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

moved it be recommended the financial statement as at 30<sup>th</sup> November, 2014 be received.

seconded

### **2. FINANCIAL MANAGEMENT – Insurance – Policies and Renewals AF11/773**

*Goal: Governance*

*Strategic Objective: Demonstrate innovative and responsive organisational governance*

The Director – Corporate Services reported:

(a) As part of the annual insurance renewal process Local Government Risk Services have advised the following in relation to Workers Compensation, Mutual Liability and Asset Mutual Schemes:

(i) LGA Workers Compensation Scheme

- estimated savings of \$14.7 m during 2013/2014 compared to being registered with Workcover
- achieved a further 3 year renewal of its self insurer licence.
- gross contribution rate to remain at 4.25%
- continuation of rebate/bonus scheme based on performance
- provision of a Special Distribution (in addition to the annual bonus) - \$1.5m distributed amongst all Member Councils

(ii) LGA Mutual Liability Scheme

- continues to provide S A Councils with the most extensive liability protection in Australia
- celebrates 25 years of operation where it had achieved an accumulated surplus of \$26.86m as at 30<sup>th</sup> June, 2014
- average 2.2% premium increase but dependent on Council performance
- provision of a Special Distribution (in addition to the annual bonus) - of \$1.5m distributed amongst all Member Councils

(iii) LGA Asset Mutual Fund

- average net premium rates unchanged
- provision of a Special Distribution (in addition to the annual bonus) - of \$2m distributed amongst all Member Councils

(b) Council's share of the overall \$5m is a total of \$65,327 with the encouragement that these allocations be applied to risk based projects that continue to improve the exposures that are protected by each of the Schemes.

moved

(a) the letter from Local Government Risk Services be received;

- (b) Council congratulate Local Government Risk Services on their performance to date and authorise the Chief Executive Officer to respond to Local Government Risk Services on risk based projects that Council will apply the Special Distribution funds to.

seconded

3. **GOVERNANCE – Committees – City of Mount Gambier Junior Sports Assistance Fund (Section 41) – Minutes of Meeting held 26<sup>th</sup> November, 2014 – Ref. AF11/725**

Goal: Governance

Strategic Objective: Demonstrate innovative and responsive organisational governance

moved

- (a) the minutes of the Junior Sports Assistance Fund Sub-Committee held on Wednesday 26<sup>th</sup> November, 2014 be received;

- (b) recommendations (numbered 1 to 11) of the Junior Sports Assistance Fund Sub-Committee held on Wednesday 26<sup>th</sup> November, 2014 be adopted by Council.

1. FINANCIAL STATEMENT AS AT 11<sup>TH</sup> NOVEMBER, 2014

The Financial Statement for the period to 11<sup>th</sup> November 2014 be received.

2. APPLICATIONS FOR FINANCIAL ASSISTANCE FOR JUNIORS

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

3. *There was no Item 3 on the Agenda inadvertently missed*

4. APPRECIATION'S - letters received/forwarded

The report be received.

5. GENERAL INFORMATION - Since 1<sup>st</sup> July 2013

The reports be received.

6. NON RESIDENT APPLICATIONS

The report be received.

7. OTHER APPLICATIONS

The report be received.

8. RESIGNATION OF MEMBER ORGANISATION

The report be received.

9. COMMERCIAL CLUB EXCEPTIONAL JUNIOR AWARD - Annual Grant Initiative

The report be received.

10. COACHING CLINICS APPLICATIONS - Annual Call for 2014/15

It be recommended to Council that:

- (a) the report be received;
- (b) the following application(s)/funding be made available in 2014/15 to the Member Organisation named below to assist in the conduct of specialised coaching clinics in accordance with the guidelines for such Clinics and funded by the Mount Gambier and District Bendigo Community Bank:
  - (i) Mount Gambier and District Baseball \$1,000
  - (ii) Basketball Mount Gambier \$1,000
- (c) the successful Member Organisations to be reminded of their obligations to the Bank as detailed at (d) above.

11. 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 Sportspersons initiative (funded from some of the proceeds from the 2013 SA Power Networks Blue Lake Fun Run) and to be used strictly in accordance with their respective confidential application:
  - (i) Special Olympics \$1,500
  - (ii) Basketball Mount Gambier \$600
  - (iii) Blue Lake Y Swim Club \$300

seconded

4. CORPORATE AND COMMUNITY SERVICES REPORT NO. 67/2014 - Grant Funding - Sport and Recreation Major Capital Works Program 2014/2015 Financial Year - Ref. AF14/54

Goal: *Building Communities*

- Strategic Objective:
- (i) *Encourage the development of community facilities and infrastructure, community events and active and safe community spaces through direct support, seeking funding, facilitation etc.*
  - (ii) *Recognise and support our volunteers, community organisations and their sustainability as they continue to be the foundation of the community.*

moved

- (a) Corporate and Community Services Report No. 67/2014 be received;
- (b) the \$70,000 allocated for distribution to the 2014/2015 Sport and Recreation Major Capital Works Program, be distributed as follows:

1. West Gambier Football Club	\$10,000
2. East Gambier Sportsmens Club	\$20,000
3. North Gambier Football Club	\$8,000
4. Mount Gambier Little Athletics Centre	\$24,000
5. Blue Lake BMX Club	<u>8,000</u>
Total	<u>\$70,000</u>

- (c) All applicants be advised accordingly.

seconded

5. **CORPORATE AND COMMUNITY SERVICES REPORT NO. 68/2014 - Budget Update as at 30<sup>th</sup> September, 2014 – Ref. AF13/457**

*Goal: Governance*

*Strategic Objective: Demonstrate innovative and responsive organisational governance*

moved:

- (a) Corporate and Community Services Report No. 68/2014 be received;
- (b) the Budget Update as at 30<sup>th</sup> September, 2014 as presented with this Report be adopted by Council with all amendments to be made to the 2014/2015 Council Budget.

seconded

6. **CORPORATE AND COMMUNITY SERVICES REPORT NO. 69/2014 - Strategic Plan/Corporate Plan, Achievement of Key Performance Indicators Quarterly Report September 2014 – Ref. AF11/1790**

*Goal: Governance*

*Strategic Objective: Demonstrate innovative and responsive organisational governance*

moved

- (a) Corporate and Community Services Report No. 69/2014 and the September 2014 Quarterly Summary KPI report be received and endorsed by Council.

seconded

**7. CORPORATE AND COMMUNITY SERVICES REPORT NO. 70/2014 - Council's Decision Making Structure - Ref. AF14/283**

*Goal: Governance*

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

moved

- (a) Corporate and Community Services Report No. 70/2014 be received;
- (b) The following decision making structure is endorsed by Council;
  - (i) Monthly Council Meetings to be held on the third Tuesday of the month commencing at 6.00 pm;
  - (ii) Two Section 41 (Standing) Committees being Operational Services and Corporate and Community Services that meet a week prior to Council Meetings –Operational Services at 7.30 am and Corporate and Community Services at 6.00 pm on the second Tuesday of each month (or as otherwise determined by the Committee) meetings to commence February, 2015.

Membership of Operational Services and Corporate and Community Services to consist of five Councillors each with all Councillors serving on one Committee each.

Membership of the Standing Committees are:

Operational Services

Cr Mark Lovett  
Cr Sonya Meziniec  
Cr Frank Morello  
Cr Des Mutton  
Cr Ian von Stanke

Corporate and Community Services

Cr Christian Greco  
Cr Josh Lynagh  
Cr Steve Perryman  
Cr Hanna Persello  
Cr Penny Richardson

Terms of Reference to be reviewed by each Committee by June 2015.

- (iii) The Mayor has ex officio status on both Operational Services and Corporate and Community Services Standing Committees;
- (iv) Neither Standing Committee has any delegation to act with all recommendations of Operational Services and Corporate and Community Services Committees being considered by full Council for final decision and resolution;



- (v) The following Statutory Committees have been re-established by Council on 25<sup>th</sup> November, 2014 as required under legislation;
- Audit Committee
  - Development Assessment Panel
  - Building Fire Safety Committee
  - Strategic Planning and Development Committee
- (vi) The following Section 41 Committees are to continue as resolved by Council on 25<sup>th</sup> November, 2014:
- Junior Sports Assistance Fund – reporting to Corporate and Community Services
  - Cemetery Trust – reporting to Operational Services;
- (vii) The Chief Executive Officer Performance Development and Review Committee will continue and will report to full Council.

seconded

8. **CORPORATE AND COMMUNITY SERVICES REPORT NO. 71/2014 - Withdrawal of Pensioner Concession Rebates on Council Rates - Ref. AF14/452**

moved

- (a) that Corporate and Community Services Report No. 71/2014 be received;
- (b) that Council:
- (i) agrees to participate in the LGA's campaign to seek reinstatement of the concessions; and
  - (ii) agrees to insert a flyer in the next quarterly Council rates notice alerting ratepayers to the "Bill Shock" of the impact of pensioner concessions on rates; and
  - (iii) is in support of the LGA Boards position not to support Councils funding pensioner or self-funded retire concessions, previously provided by and now withdrawn by the South Australian Government, at this time.

seconded

9. **CORPORATE AND COMMUNITY SERVICES REPORT NO. 72/2014 - Nominations for Member Positions on Committees Advisory Groups and other bodies and organisations - Ref. AF14/452**

moved

- (a) that Corporate and Community Services Report No. 72/2014 be received;
- (b) that nominations by Members to the various Committee and external positions as specified in the report be made to the Manager – Governance & Property by Friday 9<sup>th</sup> January 2015 and presented to the meeting of Council on 20<sup>th</sup> January 2015.

- (c) that Jeroen Zwijnenburg and Donald Currie be appointed as independent members of Council's Audit Committee until November 2018 (or until such other time as Council resolves), with Jeroen Zwijnenburg to be appointed as Audit Committee Presiding Member.

seconded

**MOTIONS WITH NOTICE - NIL**

**MOTIONS WITHOUT NOTICE**

**CONSIDERATION FOR EXCLUSION OF PUBLIC**

moved that the following item 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 item 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:

- S.90(3)(a) - information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead).

The Council is satisfied that the information to be received, discussed or considered in relation to this item is information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of a person.

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 matter is of a personal nature.

<b><u>Item No.</u></b>	<b><u>Subject Matter</u></b>	<b><u>S90 (3) Grounds</u></b>
<b>Operational Services</b>		
10.	COMMITTEES - Mount Gambier Cemetery Trust (Section 41) Committee - Application to Alter Memorial Plaque (Item 8 - Minutes of Meeting held 5 <sup>th</sup> November 2014)	(a)
11.	CONSIDERATION FOR KEEPING MATTERS CONFIDENTIAL	

seconded



## 21 Lake Terrace West - Drainage Easement Plan



MR. DARYL MORGAN  
ENGINEERING MANAGER  
CITY OF MT. GAMBIER  
25-11-2014

ROBYN FOLEY  
5 STAFFORD ST  
MT. GAMBIER  
PH. 87 255 350

DEAR SIR,

RE TRAFFIC HAZARD.

I AM APPLYING FOR NO PARKING YELLOW LINES  
UNDER THE BROW OF THE HILL IN M<sup>c</sup>CARTHUR  
ST CHANGING AT TOP OF THE HILL INTO STAFFORD ST

EVERY DAY A FAWN COLOURED CAR LEGALLY PARKS  
ON M<sup>c</sup>CARTHUR ST, LEFT HAND SIDE, JUST UNDER  
THE BROW OF HILL, LEAVING CARS GOING UP  
TO SLOW DOWN, THEN BEING EXPOSED TO  
CARS, MAINLY 4 WHEEL DRIVES CHARGING DOWN  
THE HILL. THIS LEAVES A SLOW CAR VERY  
VULNERABLE TO A SERIOUS ACCIDENT OR  
DEATH.

THIS OCCURS TO ME AND OTHERS  
EVERY DAY WHEN WE TAKE OUR LIVES INTO  
OUR HANDS. PLEASE DO SOMETHING.

THANKING YOU  
ROBYN FOLEY (RFoley)

PTO →

# TRAFFIC IMPACT STATEMENT

No Parking Area  
McArthur Street and Stafford Street

## Part A - Traffic Management

It is the view of the undersigned that the installation of a 'No Parking Area' on McArthur Street and Stafford Street will not be detrimental to traffic management in this area:

## Part B - Road Safety Effects

It is anticipated that the proposal will not have any negative impacts on road safety.

## Conclusion

It is the opinion of the undersigned that the proposal to install a 'No Parking Area' from the northern side of McArthur Street, adjacent to 34 McArthur Street, for a distance of 48 metres (from the vehicle crossover on the Stafford Street side to the eastern property boundary on McArthur Street) will not have negative impacts on traffic management or road safety and is therefore deemed appropriate for the area.



.....  
**Daryl SEXTON**  
DIRECTOR - OPERATIONAL SERVICES

5 December 2014  
Ref. AF14/52  
SW



### Proposed No Stopping - McArthur Street and Stafford Street



## MOUNT GAMBIER CEMETERY TRUST

Meeting held at Carinya Gardens Cemetery Reception Area, Grant Avenue, Mount Gambier, on Wednesday 5th November 2014 at 12.15 p.m.

### MINUTES

PRESENT: Cr B Collins (Presiding Member)  
Crs I Von Stanke and M White  
Mr T Bolton

APOLOGY/IES: Nil

COUNCIL MEMBERS  
AS OBSERVERS:

**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: Mr Bolton moved the minutes of the previous meeting held on 6th June 2014 be taken as read and confirmed.

Cr White seconded

Carried

QUESTIONS: (a) With Notice - nil submitted.  
(b) Without Notice -

1. **FINANCIAL STATEMENT - Income and Expenditure as at 30<sup>th</sup> June 2014 – Ref. AF11/1371**

*Goal: Governance*

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

Cr Von Stanke moved the financial statement as at 30<sup>th</sup> June 2014 be received.

Cr White seconded

Carried

2. **BUDGET ESTIMATES – 2014/15 – Ref. AF11/1371**

*Goal: Governance*

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

Cr Von Stanke moved the Budget estimates for 2014/15 be adopted.

Cr White seconded

Carried

Mount Gambier Cemetery Trust Minutes of 5th November 2014 Cont'd...

**3. BURIALS AND CREMATIONS – Statistics for 2013/14 – Ref. AF11/1403**

*Goal: Governance*

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

The Secretary reported the following statistics for burials and cremations for 2013/2014 (noting that the cremator was inactive for approximately five weeks whilst upgrade works were undertaken):

**BURIALS - CARINYA GARDENS CEMETERY**

<u>YEAR</u>	<u>TOTAL</u>	<u>CITY RESIDENT</u>	<u>DC GRANT RESIDENT</u>	<u>OTHER AREAS RESIDENT</u>	<u>USE OF CHAPEL</u>
<b>2013/2014</b>	<b>111</b>	<b>77</b>	<b>15</b>	<b>19</b>	<b>36</b>
2012/2013	108	80	18	10	29
2011/2012	134	98	19	17	53
2010/2011	110	81	16	13	41
2009/2010	136	102	22	12	61
2008/2009	132	86	20	26	31
2007/2008	103	73	16	14	31
2006/2007	113	81	21	11	41
2005/2006	116	84	11	21	32
2004/2005	129	100	19	10	39
2003/2004	117	88	17	12	not recorded
2002/2003	115	90	16	9	not recorded
2001/2002	138	94	31	13	not recorded
2000/2001	133	90	33	10	not recorded
1999/2000	126	87	26	13	not recorded
1998/1999	139	91	35	13	not recorded

**CREMATIONS - MOUNT GAMBIER CREMATORIUM**

<u>YEAR</u>	<u>TOTAL</u>	<u>City RESIDENT</u>	<u>DC GRANT RESIDENT</u>	<u>OTHER AREAS RESIDENT</u>	<u>USE OF CHAPEL</u>
<b>2013/2014</b>	<b>225</b>	<b>91</b>	<b>18</b>	<b>116</b>	<b>77</b>
2012/13	286	104	20	162	105
2011/2012	235	90	23	122	80
2010/2011	218	74	22	122	81
2009/2010	230	66	23	141	73
2008/2009	256	74	23	159	86
2007/2008	272	81	21	170	82
2006/2007	232	68	16	148	69
2005/2006	225	51	17	157	67
2004/2005	213	69	12	132	75
2003/2004	225	57	21	147	86
2002/2003	226	71	21	134	92
2001/2002	197	60	11	126	91
2000/2001	186	49	17	120	74
1999/2000	163	52	8	103	69
1998/1999	157	47	15	95	73

**ASHES MEMORIALISED**

<u>YEAR</u>	<u>TOTAL</u>
<b>2013/2014</b>	<b>58</b>
2012/2013	39
2011/2012	64
2010/2011	49
2009/2010	47
2008/2009	45

**LAKE TERRACE CEMETERY – SECTION H - VAULT SECTION**

<u>YEAR</u>	<u>TOTAL</u>	<u>CITY</u>	<u>DC GRANT</u>	<u>OTHER AREAS</u>
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Mount Gambier Cemetery Trust Minutes of 5th November 2014 Cont'd...

		<u>RESIDENT</u>	<u>RESIDENT</u>	<u>RESIDENT</u>
2013/2014	3	2	1	-
2012/2013	5	5	-	-
2011/2012	3	3	-	-
2010/2011	2	2	-	-
2009/2010	1	-	1	-
2008/2009	3	2	1	-
2007/2008	4	4	-	-
2006/2007	3	1	1	1
2005/2006	2	2	-	-
2004/2005	2	2	-	-
2003/2004	1	1	-	-
2002/2003	2	2	-	-
2001/2002	2	2	-	-
2000/2001	5	4	1	-
1999/2000	Nil	-	-	-
1998/1999	6	6	-	-

LAKE TERRACE CEMETERY – SECTION J - BURIAL SECTION

<u>YEAR</u>	<u>TOTAL</u>	<u>CITY RESIDENT</u>	<u>DC GRANT RESIDENT</u>	<u>OTHER AREAS RESIDENT</u>
2013/2014	4	1	2	1
2012/2013	0	-	-	-
2011/2012	2	2	-	-
2010/2011	2	1	1	-
2009/2010	3	2	-	1
2008/2009	5	3	-	2
2007/2008	4	4	-	-
2006/2007	1	1	-	-
2005/2006	2	2	-	-
2004/2005	1	1	-	-
2003/2004	Nil	-	-	-
2002/2003	4	4	-	-
2001/2002	1	1	-	-
2000/2001	2	1	-	-

**Cr Von Stanke moved the report be received.**

**Mr Bolton seconded**

**Carried**

**4. MOUNT GAMBIER CREMATORIUM – Secondary Exit – AF11/551**

*Goal: Securing Economic Prosperity*

*Strategic Objective: (i) Provide infrastructure and facilities that contribute to Mount Gambier being able to enhance its economic base and quality of life.*

The Secretary reported:

- (a) following receipt of a Work Health and Safety report raising concerns about a lack of rear exit from the cremator operating room, Chapman Herbert Architects were engaged to investigate and develop a proposed to overcome the concerns raised;
- (b) a report has been prepared (attached) at a cost of \$3,000.

**Mr Bolton moved:**

- (a) the report be received;**

Mount Gambier Cemetery Trust Minutes of 5th November 2014 Cont'd...

- (b) the matter be left lie on the table pending discussions with the Director – Operational Services regarding other possible options.

Cr Von Stanke seconded

Carried

5. COMMUNITY RELATIONS – Passing of Rev. Brian Ashworth and Joe Lewis – Ref. AF/208

Cr White moved the Mount Gambier Cemetery Trust pay respects to the late Rev. Brian Ashworth and Joe Lewis, and acknowledge their contribution to the Trust.

Mr Bolton seconded

Carried

6. NEXT MEETING

Cr White moved the next meeting of the Trust be held on Friday 16th January 2015 at 12.15 p.m.

Mr Bolton seconded

Carried

MOTIONS WITHOUT NOTICE

7. CONSIDERATION FOR EXCLUSION OF PUBLIC

Mr Bolton moved that the following item 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 the Trust Secretary) be excluded from the meeting in order for the item 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:

- S.90(3)(a) – information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead).

The Trust is satisfied that the information to be received, discussed or considered in relation to this item is information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of a person.

The Trust 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 matter is of a personal nature.

Mount Gambier Cemetery Trust Minutes of 5th November 2014 Cont'd...

<u>Item No.</u>	<u>Subject Matter</u>	<u>S90 (3) Grounds</u>
8.	<u>APPLICATION TO ALTER MEMORIAL PLAQUE</u> – Ref. AF11/1404	(a)

Cr Von Stanke seconded

Carried

# OPERATIONAL SERVICES REPORT NO. 26/2014

**SUBJECT:** ENVIRONMENTAL MANAGEMENT - External Committees - Dissolution of the Blue Lake Management Committee - AF11/366

*Goal:* Governance

*Strategic Objective:* (i) Demonstrate innovative and responsible organisational governance

The South East Natural Resources Management Board (SENRMB), by letter dated 10<sup>th</sup> November 2014 (copy attached to this report) has advised Council that the Board has resolved to dissolve the Blue Lake Management Committee (BLMC) as a sub-committee to the Board. The reason stated is that the BLMC has not met for over twelve (12) months.

## HISTORY

The BLMC origins go back a lot further than fifteen (15) years! The first Blue Lake Management Plan was released in about 1994 and it was produced by a collaborative Committee of agencies with an interest in the Blue Lake.

Over the years the activities of the Committee "peaked and troughed" and in about 2000 it became very active. This period of activity was "championed" by the then Regional Manager of SA Water Mr Andy McPharlin and the Committee worked on a number of specific projects including a new Blue Lake Management Plan (released in about 2005) and also the procurement of a full time Blue Lake Water Care Officer.

During the 2000's, the BLMC became a formal sub committee of SENRMB and at this time the Board was a separate entity to the State Government (and based at the old TAFE building on the corner of Wehl Street South and Helen Street).

In the last 2-3 years the BLMC has been working on a new version of the Blue Lake Management Plan and has been waiting on the outcomes of two very significant research projects to incorporate the latest technical data and knowledge into the new plan (hence a period of nil activity for the Committee).

## CURRENT SITUATION

From the correspondence dated 10<sup>th</sup> November 2014 from the SENRMB it appears that the resolution to dissolve the BLMC has been passed. It is unfortunate that there was no consultation with the BLMC's sponsoring bodies because there is the issue of significant funding provided to the BLMC to be addressed, amongst other matters.

The BLMC has accumulated funding over time (mainly from member contributions) and the current funding of about \$32,000 was earmarked for the production of the next Blue Lake Management Plan. It is understood these funds are "quarantined" at the moment and remain an unresolved issue.

## THE FUTURE

The SENRMB has suggested the BLMC be reconstituted under another member organisation. On face value both the BLMC and itself are a very 'neat fit' for a natural resources based Board.

Council is required to contribute financially to the Board (\$557,000.00 in 2014/2015) and the return it receives for this outlay appears to be quite negligible.

A discussion was held (as indicated in the Board's letter of 10<sup>th</sup> November 2014) on Thursday, 20<sup>th</sup> November 2014 and attended by the Director - Operational Services.

This meeting was very robust and really did not form any conclusions about the future or future direction of any committee to oversee the Blue Lake. This discussion needs to continue.

Operational Services Report No. 26/2014 Cont'd...

In terms of Council's financial commitment to the BLMC, the Director - Operational Services made it clear at the meeting of 20<sup>th</sup> November 2014 that the City of Mount Gambier is seeking a refund of its contributions. As the Committee does not exist, it cannot administer the funding provided to it. If a renewed Committee does eventuate then the new Committee will be able to approach Council for a contribution towards its activities. This is the most accountable way for Council to acquit its previously paid contributions.

SUMMARY

It is extremely unfortunate that such a significant decision as the dissolution of the BLMC was taken without any consultation.

At the moment the way forward (if in fact there is a way forward) is not clear. Historically, the BLMC has been a Committee based on a lot of passion for the Lakes and was able to cut across a lot of bureaucratic boundaries and was effective in bringing like minded people (with a significant level of expertise and intelligence) together to discuss what is a South Australian icon.

RECOMMENDATION

- (a) Operational Services Report No. 26/2014 be received;
- (b) Council advise the South East Natural Resources Management Board that it is disappointed with it's decision to dissolve the Blue Lake Management Committee;
- (c) Council further advise the South East Natural Resources Management Board that it now seeks a full reimbursement of all unspent monies contributed to the Blue Lake Management Committee by the City of Mount Gambier;
- (d) Council authorise the Director - Operational Services to continue discussions regarding a future Blue Lake Management Committee and report the outcomes to Council.



**Daryl SEXTON**  
DIRECTOR - OPERATIONAL SERVICES

sighted:



**Mark McSHANE**  
CHIEF EXECUTIVE OFFICER

5 December 2014  
KMA

Attachment: Letter from South East Natural Resources Centre, dated 10<sup>th</sup> November 2014

(Refer Item of Operational Services Committee Members)

**Natural Resources Centre**11 Helen Street  
Mount Gambier SA 5290PO Box 1046  
Mount Gambier SA 5290Tel 08 8735 1177  
Fax 08 8735 1135[www.naturalresources.sa.gov.au/southeast](http://www.naturalresources.sa.gov.au/southeast)

Reference: 09/39

10 November 2014

Mr Mark McShane  
Chief Executive Officer  
City of Mount Gambier  
PO Box 56  
MOUNT GAMBIER SA 5290Dear Mr McShane, *Mark*

I am writing to acknowledge the involvement of the City of Mount Gambier in the Blue Lake Management Committee in recent years and to advise you of a resolution of the South East Natural Resources Management Board.

The Blue Lake Management Committee (BLMC) has been operational for over 15 years in various forms, most recently as a formal sub-committee of the SE NRM Board. Membership has comprised representatives from SA Water, Environment Protection Authority, Department of Environment, Water and Natural Resources, City of Mount Gambier and District Council of Grant.

The SE NRM Board has recently undertaken a review of this committee. The Board recognised that the Committee had provided a collaborative approach to managing the Blue Lake and its catchment. Some of the major achievements of the Committee included:

- Decommissioning of approximately 15 drainage wells minimising risk to the resource through point source contamination
- Interpretation signage around the Blue Lake
- Technical work including:
  - Increased understanding of preferential flow paths into the lake
  - Septic tank leakage tests and awareness campaign
  - Mains and sewer leakage tests
  - Assessment of lake losses through pumping leakage
- Strong engagement with school children
- Risk Assessment to the Lake
- Publicity through the website and through SA Water publishing water use levels being in The

Border Watch.

- Aboriginal engagement (renaming the lake the Aboriginal name for Reconciliation week)
- Removal of pest plants and animals within the Blue Lake crater and parks areas (olives, Aleppo pines, rabbits)

While the Board has an interest in the condition of the water resource and the social, environmental and economic benefits that the Blue Lake and surrounding area provides, it is considered that the management of the land, weeds and water quality is the direct responsibility of the land managers. In addition, the Committee has not met for more than 12 months.

Due to this inactivity, the SE NRM Board has resolved to dissolve the BLMC as a sub-committee of the SE NRM Board and has proposed that the Committee be reconstituted under another member organisation.

The Board will continue to participate in the strategic planning and management of the Blue Lake and the catchment.

With this in mind, staff from Natural Resources South East have arranged a meeting of partners to discuss options for the future of the Committee and operational issues such as partner funds currently held by the Board on behalf of the Committee. As a former member of the Committee, Daryl Sexton has been invited to attend on behalf of your organisation.

Should you require further information on this matter, please contact Lauren Oxlade, Team Leader Water Planning and Policy on (08) 8735 1214 or email [lauren.oxlade@sa.gov.au](mailto:lauren.oxlade@sa.gov.au).

Thank you for your contribution to the BLMC and I look forward to continuing to work with you on this important issue.

Yours sincerely



**Tim Collins**  
**REGIONAL MANAGER**

## OPERATIONAL SERVICES REPORT NO. 27/2014

SUBJECT: GOVERNANCE - Committees - Council Development Assessment Panel 2015 - Ref. AF14/430

Goal: Environment

Strategic Objective: (i) Support the preservation and enhancement of the City's unique natural and built heritage for future generations

Goal: Governance

Strategic Objective: (i) Demonstrate innovative and responsive organisational governance

### INTRODUCTION

The term of the existing membership of Council Development Assessment Panel (CDAP) is due to expire in February, 2015. The role of the CDAP is to make decisions on planning applications delegated to it and to advise Council on development assessment trends and issues.

The *Development Act 1993* requires that:

- (i) The Council Development Assessment Panel must consist of seven (7) Members;
- (ii) The Presiding Member is to be appointed by Council and shall not be a Council Member;
- (iii) Four (4) Members are to be Independent Members and three (3) Members are to be Council Members;
- (iv) at least one (1) Member of the Panel must be woman and at least one Member must be a man and, insofar as is reasonably practicable, ensure that the panel consists of equal numbers of men and women;
- (v) Ideally the mix of skills, experiences and qualifications of Panel Members should seek to include knowledge that pertains to common issues considered by Councils current CDAP;
- (vi) The term of the CDAP shall not exceed two (2) years; and
- (vii) Shall commence at the expiration of the current term, being February 2015.

As required by the *Development Act 1993*, the Independent Members of the CDAP should have a sound interest in urban and regional planning and should have a reasonable knowledge of the Development Act, the Mount Gambier (City) Development Plan, with appropriate qualifications and experience relevant to the CDAP. As a guide, it is anticipated that Independent Members could come from the field of architecture, landscape architecture, civil engineering, planning, law, building, environmental planning or similar fields that are relevant to the activities of the CDAP. The presiding Member will ideally have experience in chairing formal meetings similar to the CDAP.

While not mandatory, preference should be given to people who have a sound knowledge of the issues relating to the area of the City of Mount Gambier and have a working knowledge of the Development Act and Council's Development Plan. Independent Members of the CDAP must be fit and proper persons to be Members of the CDAP and must have a reasonable knowledge of the operation of and requirements of the Development Act 1993. Independent Members must provide a reasonable balance across the fields that are relevant to the activities of the CDAP.

Independent Members are compensated for their time and expertise.



Operational Services Report No. 27/2014 Cont'd...

Council has called for Expressions of Interest, seeking Independent Members for the CDAP, advertisements were placed in The Border Watch on 31<sup>st</sup> October 2014 and 14<sup>th</sup> November 2014; Council's *Weekly Affairs* column in The Border Watch; and also on Council's website. Expressions of Interest closed on Friday 28<sup>th</sup> November, 2014.

DISCUSSION

At the conclusion of the nomination period, Council received a total of ten (10) nominations from Members of the community. The following table summarises the Expressions of Interest received:

Name	Area of Expertise	Existing Member of the City of Mount Gambier CDAP
Mrs Liz Travers	Current Member of four (4) CDAPs in the South East. Is the current Presiding Member of four (4) CDAPs in the South East. Diploma in Town Planning. Former Elected Member of Naracoorte Lucindale Council. Former Chairperson of the SELGA Planning Committee.	Yes, is currently the Presiding Member of the City of Mount Gambier CDAP. Has expressed interest in being the Presiding Member of the CDAP.
Ms Emily Finnigan	Current Member of two (2) CDAPs in the South East. Bachelor of Business (Property, Valuation Major). Graduate Diploma in Urban and Regional Planning.	Yes, an existing Member of the City of Mount Gambier CDAP.
Mr Peter Seebohm	Bachelor of Design Studies. Bachelor of Architecture. Certificate IV in Government. Current Member of one (1) CDAP in the South East.	Yes, an existing Member of the City of Mount Gambier CDAP.
Mr Robert Miles	Bachelor of Architecture. Current Member of three (3) CDAPs in the South East. Currently the Deputy Presiding Member of Robe CDAP. Previous Member of the Naracoorte Lucindale CDAP. Member of the City of Mount Gambier Heritage Committee. Experience in the preparation of planning documents and the interpretation of numerous Acts and relevant legislation.	No

Operational Services Report No. 27/2014 Cont'd...

Ms Margaret Trotter	Owner of a building business in Kingston. 32 years experience in the building industry, including the preparation of planning documents and documents for Council. Current Member of one (1) CDAP in the South East.	No
Mr Jason Cooper	Practicing building designer/draftsman. Associate Diploma of Architectural Drafting. Experience in the preparation of planning documents and documents for Council. Experience in the interpretation of numerous Council Development Plans and relevant legislation.	No
Mr Allen Smith	Past Elected Member of the City of Mount Gambier. Past Owner/Operator of a real estate agency business. Experience with land divisions, commercial and residential development. Sound understating of the Development Act and Development Plan.	No Has expressed interest in being the Presiding Member of the CDAP.
Mr Leon Rigopoulos	Nil detail supplied	No Has expressed interest in being the Presiding Member of the CDAP.
Mr Jonathon Wilson	Owner/operator of building design/drafting business. Experience in the preparation of planning documents and documents for Council. Experience in commercial, industrial and residential development. Experience in the interpretation of Council Development Plans and relevant legislation.	No
Mr David Tye	Owner/operator of plumbing business. Extensive experience within and knowledge of the building industry.	No

Operational Services Report No. 27/2014 Cont'd...

It is highlighted that Mrs Liz Travers, Mr Allen Smith and Mr Leon Rigopoulos have indicated that they would be willing to be the Presiding Member of the Council Development Assessment Panel. As mentioned previously, the Independent Members of the CDAP should have a sound interest in urban and regional planning and should have a reasonable knowledge of the Development Act, the Mount Gambier (City) Development Plan, with appropriate qualifications and experience relevant to the CDAP. As a guide, it is anticipated that Independent Members could come from a range of planning related industries, including but not limited to architecture, landscape architecture, civil engineering, planning, law, building, environmental planning or other similar fields. The Presiding Member will ideally have experience in chairing formal meetings similar to the CDAP.

When considering the Expressions of Interest received and the above information, the following Independent Persons are recommended for appointment to the Council Development Assessment Panel, which will commence at the expiration of the current term in February, 2015:

- Mrs Liz Travers;
- Ms Emily Finnigan;
- Mr Peter Seebohm; and
- Mrs Margaret Trotter.

These people are considered to be the standout nominations as:

Mrs Travers has extensive experience on Council Development Assessment Panels and has a strong grasp of Local Government operations given her previous position as a former Council Member. Mrs Travers has also completed the Diploma in Regional and Urban Planning.

Ms Finnigan has a Bachelor of Business (Property, Valuation major) and the Graduate Diploma in Urban and Regional Planning. Ms Finnigan is also a current Member of the District Council of Grant Development Assessment Panel and the City of Mount Gambier Development Assessment Panel. Through her employment with the State Valuation Office and the Land Management Corporation Ms Finnigan has a good working knowledge of government administration.

Mr Seebohm holds a Bachelor of Design Studies, Bachelor of Architecture and Certificate IV in Government. Mr Seebohm is currently employed as a Facilities Manager at Building Management Facilities Services of the Department of Transport, Energy and Infrastructure. Mr Seebohm is a current Member of the City of Mount Gambier Council Development Assessment Panel.

Mrs Margaret Trotter has extensive experience in the building industry and the development assessment process. Mrs Trotter is currently an Independent Member of the Kingston District Council Development Assessment Panel.

This combination of people will provide a good balance of skills, experiences and qualifications to the Council Development Assessment Panel. All four (4) nominees have a working knowledge and understating of CDAP and have backgrounds in planning, building, design and architecture. The reappointment of Mrs Travers, Ms Finnigan and Mr Seebohm will provide the Council Development Assessment Panel with a continuity of expertise.

Several of the Expressions of Interest were received from persons who are currently practicing architects and/or are associated with other fields relating to planning and development.

These nominees have the qualities and attributes that are sought for Independent CDAP Members, however, the existing commercial interests and potential for conflicts of interest that could be created by becoming an Independent CDAP Member may prove to be detrimental to both Council and the individual.

It is highly unlikely that there will be any conflicts of interest or perceived conflicts of interest by appointing Mrs Travers, Ms Finnigan, Mr Seebohm or Mrs Trotter to the CDAP.

Operational Services Report No. 27/2014 Cont'd...

CONCLUSION

The following Independent Persons are recommended for appointment to the Council Development Assessment Panel which shall commence at the expiration of the current term in February, 2015:

- Mrs Liz Travers;
- Ms Emily Finnigan;
- Mr Peter Seebohm; and
- Mrs Margaret Trotter.

These people will provide a mix of skills, experiences and qualifications and provides a balance of gender and age to provide different points of view when interpreting the Development Plan provisions.

RECOMMENDATION

- (a) Operational Services Report No. 27/2014 be received;
- (b) the following Independent Persons be appointed to the Council Development Assessment Panel which shall commence for a two year term at the expiration of the current term in February, 2015:
  - Mrs Liz Travers;
  - Ms Emily Finnigan;
  - Mr Peter Seebohm; and
  - Mrs Margaret Trotter;
- (c) Mrs Liz Travers be appointed as the Presiding Member of the Council Development Assessment Panel;
- (d) Council appoint three (3) Council Members to the Council Development Assessment Panel which shall commence for a two year term at the expiration of the current term in February, 2015;
- (e) Council advise both the successful and unsuccessful applicants of the outcome of their Expression of Interest and thank them for their interest.

sighted:



**Jessica PORTER**  
PLANNING OFFICER



**Mark McSHANE**  
CHIEF EXECUTIVE OFFICER

5 December 2014  
SW

(Refer Item of Operational Services Committee Minutes)

### FINANCIAL STATEMENT - Monthly Bank Reconciliation

as at 31/10/2014 \$		as at 30/11/2014 \$
	<u>GENERAL ACCOUNT (Westpac)</u>	
148,870.04 CR	OPENING BALANCE	310,079.17 CR
323,657.10	<u>PLUS</u> Receipts -	
1,022,713.91	Rates & Arrears	1,015,399.94
-	General	868,046.50
1,050,000.00	Receipt of Cash Advance Funds	
-	Transfer from CAD Loan 103	1,150,000.00
0.00	Transfer from Investment Funds	0.00
<u>2,396,371.01</u>	Transfer from Reserve Funds	<u>-</u>
2,545,241.05 CR		3,033,446.44
(908,736.35)	<u>LESS</u> Direct Debits to Bank Account -	
-	Payroll - 2 Pays processed in November (14/11 & 28/11)	(605,616.49)
-	Sundry	-
-	Transfer to Investment Funds	-
<u>(908,736.35)</u>	Transfer to CAD Loan 103	<u>(800,000.00)</u>
1,636,504.70 CR		(1,205,616.49)
(1,326,425.53)	<u>LESS</u> Expenditure Statement - \$	2,137,909.12 CR
<u>\$310,079.17 CR</u>	<u>CASH BALANCE</u>	(1,474,197.72)
		<u>\$663,711.40 CR</u>
	<u>BANK RECONCILIATION</u>	
392,305.29 CR	Balance as per Bank Statement	440,307.68 CR
4,181.20	<u>PLUS</u> Deposits not yet credited	279,897.50
(80,130.53)	<u>LESS</u> Deposits not yet reconciled	(55,074.38)
-	<u>LESS</u> Deposits not yet updated	0.00
-	<u>PLUS</u> Payments not yet reconciled	
<u>316,355.96 CR</u>		<u>665,130.80 CR</u>
(6,276.79)	<u>LESS</u> Unpresented Cheques & EFT's	(1,419.40)
<u>\$310,079.17 CR</u>	<u>CASH BALANCE</u>	<u>\$663,711.40 CR</u>
	Current Interest Rate on Bank Account Balance is	0.01%
	<u>LGFA CAD LOAN 103</u>	
- DR	OPENING BALANCE	(1,050,000.00) DR
-	<u>PLUS</u> Deposits	1,256,156.30
(1,050,000.00)	<u>LESS</u> Withdrawals (Transfer to General Account)	(1,150,000.00)
-	Sundry	-
<u>\$ (1,050,000.00) DR</u>	<u>CASH BALANCE</u>	<u>(943,843.70) DR</u>
	Current Interest Rate on CAD Loan Balance is	4.75%

as at 31/10/2014 \$	<u>FINANCIAL STATEMENT continued.....</u>	as at 30/11/2014 \$
	<u>INVESTMENT FUNDS (Local Government Finance Authority)</u>	
- CR	Opening Balance	7,487.30 CR
7,487.30	<u>PLUS</u> Deposits	648,669.00
-	<u>PLUS</u> Accrued interest	-
-	<u>LESS</u> Withdrawals (Transfer to Westpac)	-
	Withdrawals (Transfer to CAD Loan 103)	(656,156.30)
<u>\$7,487.30 CR</u>	<b>CLOSING BALANCE</b>	<u>\$0.00 CR</u>

	<u>DOWNSTREAM DRAINAGE FUNDS (Local Government Finance Authority)</u>	
0.00 CR	OPENING BALANCE	0.00 CR
-	<u>PLUS</u> Deposits	171,323.16
-	<u>LESS</u> Withdrawals	0.00
<u>\$0.00 CR</u>	<b>CLOSING BALANCE</b>	<u>171,323.16 CR</u>

INVESTMENT OF FUNDS

Investment Funds - all invested - 'At Call' at	2.50%
Reserve Funds - all invested - '90 Days' at	2.95%

as at 31/10/2014 \$	<u>LOAN FUNDS OWING (Local Government Finance Authority)</u>	as at 30/11/2014 \$
Opening Bal	<u>Loan Purpose</u>	Closing Bal
16,310.52	091 Blue Lake Golf Centre	0.00
23,776.98	094 Old Gaol/TAFE/Reidy Pk	23,776.98
144,359.28	101 RSL Bowls - Artificial Rink	144,359.28
3,390,197.37	102 Library	3,390,197.37
1,050,000.00	103 CAD - Variable Int Only	943,843.70
0.00	104 CAD - Variable Int Only	0.00
<u>\$4,624,644.15 DR</u>	<u>Interest Rate</u>	<u>\$4,502,177.33 DR</u>
	<u>Maturity Date</u>	
	15/11/2014	
	17/01/2015	
	16/03/2019	
	15/06/2024	
	10/08/2015	
	17/06/2028	

Prepared by:



Finance Manager

Reviewed by:



Chief Executive Officer



## **Local Government Risk Schemes Special Distribution 2014**

### **City of Mount Gambier**

For the second year in a row, the Local Government Risk Schemes have performed exceptionally well, allowing for a Special Distribution totalling \$5 million to be returned to members in addition to performance bonuses that have already been paid.

The financial incentives that are able to be returned to Members represent a significant benefit of participating in a sector based membership model. Reinvestment of the financial incentives back into the sector, via risk based initiatives, will continue to support the success of mutuality.

The Local Government Association of South Australia (LGA) and Local Government Risk Services (LGRS) are committed to the delivery of a complete suite of self insurance, risk and insurance services for the benefit of all Councils in South Australia. This is achieved by:

- Focussing on managing risks unique to Local Government, via distinctive covers and services
- Building reach and relevance, recognising every Member has individual needs
- Operating collaboratively while fostering the value of mutuality

Our commitment drives us to focus on the continuous delivery of sustained value and financial success for Members. Some of the more recent successes for the 2013/2014 membership year include:

The **LGA Workers Compensation Scheme (LGAWCS)** continues to perform well with standard rebates reaching \$11.72million this year. The Scheme's independent Actuary estimates that Local Government has saved \$14.7million during 2013/14 through operating its own self-insured Scheme compared to being registered with WorkCover. These are terrific numbers for Local Government with the benefits being directly available for Local Government initiatives within each community. In addition, the LGAWCS has achieved a three-year renewal of its self-insurer licence for the first time since 2005. This follows significant commitment and sustained focus from all Councils and particularly Barossa, Holdfast Bay and Alexandrina which played an extensive role in the 2014 WorkCover evaluation program. This is an excellent outcome for Local Government and provides further evidence that all Councils are improving their working environment. To round off this great year of positive results, the LGAWCS has been able to declare a Special Distribution for just its second time ever – this year a sum of \$1.5million, based on successful Council and Scheme partnerships in delivering results.

The **LGA Mutual Liability Scheme (LGAMLS)** continues to provide South Australian Councils with the most extensive civil liability protection in Australia, supported by the State Government Treasurer's Indemnity. The statutory requirement to risk manage all Council business functions, continues to ensure that the civil liability profile of every Council evolves each year. The LGAMLS continues to provide additional risk based services – aimed to improve risk outcomes for all Councils. The complex topics of emergency, resilience and disaster management (including terrorism) have dominated the Local Government risk environment in 2013/14, with the Scheme Manager delivering tailored programmes in collaboration with essential stakeholders. The LGAMLS fund, as it celebrates its 25 years anniversary achieved an accumulated surplus of \$26.86million as at 30 June 2014 - allowing for a Special Distribution pool of \$1.5million to be provided to all Councils.

The **LGA Asset Mutual Fund (LGAAMF)** continues to provide a tailored program for Council assets including infrastructure, computers, machinery and motor vehicles. Risk protection of assets are supported by localised claim specialists who also support Council's recovery from incidents of loss and damage. By the 30th June 2014 the LGAAMF developed a very positive financial platform, therefore offering long term certainty of both risk protection, cost and value added services when compared to traditional insurance markets. The LGAAMF continues to subsidise ongoing development in the areas of Business Continuity via the Local Government BCP framework and maintenance program, Council property surveys assessing the risk profile of Council assets and new claims technology in the form of the LGRS Motor Vehicle claims app.

In addition to the annual bonuses based on claims performance, the LGAAMF will also provide a Special Distribution back to members of \$2 million. This represents a saving of approximately 13% of the 2014/15 LGAAMF contributions.

The ongoing support from your Council to the Local Government Risk Schemes is a key factor in the success of all Schemes and we thank you for your ongoing support.

### Special Distributions

With the purpose to proactively protect and manage Local Government's current and future risks, the Local Government Risk Schemes have been steadily building financial capacity to ensure sustainable and unique risk solutions are provided. At the strategic level, the Boards of the LGAWCS, LGAMLS and LGAAMF continue to evaluate opportunities to enhance options for delivering the Special Distribution.

In recognition of Council's ongoing support of the Schemes, this year the Boards have agreed to provide significant Special Distributions to all Councils (in addition to other performance based bonuses and the ongoing provision of specific services). Collectively for the Local Government sector, these Special Distributions **total \$5 million** from the LGAWCS, LGAMLS and LGAAMF equating to a 10.3% reduction in Council's net Scheme contributions and supports our vision to reinvest in the sector.

While these Special Distributions will be provided in cash, the Boards of all Schemes continue to encourage your Council to reinvest this benefit into future risk or safety initiatives - designed to mitigate the risks and mature Local Government's risk profile.

We believe that your reinvestment, which underpins the foundation of mutuality, will support our ability to continue to deliver distinctive sector based services and products, tailored to meet your Council's requirements.

### Reinvestment into Risk

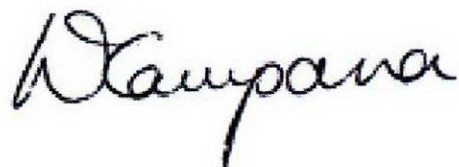
The Special Distributions for City of Mount Gambier are set out below.

#### City of Mount Gambier 2013/14 Special Distributions

LGAWCS	\$19,272
LGAMLS	\$10,574
LGAAMF	\$35,391
<b>Total</b>	<b>\$65,237</b>

We encourage you to share this information with your Council Members and Council's Audit Committee so that their knowledge of our collective success can be used to positively influence ongoing improvement of risk within your Council

We look forward to discussing the various options that might suit Council and would appreciate hearing from you in due course about what projects may have been achieved through receipt of your Special Distribution.



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Wendy Campana  
Chief Executive Officer,  
Local Government Association of South Australia



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Gary Okely  
General Manager SA, Local Government Risk  
Services



CITY OF MOUNT GAMBIER

JUNIOR SPORTS ASSISTANCE FUND

MINUTES OF MEETING HELD ON WEDNESDAY, 26<sup>TH</sup> NOVEMBER, 2014 AT 5.30 P.M.

PRESENT: Mayor Andrew Lee  
Cr Barry Kuhl  
Mrs Jeanette Elliott  
Mrs Jenny Burston  
Mr Mark McShane (Secretary)  
Mrs Melissa Telford

APOLOGIES: Jeanette Elliott moved that the apology from Karen McGregor and Karen Cunningham be received.

Jenny Burston seconded Carried

SPECIAL GUEST: Mrs Tracy Koop, Branch Manager, Mount Gambier and District Community Bank - Branch of Bendigo Bank

OBSERVERS: Nil

**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: Jeanette Elliott moved that the minutes of the previous meeting held on 20<sup>th</sup> August, 2014 be received, the actions resolved therein be confirmed and the minutes are hereby ratified as a true and correct record.

Cr Kuhl seconded Carried

1. FINANCIAL STATEMENT AS AT 11<sup>TH</sup> NOVEMBER, 2014

Jeanette Elliott moved it be recommended to Council that the financial statement as at 11<sup>th</sup> November, 2014 be received noting a cash balance of \$66,262, however there were \$1,350 in cheques outstanding at this time.

Jenny Burston seconded Carried

2. APPLICATIONS FOR FINANCIAL ASSISTANCE FOR JUNIORS

The Secretary reported that since the last meeting viz. 20<sup>th</sup> August, 2014, the following applications have been received and payments made from the Fund for Juniors:

(a) Mount Gambier Netball Association

Nil

(b) Basketball Mount Gambier

Nil

(c) Lower South East Hockey Association

- (i) one nominee \$350
- (d) Mount Gambier and District Baseball League  
Nil
- (e) Mount Gambier Softball League  
Nil
- (f) Blue Lake Y Swim Club  
Nil
- (g) South Gambier Football/Netball Clubs  
Nil
- (h) North Gambier Football/Netball Clubs  
Nil
- (i) Mount Gambier Touch Association
  - (i) one nominee \$400
- (j) Mount Gambier and District Junior Cricket  
Nil
- (k) Mount Gambier Golf Club  
Nil
- (l) Mount Gambier District Little Athletics
  - (i) one nominee \$300
  - (ii) one nominee \$300
  - (iii) one nominee \$300
- (m) Blue Lake BMX Club  
Nil
- (n) Shingokan Karate Mount Gambier  
Nil
- (o) Discretionary  
Nil
- (p) East Gambier Sportsmens Football/Netball Clubs  
Nil
- (q) Mount Gambier and District Pony Club  
Nil
- (r) Seishikan Karate Australia  
Nil

- (s) South East Women's Football
  - (i) one nominee \$400
- (t) Mount Gambier and District Senior Athletic Centre  
Nil
- (u) Mount Gambier Cycling Club  
Nil

Jenny Burston moved it be recommended to Council that the actions in making the above payments from the Fund be confirmed and ratified.

Jeanette Elliott seconded

Carried

4. APPRECIATION'S - letters received/forwarded

The Secretary reported that the following letters/cards have been received thanking the Fund for payments made since the last meeting vis 20<sup>th</sup> August, 2014:-

- Wendy and Kurt Lunsmann (letter of appreciation for donation to children Jonte and Keely to attend the School Sport Australian Under 16 National Championships and also the Australian Country Women's Hockey Championships)
- Lauchie Hunter (letter of appreciation for donation to attend the Under 16 National Basketball Championships)

Cr Kuhl moved it be recommended to Council that the report be received.

Jenny Burston seconded

Carried

5. GENERAL INFORMATION - Since 1<sup>st</sup> July 2013

The Secretary reported:-

- (a) payments to Member Organisations for Junior Sportspersons financial assistance for period 1<sup>st</sup> July 2014 to 11<sup>th</sup> November, 2014 amounts to \$5,350 and total payments since 1<sup>st</sup> July 1988 to 11<sup>th</sup> November, 2014 amounts to \$399,950;
- (b) actual payments to Member Organisations for Coaching Clinics for the period 1<sup>st</sup> July 2013 to 11<sup>th</sup> November, 2014 amounts to \$4,500 and total actual payments since 1<sup>st</sup> July 1991 to 20<sup>th</sup> July, 2014 amounts to \$65,453;
- (c) payments to Member Organisations for Financially Disadvantaged Juniors for period 1<sup>st</sup> July, 2014 to 11<sup>th</sup> November, 2014 amounts to Nil and total payments since 22<sup>nd</sup> May, 2013 to 20<sup>th</sup> July, 2014 amounts to \$2,990.
- (d) payments to Member Organisations for Exceptional Juniors for period 1<sup>st</sup> July 2014 to 11<sup>th</sup> November, 2014 amounts to Nil and total payments since 20<sup>th</sup> November 2013 to 20<sup>th</sup> July, 2014 amounts to \$1,000.

**Note: this initiative was previously funded by a sponsor direct to the awardee.**

- (e) payments from the Junior Sports Fund on a quarterly basis over previous quarters for Juniors – State Selection only (not coaching etc). is as follows:

Financial year	Quarter	Totals each quarter \$	Accumulative Totals \$
2014/2015	J – S	4,000	4,000
	O - 11/11/2014	1,350	5,350
2013/14	J – S	6,150	6,150
	O – D	4,300	10,450
	J – M	6,250	16,700
	A – J	7,800	24,500
2012/13	J – S	6,350	6,350
	O – D	6,550	12,900
	J – M	4,600	17,500
	A – J	16,650	34,150
2011/12	J – S	7,600	7,600
	O – D	7,200	14,800
	J – M	3,200	18,000
	A – J	6,950	24,950
2010/11	J – S	5,100	5,100
	O – D	7,700	12,800
	J – M	5,650	18,450
	A – J	2,450	20,900

Jeanette Elliott moved it be recommended to Council that the reports be received.

Jenny Burston seconded

Carried

6. NON RESIDENT APPLICATIONS

The Secretary reported:

- (a) since the previous meeting vis 20<sup>th</sup> August, 2014 the following junior sportspersons funding has been approved for a junior who is a Member of a Member Organisation but who resides outside the area of the two Councils:

<u>NAME</u>	<u>COUNCIL AREA</u>	<u>ORGANISATION</u>	<u>AMOUNT</u>
Luke Bull	230 Bull's Lane, Mumbannar (GSC)	Little Athletics	\$150

Cr Kuhl moved it be recommended to Council that the report be received.

Jenny Burston seconded

Carried

7. OTHER APPLICATIONS

The Secretary reported that there have been no Discretionary Donations nor Applications Declined since the previous meeting held 20<sup>th</sup> August, 2014.

8. RESIGNATION OF MEMBER ORGANISATION

The Secretary reported that the Mount Gambier District Senior Athletic Centre (formerly Mount Gambier Athletics Talent and Development Squad) has now formally withdrawn from Membership of the Junior Sports Assistance Fund.

A letter has been sent to the Mount Gambier District Senior Athletic Centre thanking them for their Membership to the Fund and wishing their athletes the best of luck for future success.

Jeanette Elliott moved it be recommended the report be received.

Cr Kuhl seconded

Carried

9. COMMERCIAL CLUB EXCEPTIONAL JUNIOR AWARD - Annual Grant Initiative

The Secretary reported:

- (a) the Commercial Club Inc. is once again providing the annual donation of \$1,000 for awarding to a young person who has demonstrated exceptional commitment and skills to achieve excellence in their chosen sport (previously funded by Blue Ribbon Insurance Services).
- (b) the awardees of over the past four (4) years of the initiative are:
  - 2010 Jack Pudney (Cricket)
  - 2011 Jaime McInerney (Athletics)
  - 2012 Matthew Markiewicz (Basketball)
  - 2013 Connor Prior (Karate)
- (c) Mr Leigh Dowdell, Chairman of the Commercial Club attended Council on Monday 27<sup>th</sup> October, 2014 to handover the \$1,000 donation for this initiative;
- (d) Applications will be advertised in January 2015 for the 2014/15 financial year.
- (e) the Presiding Member responded with thanks and appreciation to the Commercial Club and the fourteenth donation of \$1,000 (for this year).

Jeanette Elliott moved it be recommended to Council the report be received.

Jenny Burston seconded

Carried

10. COACHING CLINICS APPLICATIONS - Annual Call for 2014/15

The Secretary reported:

- (a) applications have been invited from Member Organisations for financial assistance to conduct specialised coaching clinics at Mount Gambier under the new guidelines i.e. juniors, coaches, umpires, etc. and clinics outside of the city (in exceptional circumstances);
- (b) the closing date for this annual call for 2014/15 was 31<sup>st</sup> October, 2014;
- (c) the guidelines, coaching and eligibility rules for the Coaching Clinics are:
  - coaching clinics can be for juniors, coaches of juniors and umpires of juniors
  - the Mount Gambier and District Bendigo Community Bank is the naming rights sponsor of the annual Coaching Clinic Program providing up to \$5,000 per year for 2014/2015

- one of the agreed conditions of the Banks sponsorship is that all Member Organisations are eligible to apply for Coaching Clinic funding.

(d) Sponsorship Terms and Conditions agreed to with the City of Mount Gambier Junior Sports Assistance Fund and the Bank are:

1. The sponsorship is up to \$5,000 per annum towards the Funds existing Coaching Clinic Program.
2. The Funds previous allocation to the annual Coaching Clinic Program will not be required for the program (the "saved" funds be retained within the Fund).
3. Up to two representatives of the Mount Gambier and District Bendigo Community Bank may attend the meeting when the Fund Committee considers applications received by the Fund for its annual call for Coaching Clinic applications (usually the call is made in September and closing in October and the meeting in November of each year).
4. The Fund agrees that correspondence and forms to Member Organisations seeking applications is suitably "badged" to recognise the sponsorship of the Bank.
5. All publicity/news releases/functions initiated in respect of the Coaching Clinic program recognises the Banks sponsorship and naming rights over the Coaching Clinic program for the period of the sponsorship.
6. The Bank pays to the Fund the agreed annual sponsorship donation - gross value once the successful applications have been selected and the dollar values agreed to.

The Fund continues to pay to each successful Member Organisation the agreed Coaching Clinic funding for its specific initiative.

7. Each successful Member Organisation receiving an allocation for its Coaching Clinic must:
  - (i) advise the Bank of the date(s), times, venue etc. of the actual conduct of the Coaching Clinic;
  - (ii) permit the Bank to attend with media for promotional purposes and also to display the Banks reasonable marketing materials at the Coaching Clinic venue;
  - (iii) allow the Bank to make any reasonable presentations at the Coaching Clinic event;
  - (iv) permit the Bank to maximise any photo opportunities that its sponsorship of any specific Coaching Clinic event may provide;
  - (v) promote the Banks sponsorship of its Coaching Clinic event in any publicity the successful Member Organisation might generate itself.
8. The City of Mount Gambier Junior Sports Assistance Fund agrees that its previous rule that Member Organisations who received greater than \$1,000 last financial year from the Fund for their talented juniors be excluded from applying for Coaching Clinic funding be deleted i.e. all Member Organisations are now eligible to apply for Coaching Clinic funding.

- (e) the annual pool of money available for the Mount Gambier and District Bendigo Community Bank Coaching Clinics Program is up to \$5,000

and

only one call for applications be made each financial year and the total donation funds available is limited to up to \$5,000 per annum.

- (f) as at the 31<sup>st</sup> October, 2014 the following applications were received:

(i) **GOJU RYU KARATE-DO SHINGOKAN AUSTRALIA**

Coach: Australian Kata Seminar with Shinji Fushimi and Tomoyoshi Endo  
Dates: 24<sup>th</sup> - 27<sup>th</sup> November, 2014  
Duration: 4 sessions (3 hours)  
No. of Juniors/Coaches/Umpires: Junior and all Coaches Instructors - approx 30  
Location: 27 Percy Street, Mount Gambier  
Purpose: Detailed Submission is contained in the application and the significance of the visit and coaching  
Cost: \$2,250  
Contribution from Member: \$500  
Previous Funding from JSAF: \$5,860  
Funding from JSAF this application: Nil

(ii) **MOUNT GAMBIER AND DISTRICT BASEBALL LEAGUE**

Coach: Baseball SA Representatives  
Dates: January 2015  
Duration: 3 hour session  
No. of Juniors/Coaches/Umpires: 15  
Location: Blue Lake Sports Park  
Purpose: Detailed submission provided  
Cost: \$1,500  
Contribution from Member: Nil  
Previous Funding from JSAF: \$4,250  
Funding from JSAF this application: \$1,000

(iii) **MOUNT GAMBIER BASEBALL ACADEMY (DISCRETIONARY)**

Coach: Scott Gladstone (Head Coach), Joe and Ben Atkins  
Dates: Annual (6 week academy) 16<sup>th</sup> October - 27<sup>th</sup> November, 2014  
Duration: 6 weeks (24 hours of coaching over 6 weeks)  
No. of Juniors/Coaches/Umpires: 2014 - 28 attendees (all juniors Members of the Clubs associated with the Mount Gambier and District Baseball League)  
Location: Blue Lake Sports Park  
Purpose: Detailed submission provided  
Cost: \$2,010  
Contribution from Member: Nil  
Previous Funding from JSAF: Nil  
Funding from JSAF this application: Nil

(iv) **BASKETBALL MOUNT GAMBIER INC.**

Coach: Dean Kinsman  
Dates: 20<sup>th</sup> - 21<sup>st</sup> December, 2014  
Duration: 8 hours / day  
No. of Juniors/Coaches/Umpires: 120 junior and 14 coaches  
Location: Bern Bruning Basketball Stadium  
Purpose: Detailed submission provided  
Cost: \$1,450  
Contribution from Member: \$450  
Previous Funding from JSAF: \$1,537  
Funding from JSAF this application: \$1,000

SECRETARY'S NOTE

Details of all applications were attached to the Agenda – Committee Members only.

Jeanette Elliott moved it be recommended to Council that:

- (a) the report be received;
- (b) the following application(s)/funding be made available in 2014/15 to the Member Organisation named below to assist in the conduct of specialised coaching clinics in accordance with the guidelines for such Clinics and funded by the Mount Gambier and District Bendigo Community Bank:
  - (i) Mount Gambier and District Baseball \$1,000
  - (ii) Basketball Mount Gambier \$1,000
- (c) the successful Member Organisations to be reminded of their obligations to the Bank as detailed at (d) above.

Cr Kuhl seconded

Carried

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

The Secretary reported:

- (a) The Rotary Club of Mount Gambier Lakes conducted the very successful 2013 SA Power Networks Blue Lake Fun Run.
- (b) The Club had previously determined its schedule of organisations to receive the benefit of the surplus funds from the 2013 event.
- (c) One of the initiatives that the Club wished to achieve was to develop a process to assist financially disadvantaged junior sportspersons with the costs of their participation in their chosen sport e.g. equipment, footwear etc. and has made available the sum of \$3,000 to the Fund;
- (d) Member Organisations were invited to submit up to two (2) confidential nominations for the third call to the Committee in accordance with the guidelines and the application form detail, closing on Friday 31<sup>st</sup> October, 2014;
- (e) As at Friday 31<sup>st</sup> October, 2014 the following nominations were received:



(i) APPLICANT 1

SPECIAL OLYMPICS - Nominee Aged 19 years

REASONS FOR NOMINATING THIS PARTICULAR JUNIOR:

Applicant one is a quiet achiever and loves sport, in particular, football. He has a very supportive family that try to meet the financial component of his sporting interests. He has trained hard to be selected for the National Games. He works as an effective team member and has a great commitment to training and great sportsmanship.

ASSUME MAXIMUM DONATION IS \$300 – HOW WILL DONATION BE USED?

This donation will be used to offset the \$3,200 levy for each athlete to attend the Special Olympics which also includes carer support.

(ii) APPLICANT 2

SPECIAL OLYMPICS - Nominee Aged 19 years

REASONS FOR NOMINATING THIS PARTICULAR JUNIOR:

Applicant two is a talented footballer and commits to being the best athlete he can be, regularly travelling to Adelaide for training. He has faced many hurdles a young man should not have had to face but playing sport has improved his confidence and given him something to focus on. His family are very involved organising many fundraising activities.

ASSUME MAXIMUM DONATION IS \$300 – HOW WILL DONATION BE USED?

This donation will be used to offset the \$3,200 cost which also includes carer support.

(iii) APPLICANT 3

SPECIAL OLYMPICS - Nominee Aged 17 years

REASONS FOR NOMINATING THIS PARTICULAR JUNIOR:

Applicant three has had a very difficult family life and currently lives in supported care under the Minister and is trying to maintain her studies. She really enjoys her football and as the only girl in the team she is committed to continual improvement. Sport has allowed her to improve her social skills, to work as a team and to improve her self esteem and confidence to which she has made noticeable improvement in all areas.

ASSUME MAXIMUM DONATION IS \$300 – HOW WILL DONATION BE USED?

The money would be used to lower the cost of attending the National Games.

(iv) APPLICANT 4

SPECIAL OLYMPICS - Nominee Aged 18 years

REASONS FOR NOMINATING THIS PARTICULAR JUNIOR:

Applicant four is a real battler and has faced many hurdles in life from an early age. His parents are true battlers and have faced many obstacles that living with disability brings. He is a dedicated sportsman who has used his sporting success to aid him in everyday life. His mother also suffers from ill health.

ASSUME MAXIMUM DONATION IS \$300 – HOW WILL DONATION BE USED?

This donation will be used to offset the \$3,200 levy for each athlete to attend the Special Olympics and which also includes carer support.

(v) APPLICANT 5

SPECIAL OLYMPICS - Nominee Aged 20 years

REASONS FOR NOMINATING THIS PARTICULAR JUNIOR:

Applicant five is an outstanding sportsman who demonstrates both skill and sportsmanship on the field always putting in 100%. He aspires to be a leader and is well on his way to achieving this goal. His family are very supportive in his bid to cover his sporting costs.

ASSUME MAXIMUM DONATION IS \$300 – HOW WILL DONATION BE USED?

This donation will be used to offset the \$3,200 cost which and also includes carer support.

(vi) APPLICANT 6

BASKETBALL MOUNT GAMBIER INC. - Nominee Aged 13 years

REASONS FOR NOMINATING THIS PARTICULAR JUNIOR:

Applicant six shows considerable skills and a desire to improve in basketball activities. Since coming to Australia from Congo her involvement in basketball has provided the opportunity to enjoy social interaction and free time from her family responsibilities. Being the eldest daughter her mother relies heavily on her for decision making and support.

ASSUME MAXIMUM DONATION IS \$300 – HOW WILL DONATION BE USED?

This donation will be used to purchase player uniforms, pay Association Fees and also match payments.

(vii) APPLICANT 7

BASKETBALL MOUNT GAMBIER INC. - Nominee Aged 12 years

REASONS FOR NOMINATING THIS PARTICULAR JUNIOR:

Applicant seven is a refugee from a central African area. He displays natural athletic ability and exceptional ball skills. He clearly loves the sport and is quickly

improving his knowledge of the game and understanding of the English language. He is growing in confidence as he gets to know his team mate and opponents and shows considerable skills and a desire to improve in basketball activities. His involvement is important to him not only for improving his skills but also with his development as a person and to become more confident with his peers.

ASSUME MAXIMUM DONATION IS \$300 – HOW WILL DONATION BE USED?

This donation will be used to purchase shoes and shorts, pay Association Fees and also match payments.

(viii) APPLICANT 8

BLUE LAKE Y SWIM CLUB - Nominee Aged 12 years

REASONS FOR NOMINATING THIS PARTICULAR JUNIOR:

Applicant eight is a dedicated and motivated member of Swim Club, shows great potential to succeed at a competition level. His aim is to achieve qualifying times to compete and the 2015 Country Championships. There are very limited qualifying meet opportunities in our local region and financial restrictions on his family have limited his ability to attend meets that require overnight accommodation.

ASSUME MAXIMUM DONATION IS \$300 – HOW WILL DONATION BE USED?

This donation will be used to offset travel costs as well as entry fees for upcoming meets.

SECRETARY'S NOTE

*Details of all confidential applications are attached to this Agenda – Committee Members only*

Jeanette Elliott moved it be recommended to Council;

- (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 Sportspeople initiative (funded from some of the proceeds from the 2013 SA Power Networks Blue Lake Fun Run) and to be used strictly in accordance with their respective confidential application:

- (i) Special Olympics \$1,500
- (ii) Basketball Mount Gambier \$600
- (iii) Blue Lake Y Swim Club \$300

Cr Kuhl seconded

Carried

Meeting closed at 6.01 p.m.

## CORPORATE AND COMMUNITY SERVICES REPORT NO. 67/2014

**SUBJECT: SPORT AND RECREATION MAJOR CAPITAL WORKS PROGRAM 2014/15**

**REF: AF14/54**

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*Goal: Building Communities*

*Strategic Objective: (i) Encourage the development of community facilities and infrastructure, community events and active and safe community spaces through direct support, seeking funding, facilitation etc.*  
*(ii) Recognise and support our volunteers, community organisations and their sustainability as they continue to be the foundation of the community.*

### BACKGROUND

Council had previously resolved to provide an allocation in the annual budget to establish a Sport and Recreation Major Capital Works Program and once established, publicly call for applications.

The 2014/2015 Budget provides an amount of \$70,000 for this Program.

The Sport and Recreation Major Capital Works Program was publicly advertised during October, 2014 and at close of applications on 7<sup>th</sup> November, 2014, the following applications were received;

#### Applications Received - Overview

1. West Gambier Football Club  
Project Title: Rainwater Tank Purchase / Installation  
Total Project Cost: \$15,758  
Contribution Requested: \$10,858
  2. East Gambier Sportsmens Club  
Project Title: Clubhouse re-roofing  
Total Project Cost: \$39,988  
Contribution Requested: \$20,000
  3. North Gambier Football Club  
Project Title: Canteen and BBQ Shed Upgrade  
Total Project Cost: \$50,000  
Contribution Requested: \$12,000
  4. Mount Gambier Tennis Club  
Project Title: Court Fencing Upgrade  
Total Project Cost: \$21,310  
Contribution Requested: \$18,810
  5. Mount Gambier and Districts Little Athletics Centre  
Project Title: Athletic Track Upgrade  
Total Project Cost: \$116,572  
Contribution Requested: \$26,072
  6. Blue Lake BMX Club  
Project Title: Clubhouse re-roofing  
Total Project Cost: \$14,838  
Contribution Requested: \$14,838
- Total Grants/sought: \$103,078

Corporate and Community Services Report No. 67/2014 cont'd...

Application Guidelines

The criteria developed for the Program Guidelines includes the following (in brief);

- minimum total project cost of \$10,000
- preference to high incidence of self help
- preference to matching funds or significant in-kind contribution by the applicant
- priority for capital renewal or upgrade of existing assets rather than enhancement/additions or new assets
- for projects aimed at increasing community usage of sport and recreation facilities
- not for operating costs, the purchase of land or repayment of loans
- not for projects already commenced or completed
- not for projects submitted by individuals
- claims for payment to be submitted by end of financial year.

A copy of the guidelines and application form developed for the 2014/2015 Program are provided for further information.

Section 1: Membership Details

		Junior		Senior		Total		Grand Total
		M	F	M	F	M	F	
1	WGFC	300	200	300	150	600	350	950
2	EGSC	178	56	190	110	368	166	534
3	NGFC	100	60	200	100	300	160	460
4	MG Tennis	29	18	26	24	55	42	97
5	MG Little Athletics	119	117			119	117	236
6	BMX	30	18	20	2	50	20	70

Section 2: The Project

	Community Benefit	High	Average	Low
1	WGFC	✓		
2	EGSC	✓		
3	NGFC	✓		
4	MG Tennis		✓	
5	MG Little Athletics	✓		
6	BMX		✓	

Location

1	WGFC	Malseed Park Reserve (Council Owned)
2	EGSC	McDonald Park (Council Owned)
3	NGFC	Vansittart Park (Council Owned)
4	MG Tennis	Heriot Street Courts (Privately Owned)
5	MG Little Athletics	Mount Gambier High School (Education Department)
6	BMX	Hastings Cunningham Reserve (Council Owned)

Corporate and Community Services Report No. 67/2014 cont'd...

Section 3: Project Funding

	Funding Breakdown	Cash \$	In Kind \$	Voluntary \$	Grant Requested \$	Total \$
1	WGFC	2,000	750	2,150	10,858	15,758
2	EGSC	8,693	11,295	-	20,000	39,988
3	NGFC (see footnote)	10,000	2,500	10,000	12,500	50,000 *
4	MG Tennis	500	-	2,000	18,810	21,310
5	MG Little Athletics (see footnote)	15,000	-	-	26,072	116,572 *
6	BMX	-	-	-	14,838	14,838

\* North Gambier Football Club have secured additional project funding of \$15,000

\* Mount Gambier Little Athletics have secured additional project funding:

- Recreation and Sport Facilities Grant of \$50,000
- Mount Gambier High School \$20,000  
(support letters provided)

		Percentage Contribution by Proponent to Project		
		Cash %	In Kind/Voluntary %	Total %
1	WGFC	2,000	2,900	31%
2	EGSC	8,693	11,295	50%
3	NGFC	10,000	12,500	45%
4	MG Tennis	500	2,000	12%
5	MG Little Athletics	15,000	-	13%
6	BMX	-	-	0%

Other Funding Requirements - Provision of Further Information

		Financial Statements	Current Bank Statements	Quotations Received	Ability for project to proceed if funding shortfall
1	WGFC * (see footnote)	✓	✓	✓	No
2	EGSC	✓	✓	✓	Yes
3	NGFC *	✓	✓		Yes
4	MG Tennis	✓	✓		Yes
5	MG Little Athletics	✓	✓	✓	Yes
6	BMX	✓	✓	✓	Yes

\* 2013 Financial Statements only provided

Corporate and Community Services Report No. 67/2014 cont'd...

Previous Years Allocations

Year	Organisation	Amount \$	Total Program Annual Allocated \$
2010	Mount Gambier Little Athletics	10,000	
	Basketball Mount Gambier	20,000	
	Suttontown Tennis	15,000	45,000
2011	Apollo Soccer	12,242	
	Mount Gambier Softball	25,000	
	Basketball Mount Gambier	31,046	
	West Gambier Cricket	22,312	
	Mount Gambier Tennis	9,400	100,000
2012	Lower South East Hockey	40,000	
	Mount Gambier Croquet	10,000	
	Mount Gambier Netball Association	20,000	
	Basketball Mount Gambier	30,000	100,000
2013	West Gambier Football Club	11,000	
	MG Greyhound	11,000	
	MG Softball League	18,000	
	MG Tennis Club	10,000	
	North Gambier Football/Netball	50,000	100,000

Selection Rationale

The following application assessment rationale has been developed (based on the program guidelines) which in turn has influenced the recommended grant allocations.

No.	Application	Infrastructure Assessment	Contribution of Club/ Other Contributions		Guidelines Compliance			
		Infrastructure Priority	% Club Contribution	Other Contributions	Financial/Bank Statements	Quotations Provided	Previous / Level of Grants	
1	WGFC	2	2	-	1	1	2	8
2	EGSC	3	3	-	1	1	3	11
3	NGFC	2	3	1	1	-	1	8
4	Tennis	3	1	-	1	-	2	7
5	Athletics	3	1	1	1	1	2	9
6	BMX	3	0	-	1	1	3	8
Rating Legend	Renew of Existing 3		33% + 3	Yes 1	Provided 1	Provided 1	None Previously 3	
	Enhance/Add to Existing 2		16-33% 2	No 1	Not Provided 0	Not Provided 0	Moderate previously 2	
	New 1		1-16% 1				Significant previously 1	
			0 0					

RECOMMENDATION

- (a) Corporate and Community Services Report No. 67/2014 be received;

Corporate and Community Services Report No. 67/2014 cont'd...

(b) the \$70,000 allocated for distribution to the 2014/2015 Sport and Recreation Major Capital Works Program, be distributed as follows:

1. West Gambier Football Club	\$10,000
2. East Gambier Sportsmens Club	\$20,000
3. North Gambier Football Club	\$8,000
4. Mount Gambier Little Athletics Centre	\$24,000
5. Blue Lake BMX Club	<u>8,000</u>
Total	<u>\$70,000</u>

(c) All applicants be advised accordingly.



**Barbara CERNOVSKIS**  
MANAGER - COMMUNITY SERVICES AND DEVELOPMENT

Sighted:



**Mark McSHANE**  
CHIEF EXECUTIVE OFFICER

11<sup>th</sup> November, 2014  
MJT



## CORPORATE AND COMMUNITY SERVICES REPORT NO. 68/2014

**SUBJECT:** BUDGET UPDATE AS AT 30<sup>th</sup> SEPTEMBER, 2014

**REF:** AF13/457

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*Goal:* Governance

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

Following the introduction of the Local Government (Financial Management) Regulations 2011, Council completed a review of its Budget reporting processes (Corporate and Community Services Report No. 30/3012 - Monitoring Council's Budget Performance) resulting in the adoption of the new Policy B300 - Budget Reporting and Amendment.

The objective of the Budget Reporting and Amendment Policy is to provide management with a framework to operate in regard to the following:

- The content, timing and process to be followed for reporting to Council on its performance against budget;
- The scope and conditions associated with the Chief Executive Officer approving variations in activity (that are within the scope of the approved budget allocations);
- The process required to be followed as well as general guidelines in relation to the carrying forward of expenditure authority associated with projects included in the budget for the previous year.

The Policy provides for a Budget Update report to be prepared and included in the agenda of the Ordinary Meeting of Council's Corporate and Community Services Committee in the months of November and March (as a minimum). The report will highlight at summary level budget activity for the year to date, original and revised budget information, and include the latest revised forecast of expected budget results for the year.

The Budget Update as at 30<sup>th</sup> September, 2014 as presented with this Report, is now recommended for adoption.

### RECOMMENDATION

- (a) Corporate and Community Services Report No. 68/2014 be received;
- (b) the Budget Update as at 30<sup>th</sup> September, 2014 as presented with this Report be adopted by Council with all amendments to be made to the 2014/2015 Council Budget.



**Grant HUMPHRIES**  
DIRECTOR - CORPORATE SERVICES

Sighted:



**Mark McSHANE**  
CHIEF EXECUTIVE OFFICER



## **BUDGET UPDATE: BR1 NOVEMBER 2014 AS AT 30TH SEPTEMBER 2014**

- 1. HIGH LEVEL SUMMARY BY FUNCTION (PAGES 1 - 13)**
- 2. DETAILED SUMMARY OF REQUESTED BUDGET VARIATIONS (PAGES 14 - 15)**
- 3. SUMMARY OF REQUESTED BUDGET VARIATIONS (PAGE 16)**
- 4. BR1 COMMENTARY (PAGE 17)**
- 5. UNIFORM PRESENTATION OF FINANCES (PAGES 18 - 25)**

## HIGH LEVEL SUMMARY BY FUNCTION

### 1. ADMINISTRATION

	Original Budget '000	Revised Budget '000	Proposed Budget '000	Actual 30/09/2014 '000	Variance now Requested '000	Proposed E of Y Budget Forecast '000
<b>OPERATING EXPENDITURE (6000 - 6002)</b>	1,728	-	1,728	500	0	1,728
<b>OPERATING REVENUE (4100 - 4120)</b>	19,480	-	19,660	18,105	180	19,660
<b>NET OPERATING - SURPLUS / (DEFICIT)</b>	17,752	-	17,932	17,605	180	17,932
<b>CAPITAL EXPENDITURE (7500)</b>	120	240	240	-	0	240
<b>CAPITAL REVENUE</b>						
<b>NET CAPITAL - SURPLUS / (DEFICIT)</b>	(120)	(240)	(240)	-	0	(240)
<b>NON OPERATING EXPENDITURE</b>						
<b>NON OPERATING REVENUE</b>						
<b>NET NON OPERATING - SURPLUS / (DEFICIT)</b>						

Financial Report: refer detailed Summary

**HIGH LEVEL SUMMARY BY FUNCTION**

**2. SUPPORT SERVICES**

	Original Budget '000	Revised Budget '000	Proposed Budget '000	Actual 30/09/2014 '000	Variance now Requested '000	Proposed E of Y Budget Forecast '000
<b>OPERATING EXPENDITURE (6010)</b>	3,223	-	3,227	667	4	3,227
<b>OPERATING REVENUE</b>						
<b>NET OPERATING - SURPLUS / (DEFICIT)</b>	(3,223)	-	(3,227)	(667)	(4)	(3,227)
<b>CAPITAL EXPENDITURE (7460)</b>	110	133	133	-	0	133
<b>CAPITAL REVENUE</b>						
<b>NET CAPITAL - SURPLUS / (DEFICIT)</b>	(110)	(133)	(133)	-	0	(133)
<b>NON OPERATING EXPENDITURE</b>						
<b>NON OPERATING REVENUE</b>						
<b>NET NON OPERATING - SURPLUS / (DEFICIT)</b>						

Financial Report: refer detailed Summary

**HIGH LEVEL SUMMARY BY FUNCTION**

**3. COMMUNITY**

	Original Budget '000	Revised Budget '000	Proposed Budget '000	Actual 30/09/2014 '000	Variance now Requested '000	Proposed E of Y Budget Forecast '000
<b>OPERATING EXPENDITURE (6100)</b>	1,612	1,627	1,649	430	22	1,649
<b>OPERATING REVENUE (4130)</b>	114	114	114	28	0	114
<b>NET OPERATING - SURPLUS / (DEFICIT)</b>	(1,498)	(1,513)	(1,535)	(402)	(22)	(1,535)
<b>CAPITAL EXPENDITURE (7560, 7570, 7620)</b>	126	-	126	46	-	126
<b>CAPITAL REVENUE</b>						
<b>NET CAPITAL - SURPLUS / (DEFICIT)</b>	(126)		(126)	(46)	-	(126)
<b>NON OPERATING EXPENDITURE</b>						
<b>NON OPERATING REVENUE</b>						
<b>NET NON OPERATING - SURPLUS / (DEFICIT)</b>						

Financial Report: refer detailed Summary

**HIGH LEVEL SUMMARY BY FUNCTION**

**4. CULTURAL**

	<b>Original Budget '000</b>	<b>Revised Budget '000</b>	<b>Proposed Budget '000</b>	<b>Actual 30/09/2014 '000</b>	<b>Variance now Requested '000</b>	<b>Proposed E of Y Budget Forecast '000</b>
<b>OPERATING EXPENDITURE (6200)</b>	2,982	-	2,991	520	9	2,991
<b>OPERATING REVENUE (4140 - 4142)</b>	388	-	388	42	-	388
<b>NET OPERATING - SURPLUS / (DEFICIT)</b>	(2,594)	-	(2,603)	(478)	(9)	(2,603)
<b>CAPITAL EXPENDITURE (7470, 7640, 7650)</b>	213	224	302	6	78	302
<b>CAPITAL REVENUE</b>						
<b>NET CAPITAL - SURPLUS / (DEFICIT)</b>	(213)	(224)	(302)	(6)	(78)	(302)
<b>NON OPERATING EXPENDITURE</b>						
<b>NON OPERATING REVENUE</b>						
<b>NET NON OPERATING - SURPLUS / (DEFICIT)</b>						

Financial Report: refer detailed Summary

**HIGH LEVEL SUMMARY BY FUNCTION**

**5. ECONOMIC**

	Original Budget '000	Revised Budget '000	Proposed Budget '000	Actual 30/09/2014 '000	Variance now Requested '000	Proposed E of Y Budget Forecast '000
<b>OPERATING EXPENDITURE (6300)</b>	1,487	-	1,547	343	60	1,547
<b>OPERATING REVENUE (4153)</b>	384	-	384	109	-	384
<b>NET OPERATING - SURPLUS / (DEFICIT)</b>	(1,103)	-	(1,163)	(234)	(60)	(1,163)
<b>CAPITAL EXPENDITURE (7660)</b>	8		8	-		8
<b>CAPITAL REVENUE</b>						
<b>NET CAPITAL - SURPLUS / (DEFICIT)</b>	(8)	-	(8)	-		(8)
<b>NON OPERATING EXPENDITURE</b>						
<b>NON OPERATING REVENUE</b>						
<b>NET NON OPERATING - SURPLUS / (DEFICIT)</b>						

Financial Report: refer detailed Summary

**HIGH LEVEL SUMMARY BY FUNCTION**

**6. ENVIRONMENT**

	Original Budget '000	Revised Budget '000	Proposed Budget '000	Actual 30/09/2014 '000	Variance now Requested '000	Proposed E of Y Budget Forecast '000
<b>OPERATING EXPENDITURE (6400)</b>	3,717	-	3,717	798	-	3,717
<b>OPERATING REVENUE (4162)</b>	1,736	-	1,736	738	-	1,736
<b>NET OPERATING - SURPLUS / (DEFICIT)</b>	(1,981)	-	(1,981)	(60)	-	(1,981)
<b>CAPITAL EXPENDITURE (7670, 7665, 7800)</b>	251	1,364	1,364	114	-	1,364
<b>CAPITAL REVENUE</b>						
<b>NET CAPITAL - SURPLUS / (DEFICIT)</b>	(251)	(1,364)	(1,364)	(114)	-	(1,364)
<b>NON OPERATING EXPENDITURE</b>						
<b>NON OPERATING REVENUE</b>						
<b>NET NON OPERATING - SURPLUS / (DEFICIT)</b>						

Financial Report: refer detailed Summary



## HIGH LEVEL SUMMARY BY FUNCTION

### 7. RECREATIONAL

	Original Budget '000	Revised Budget '000	Proposed Budget '000	Actual 30/09/2014 '000	Variance now Requested '000	Proposed E of Y Budget Forecast '000
<b>OPERATING EXPENDITURE (6500)</b>	2,573	-	2,573	588	-	2,573
<b>OPERATING REVENUE (4170)</b>	68	-	68	38	-	68
<b>NET OPERATING - SURPLUS / (DEFICIT)</b>	(2,505)	-	(2,505)	(550)	-	(2,505)
<b>CAPITAL EXPENDITURE (7680, 7690, 7700, 7730)</b>	3,360	4,660	4,258	492	(402)	4,258
<b>CAPITAL REVENUE</b>						
<b>NET CAPITAL - SURPLUS / (DEFICIT)</b>	(3,360)	(4,660)	(4,258)	(492)	402	(4,258)
<b>NON OPERATING EXPENDITURE</b>						
<b>NON OPERATING REVENUE</b>						
<b>NET NON OPERATING - SURPLUS / (DEFICIT)</b>						

Financial Report: refer detailed Summary

**HIGH LEVEL SUMMARY BY FUNCTION**

**8. REGULATORY**

	Original Budget '000	Revised Budget '000	Proposed Budget '000	Actual 30/09/2014 '000	Variance now Requested '000	Proposed E of Y Budget Forecast '000
<b>OPERATING EXPENDITURE (6600)</b>	1,117	-	1,117	250	-	1,117
<b>OPERATING REVENUE (4180)</b>	418	-	418	210	-	418
<b>NET OPERATING - SURPLUS / (DEFICIT)</b>	(699)	-	(699)	(40)	-	(699)
<b>CAPITAL EXPENDITURE</b>						
<b>CAPITAL REVENUE</b>						
<b>NET CAPITAL - SURPLUS / (DEFICIT)</b>						
<b>NON OPERATING EXPENDITURE</b>						
<b>NON OPERATING REVENUE</b>						
<b>NET NON OPERATING - SURPLUS / (DEFICIT)</b>						

Financial Report: refer detailed Summary

## HIGH LEVEL SUMMARY BY FUNCTION

### 9. TRANSPORT

	Original Budget '000	Revised Budget '000	Proposed Budget '000	Actual 30/09/2014 '000	Variance now Requested '000	Proposed E of Y Budget Forecast '000
<b>OPERATING EXPENDITURE (6700)</b>	2,697	-	2,697	183	-	2,697
<b>OPERATING REVENUE (4192, 4193)</b>	316	-	324	-	8	324
<b>NET OPERATING - SURPLUS / (DEFICIT)</b>	(2,381)	-	(2,373)	(183)	8	(2,373)
<b>CAPITAL EXPENDITURE (7300, 7400, 7450, 7800, 7900))</b>	4,233	6,042	5,704	755	(338)	5,704
<b>CAPITAL REVENUE</b>						
<b>NET CAPITAL - SURPLUS / (DEFICIT)</b>	(4,233)	(6,042)	(5,704)	(755)	338	(5,704)
<b>NON OPERATING EXPENDITURE</b>						
<b>NON OPERATING REVENUE</b>						
<b>NET NON OPERATING - SURPLUS / (DEFICIT)</b>						

Financial Report: refer detailed Summary

**HIGH LEVEL SUMMARY BY FUNCTION**

**10. ENGINEERING/INDIRECT**

	<b>Original Budget '000</b>	<b>Revised Budget '000</b>	<b>Proposed Budget '000</b>	<b>Actual 30/09/2014 '000</b>	<b>Variance now Requested '000</b>	<b>Proposed E of Y Budget Forecast '000</b>
<b>OPERATING EXPENDITURE (6800)</b>	1,065	-	1,069	121	4	1,069
<b>OPERATING REVENUE</b>						
<b>NET OPERATING - SURPLUS / (DEFICIT)</b>	(1,065)	-	(1,069)	(121)	(4)	(1,069)
<b>CAPITAL EXPENDITURE (7830, 7900)</b>	12	-	12	-	0	12
<b>CAPITAL REVENUE</b>						
<b>NET CAPITAL - SURPLUS / (DEFICIT)</b>	(12)	-	(12)	-	-	(12)
<b>NON OPERATING EXPENDITURE</b>						
<b>NON OPERATING REVENUE</b>						
<b>NET NON OPERATING - SURPLUS / (DEFICIT)</b>						

Financial Report: refer detailed Summary

**HIGH LEVEL SUMMARY BY FUNCTION**

**11. UNCLASSIFIED**

	Original Budget '000	Revised Budget '000	Proposed Budget '000	Actual 30/09/2014 '000	Variance now Requested '000	Proposed E of Y Budget Forecast '000
<b>OPERATING EXPENDITURE (6900)</b>	960	-	960	29	-	960
<b>OPERATING REVENUE (4210, 4230, 4240)</b>	213	-	230	100	17	230
<b>NET OPERATING - SURPLUS / (DEFICIT)</b>	(747)	-	(730)	71	17	(730)
<b>CAPITAL EXPENDITURE</b>						
<b>CAPITAL REVENUE</b>						
<b>NET CAPITAL - SURPLUS / (DEFICIT)</b>						
<b>NON OPERATING EXPENDITURE</b>						
<b>NON OPERATING REVENUE</b>						
<b>NET NON OPERATING - SURPLUS / (DEFICIT)</b>						

Financial Report: refer detailed Summary

**HIGH LEVEL SUMMARY BY FUNCTION**

**12. NON - OPERATING**

	Original Budget '000	Revised Budget '000	Proposed Budget '000	Actual 30/09/2014 '000	Variance now Requested '000	Proposed E of Y Budget Forecast '000
<b>OPERATING EXPENDITURE</b>						
<b>OPERATING REVENUE</b>						
<b>NET OPERATING - SURPLUS / (DEFICIT)</b>						
<b>CAPITAL EXPENDITURE</b>						
<b>CAPITAL REVENUE</b>						
<b>NET CAPITAL - SURPLUS / (DEFICIT)</b>						
<b>NON OPERATING EXPENDITURE (7000)</b>	726	726	726	43	-	726
<b>NON OPERATING REVENUE (4250, 4260, 4270, 4280, 4300, 4500)</b>	9,118	13,509	12,826	52	(683)	12,826
<b>NET NON OPERATING - SURPLUS / (DEFICIT)</b>	8,392	12,783	12,100	9	683	12,100

Financial Report: refer detailed Summary

**HIGH LEVEL SUMMARY BY FUNCTION**

**13. SUMMARY**

	Original Budget '000	Revised Budget '000	Proposed Budget '000	Actual 30/09/2014 '000	Variance now Requested '000	Proposed E of Y Budget Forecast '000
<b>OPERATING EXPENDITURE</b>	23,161	23,176	23,275	4,429	99	23,275
<b>OPERATING REVENUE</b>	23,117	23,117	23,322	19,370	205	23,322
<b>NET OPERATING BUDGET SURPLUS/(DEFICIT)</b>	(44)	(59)	47	14,941	106	47
<b>CAPITAL EXPENDITURE</b>	8,433	12,809	12,147	1,413	(662)	12,147
<b>CAPITAL REVENUE</b>	0	0		0		
<b>NET CAPITAL - SURPLUS / (DEFICIT)</b>	(8,433)	(12,809)	(12,147)	(1,413)	662	(12,147)
<b>NON OPERATING EXPENDITURE</b>	726	726	726	43	0	726
<b>NON OPERATING REVENUE</b>	9,118	13,509	12,826	52	(683)	12,826
<b>NET CASH BUDGET SURPLUS/(DEFICIT)</b>	8,392	12,783	12,100	9	683	12,100
<b>TOTALS</b>	(85)	(85)	-			-

**2. DETAILED SUMMARY OF REQUESTED BUDGET VARIATIONS**

Account No.	Description	Original Budget '000	Revised Budget '000	Proposed Budget '000	Actual 30/09/2014 '000	Variance now Requested '000	Proposed E of Y Budget Forecast '000
	<b>2.1 OPERATING REVENUE</b>						
	<b>ADMINISTRATION</b>						
4120.0201	GENERAL PURPOSE - GRANTS COMMISSION - FAG'S (INCREASE TO BUDGET)	2,038		2,208	552	170	2,208
4120.0202	GENERAL PURPOSE - GRANTS COMMISSION - LOCAL ROADS (INCREASE TO BUDGET)	376		386	97	10	386
						<b>180</b>	
	<b>TRANSPORT</b>						
4193.0936	ROADS TO RECOVERY PROGRAM - FUNDING INCREASE	274		282	0	8	282
						<b>8</b>	282
	<b>UNCLASSIFIED</b>						
4230.1305	SUNDRY REVENUE - TRAINING SUBSIDIES RECEIVED	5		22	19	17	22
						<b>17</b>	
	<b>TOTAL OPERATING REVENUE Increase (Decrease)</b>					<b>205</b>	
	<b>2.2 OPERATING EXPENDITURE</b>						
	<b>SUPPORT SERVICES</b>						
6012.0021	PAYROLL SERVICES - SUPERANNUATION (ADJ.)	29		19	5	(10)	19
6011.0021	ACCOUNTING / FINANCE SERVICES - SUPERANNUATION (ADJ.)	10		20	5	10	20
6012.0025	PAYROLL SERVICES - WORKERS COMPENSATION INSURANCE PREMIUM	90		94	94	4	94
						<b>4</b>	
	<b>COMMUNITY SERVICES</b>						
6102.0410	EMERGENCY SERVICES LEVY - INCREASE	17		34	30	17	34
6125.0530	YOUTH SERVICES - YOUTH INITIATIVES (GRANT FUNDS RECEIVED LAST YEAR)	4		9	0	5	9
						<b>22</b>	
	<b>CULTURAL SERVICES</b>						
6200.0025	LIBRARY SERVICES - WORKERS COMPENSATION INSURANCE PREMIUM INC.	18		22	22	4	22
6200.0644	LIBRARY SERVICES - SECURITY SERVICES	5		10	6	5	10
						<b>9</b>	



		Original Budget '000	Revised Budget '000	Proposed Budget '000	Actual 28/09/2014 '000	Variance now Requested '000	Proposed E of Y Budget Forecast '000
	<b>2.2 OPERATING EXPENDITURE (cont'd...)</b>						
	<b>ECONOMIC</b>						
6320.0762	CONTRIBUTION - ECONOMIC PROJECTS - OLD TOWN HALL	120		180	6	60	180
						60	180
	<b>ENGINEERING / INDIRECT</b>						
6820.0025	ENGINEERING - AWU EMPLOYEES - WORKERS COMPENSATION INC.	110		114	114	4	114
						4	
	<b>TOTAL OPERATING EXPENDITURE INCREASE/(DECREASE)</b>					99	
	<b>2.3 NON OPERATING REVENUE</b>						
4250.1524	LOAN FUNDS REVENUE - RAIL LANDS PROJECT - ALIGN PROJECT COST TO BUDGET	1,093		691	0	(402)	691
4250.1524	LOAN FUNDS REVENUE - ADJ. TO BUDGET AMOUNT	1,093	691	585	0	(106)	585
4500.2001	GRANT FUNDING (SLRP - GRAHAM ROAD DELETED)	359		184	0	(175)	184
	<b>TOTAL NON OPERATING REVENUE INCREASE/(DECREASE)</b>					(683)	
	<b>2.4 CAPITAL EXPENDITURE</b>						
	<b>CULTURAL</b>						
7630.5350	LIBRARY SOLAR PROJECT - AS PER COUNCIL RESOLUTION	-		78	-	78	78
	<b>RECREATION</b>						
7680.5811	RAIL LANDS REDEVELOPMENT - ALIGN PROJECT COST TO BUDGET	2,000	2,993	2,591	292	(402)	2,591
	<b>TRANSPORT</b>						
7900.3999	ENGINEERING / INFRASTRUCTURE (SLRP - GRAHAM ROAD DELETED)	350		0	0	(350)	0
7900.3999	ROADS / INFRASTRUCTURE (ROADS TO RECOVERY) FUNDING INCREASE	270		282	0	12	282
	<b>TOTAL CAPITAL EXPENDITURE INCREASE/(DECREASE)</b>					(662)	

**3. SUMMARY OF REQUESTED BUDGET VARIATIONS**

	<b>Original Budget \$</b>	<b>Revised Budget \$</b>	<b>Variation Requested \$</b>	<b>Proposed BR1 \$</b>
<b>OPERATING</b>				
Operating Expenditure Increase (Decrease)	23,161,000	23,176,000	99,000	23,275,000
Operating Revenue Increase (Decrease)	23,117,000	23,117,000	205,000	23,322,000
<b>Operating Surplus/(Deficit)</b>	<b>(44,000)</b>	<b>(59,000)</b>	<b>106,000</b>	<b>47,000</b>
<b>CAPITAL EXPENDITURE</b>				
Capital Expenditure Increase (Decrease)	8,433,000	12,809,000	(662,000)	12,147,000
<b>CAPITAL REVENUE</b>				
Capital Revenue Increase (Decrease)	0	0	0	0
<b>NON OPERATING EXPENDITURE</b>				
Non Operating Expenditure Increase (Decrease)	726,000	726,000	0	726,000
<b>NON OPERATING REVENUE</b>				
Non Operating Revenue Increase (Decrease)	9,118,000	13,509,000	(683,000)	12,826,000
<b>Revised Cash Budget Surplus/(Deficit)</b>	<b>(85,000)</b>	<b>(85,000)</b>		<b>0</b>
<b>SUMMARY OF ALTERATIONS : SURPLUS/(DEFICIT)</b>		<b>Operating Budget</b>	<b>Cash Budget</b>	
Original (Adopted) Budget		(44,000)	(85,000)	
Revised Budget - (Work in Progress)		(59,000)	(85,000)	
Budget Update No. 1 (as at 30th September, 2014)		47,000	0	

#### 4. **BR1 Commentary**

- This is the first Budget Review for the 2014/2015 financial year other than the interim review which introduced work in progress amounts from 2013/2014 into the 2014/2015 Budget.
- BR1 takes into account most costs for the first 3 months of operating (July to September) however the majority of creditors for the month of September are not yet included (processed in October).
- Operating Revenue increases by \$205,000 principally as a result of adjustments to the Budgeted expenditure and corresponding loan funding for the Rail Lands projects, Grants Commission allocations as reported to Council.
- Operating Expenditure increases by \$99,000 principally due to a range of Budget adjustments.
- Capital Expenditure is reduced by \$662,000 principally as a result of an adjustment to the Budgeted expenditure (aligning to grant funding application) for the Rail Lands Project, the deletion of the Graham Road (SLRP) and the addition of the Library Solar Project.
- Non Operating Revenue is reduced by \$683,000 principally due to an adjustment to Rail Lands Project budget (now that actual budget is known following Grant process) and the funding that was anticipated for the SLRP project (but now not forthcoming).  
Overall loan funding revenue has also been reduced (aligned to grant funding application) as an overall budget balancing amount.
- In overall terms BR1 provides for;
  - An increase in Operating Expenditure of \$99,000
  - An increase in Operating Revenue of \$205,000
  - A net benefit to the operating result of \$106,000
- Council's Budgeted Operating commentary;
  - The adopted Budget provided for a \$44,000 Deficit
  - Interim (WIP) Review resulted in a \$59,000 Operating Deficit
  - BR1 results in a \$47,000 surplus as at 30<sup>th</sup> September, 2014
- Council's Cash Budget commentary:
  - adopted Budget provided for a \$85,000 Deficit
  - the Interim (WIP) Review resulted in a \$85,000 Cash Budget Deficit
  - as a result of BR1 Council Cash Budget provides for a balanced budget as at 30<sup>th</sup> September, 2014

**CITY OF MOUNT GAMBIER  
BUDGET 2014/15**

**Statement of Comprehensive Income**

<b>ACTUAL 2013/14 \$ '000</b>	<b>INCOME</b>	<b>BR1 2014/15 \$ '000</b>
16,826	Rates	17,066
378	Statutory Charges	418
3,530	User Charges	2,627
1,278	Grants Subsidies and Contributions	3,088
32	Investment Income	5
229	Reimbursements	118
467	Other	0
0	Share of profit - joint ventures and associates	0
<hr/>		<hr/>
22,740	<b>TOTAL REVENUES</b>	23,322
	 <b>EXPENSES</b>	
8,772	Wages and Salaries	9,097
8,467	Materials, contracts & other expenses	7,515
262	Finance Costs	568
5,907	Depreciation, amortisation & impairment	6,095
0	Share of loss - joint ventures & associates	0
<hr/>		<hr/>
23,408	<b>Total Expenses</b>	23,275
<hr/>		<hr/>
<b>-668</b>	<b>OPERATING SURPLUS/(DEFICIT) BEFORE CAPITAL AMOUNTS</b>	47
<b>-3,227</b>	Net gain (loss) on disposal or revaluation of assets	0
3,064	Amounts specifically for new or upgraded assets	0
0	Physical resources received free of charge	0
 <b>-831</b>	 <b>NET SURPLUS/(DEFICIT)</b>	 <b>47</b>
<hr/> <hr/>		<hr/> <hr/>

**CITY OF MOUNT GAMBIER  
BUDGET 2014/15**

**Cash Flow Statement**

<b>ACTUAL 2013/14 \$ '000</b>		<b>BR1 2014/15 \$ '000 Inflows (Outflows)</b>
	<b>CASHFLOWS FROM OPERATING ACTIVITIES</b>	
	<b>RECEIPTS</b>	
25,583	Operating Receipts	23,317
69	Investment Receipts	5
	<b>PAYMENTS</b>	
-18,654	Operating payments to suppliers & employees	-16,612
-230	Finance Payments	-568
<hr/>		<hr/>
6,768	<b>Net Cash provided by (or used in) Operating Activities</b>	6,142
	<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>	
	<b>RECEIPTS</b>	
3,064	Grants specifically for new or upgraded assets	0
276	Sale of Assets	184
126	Repayments of loans by community groups	108
	<b>PAYMENTS</b>	
0	Loans made to community groups	-10
-6,574	Expenditure on renewal / replacement of assets	-5,392
-3,969	Expenditure on new / upgraded assets	-6,755
<hr/>		<hr/>
-7,077	<b>Net Cash provided by (or used in) Investing Activities</b>	-11,865
	<b>CASH FLOWS FROM FINANCING ACTIVITIES</b>	
	<b>RECEIPTS</b>	
1,163	Proceeds from Borrowings	1,685
	<b>PAYMENTS</b>	
-356	Repayment of Borrowings	3,744
<hr/>		<hr/>
807	<b>NET CASH USED IN FINANCING ACTIVITIES</b>	5,429
498	<b>NET INCREASE (DECREASE) IN CASH HELD</b>	-294
675	<b>CASH AT BEGINNING OF YEAR</b>	1,173
<hr/> <hr/>	<b>CASH AT END OF YEAR</b>	<hr/> <hr/>
1,173		879

**CITY OF MOUNT GAMBIER  
BUDGET 2014/15**

**Balance Sheet**

<b>ACTUAL 2013/14 \$ '000</b>		<b>BR1 2014/15 \$ '000</b>
	<b>ASSETS</b>	
	<b>CURRENT ASSETS</b>	
1,173	Cash and cash equivalents	879
1,132	Trade & other receivables	1,132
37	Inventories	37
0	Other Financial Assets	0
2,342		2,048
0	Non-Current Assets held for Sale	0
2,342	<b>TOTAL CURRENT ASSETS</b>	2,048
	<b>NON-CURRENT ASSETS</b>	
154	Financial Assets	56
0	Equity accounted investments in Council businesses	0
0	Investment Property	0
195,144	Infrastructure, Property, Plant & Equipment	201,012
0	Other Non-current Assets	0
195,298	<b>TOTAL NON-CURRENT ASSETS</b>	201,068
197,640	<b>TOTAL ASSETS</b>	203,116
	<b>LIABILITIES</b>	
	<b>CURRENT LIABILITIES</b>	
2,643	Trade & Other Payables	2,643
243	Borrowings	243
1,742	Short-term Provisions	1,742
0	Other Current Liabilities	0
4,628		4,628
0	Liabilities relating to Non-current Assets held for Sale	0
4,628	<b>TOTAL CURRENT LIABILITIES</b>	4,628
	<b>NON-CURRENT LIABILITIES</b>	
0	Trade & Other Payables	0
4,538	Long-term Borrowings	9,967
252	Long-term Provisions	252
0	Other Non-current Liabilities	0
4,790	<b>TOTAL NON-CURRENT LIABILITIES</b>	10,219
9,418	<b>TOTAL LIABILITIES</b>	14,847
<b>188,222</b>	<b>NET ASSETS</b>	<b>188,269</b>
	<b>EQUITY</b>	
46,307	Accumulated Surplus	50,814
131,574	Asset Revaluation	131,574
10,341	Other Reserves	5,881
<b>188,222</b>	<b>TOTAL EQUITY</b>	<b>188,269</b>

**CITY OF MOUNT GAMBIER  
BUDGET 2014/15**

**Statement of Changes in Equity**

<b>ACTUAL 2013/14 \$ '000</b>		<b>BR1 2014/15 \$ '000</b>
	<b>ACCUMULATED SURPLUS</b>	
48,060	Balance at end of previous reporting period	46,307
-831	Net Result for Year	47
3,537	Transfer From Reserves	4,460
-4,459	Transfer To Reserves	0
46,307	<b>BALANCE AT END OF PERIOD</b>	50,814
	<b>ASSET REVALUATION RESERVE</b>	
131,574	Balance at end of previous reporting period	131,574
0	Gain on revaluation of infrastructure, property, plant & equipment	0
0	Transfer to Accumulated Surplus on sale of infrastructure, property, plant & equipment	0
131,574	<b>BALANCE AT END OF PERIOD</b>	131,574
	<b>LONG SERVICE LEAVE</b>	
724	Balance at end of previous reporting period	724
0	Transfer to reserve from accumulated surplus	0
0	Transfer from reserve to accumulated surplus	-75
724	<b>BALANCE AT END OF PERIOD</b>	649
	<b>OFF STREET CAR PARK</b>	
267	Balance at end of previous reporting period	267
0	Transfer to reserve from accumulated surplus	0
0	Transfer from reserve to accumulated surplus	0
267	<b>BALANCE AT END OF PERIOD</b>	267
	<b>PLANT REPLACEMENT</b>	
1,561	Balance at end of previous reporting period	1,561
0	Transfer to reserve from accumulated surplus	0
0	Transfer from reserve to accumulated surplus	0
1,561	<b>BALANCE AT END OF PERIOD</b>	1,561
	<b>LADY NELSON PARK REDEVELOPMENT</b>	
6	Balance at end of previous reporting period	6
0	Transfer to reserve from accumulated surplus	0
0	Transfer from reserve to accumulated surplus	0
6	<b>BALANCE AT END OF PERIOD</b>	6
	<b>ASSET REPLACEMENT</b>	
1,296	Balance at end of previous reporting period	1,296
0	Transfer to reserve from accumulated surplus	0
0	Transfer from reserve to accumulated surplus	0
1,296	<b>BALANCE AT END OF PERIOD</b>	1,296

**CITY OF MOUNT GAMBIER  
BUDGET 2014/15**

**Statement of Changes in Equity**

<b>ACTUAL 2013/14 \$ '000</b>		<b>BR1 2014/15 \$ '000</b>
	<b>LAND DIVISION - OUTSTANDING WORK</b>	
232	Balance at end of previous reporting period	232
0	Transfer to reserve from accumulated surplus	0
0	Transfer from reserve to accumulated surplus	0
232	<b>BALANCE AT END OF PERIOD</b>	232
	<b>DOWNSTREAM DRAINAGE</b>	
116	Balance at end of previous reporting period	171
55	Transfer to reserve from accumulated surplus	0
0	Transfer from reserve to accumulated surplus	0
171	<b>BALANCE AT END OF PERIOD</b>	171
	<b>WORK IN PROGRESS</b>	
3,537	Balance at end of previous reporting period	4,385
4,385	Transfer to reserve from accumulated surplus	0
-3,537	Transfer from reserve to accumulated surplus	-4,385
4,385	<b>BALANCE AT END OF PERIOD</b>	0
	<b>CITY CENTRE IMPROVEMENT</b>	
688	Balance at end of previous reporting period	688
0	Transfer to reserve from accumulated surplus	0
0	Transfer from reserve to accumulated surplus	0
688	<b>BALANCE AT END OF PERIOD</b>	688
	<b>MAJOR CAPITAL WORKS</b>	
482	Balance at end of previous reporting period	482
0	Transfer to reserve from accumulated surplus	0
0	Transfer from reserve to accumulated surplus	0
482	<b>BALANCE AT END OF PERIOD</b>	482
	<b>RESERVE FUNDS TOTAL</b>	
0	Balance at end of previous reporting period	0
0	Transfer to reserve from accumulated surplus	0
0	Transfer from reserve to accumulated surplus	0
0	<b>BALANCE AT END OF PERIOD</b>	0
	<b>MOUNT GAMBIER CEMETERY TRUST</b>	
466	Balance at end of previous reporting period	478
12	Transfer to reserve from accumulated surplus	0
0	Transfer from reserve to accumulated surplus	0
478	<b>BALANCE AT END OF PERIOD</b>	478
	<b>JUNIOR SPORTING FUND</b>	
44	Balance at end of previous reporting period	51
7	Transfer to reserve from accumulated surplus	0
0	Transfer from reserve to accumulated surplus	0
51	<b>BALANCE AT END OF PERIOD</b>	51
188,222	<b>TOTAL EQUITY AT END OF REPORTING PERIOD</b>	188,269



**CITY OF MOUNT GAMBIER  
BUDGET 2014/15**

**Uniform Presentation of Finances**

<b>ACTUAL 2013/14 \$ '000</b>		<b>BR1 2014/15 \$ '000</b>
22,740	Operating Revenues	23,322
<u>-23,408</u>	<i>less Operating Expenses</i>	<u>-23,275</u>
-668	<b>Operating Surplus / (Deficit) before Capital Amounts</b>	47
	<b><i>Less Net Outlays in Existing Assets</i></b>	
6,574	Capital Expenditure on renewal and replacement of Existing Assets	3,082
<u>-5,907</u>	<i>less Depreciation, Amortisation and Impairment</i>	<u>-6,095</u>
-276	<i>less Proceeds from Sale of Replaced Assets</i>	<u>-184</u>
391		-3,197
	<b><i>Less Net Outlays on New and Upgraded Assets</i></b>	
3,969	Capital Expenditure on New and Upgraded Assets	9,065
<u>-3,064</u>	<i>less Amounts received specifically for New and Upgraded Assets</i>	0
0	<i>less Proceeds from Sale of Surplus Assets</i>	<u>0</u>
905		9,065
-1,964	<b>Net Lending / (Borrowing) for Financial Year</b>	-5,821

**CITY OF MOUNT GAMBIER  
BUDGET 2014/15**

<b>ACTUAL</b>	<b>FINANCIAL INDICATORS</b>	<b>BR1</b>
<b>2013/14</b>		<b>2014/15</b>

These Financial Indicators have been calculated in accordance with *Information Paper 9 - Local Government Financial Indicators* prepared as part of the LGA Financial Sustainability Program for the Local Government Association of South Australia. Detailed methods of calculation are set out in the SA Model Statements.

<b>-668</b>	<b>Operating Surplus (\$'000)</b>	<b>47</b>
	<i>Being the operating surplus (deficit) before capital amounts .</i>	

<b>(4%)</b>	<b>Operating Surplus Ratio</b>	<b>0%</b>
	<u>Operating Surplus</u> Rates - general & other less NRM levy	
	<i>This ratio expresses the operating surplus as a percentage of general and other rates, net of NRM levy.</i>	

6,959	<b>Net Financial Liabilities (\$'000)</b>	12,780
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*Net Financial Liabilities are defined as total liabilities less financial assets (excluding equity accounted investments in Council businesses).*

31%	<b>Net Financial Liabilities Ratio</b>	56%
	<u>Net Financial Liabilities</u> Total Operating Revenue less NRM levy	

1%	<b>Interest Cover Ratio</b>	2%
	<u>Net Interest Expense</u> Total Operating Revenue less NRM levy less Investment Income	

**Asset Sustainability Ratio**

107%	<b>Net Asset Renewals</b>	48%
	<u>Net Asset Renewals</u> Depreciation Expense	

*Net asset renewals expenditure is defined as net capital expenditure on the renewal and replacement of existing assets, and excludes new capital expenditure on the acquisition of additional assets.*

65%	<b>Asset Consumption Ratio</b>	86%
	<u>Carrying value of depreciable assets</u> Gross value of depreciable assets	

*Total carrying value of depreciable assets divided by total reported value of depreciable assets before accumulated depreciation.*

## CORPORATE AND COMMUNITY SERVICES REPORT NO. 69/2014

**SUBJECT: STRATEGIC PLAN/CORPORATE PLAN, ACHIEVEMENT OF KEY PERFORMANCE INDICATORS QUARTERLY REPORT SEPTEMBER 2014**

**REF: AF11/1790**

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

### **BACKGROUND**

Section 122 of the Local Government Act, 1999 requires Council to have a Strategic Management Plan. Council's current Strategic Plan "Beyond 2015" was formally adopted by Council at its meeting in October, 2011.

After the adoption of the Strategic Plan – Beyond 2015, work commenced on the development of a 'Corporate Plan'. The Corporate Plan is the key document to incorporate the aspirations of the Strategic Plan – Beyond 2015 into the day to day operational work undertaken by all Council staff. The Corporate Plan also provides an important link to the development of business plans for individual work areas, the performance review of staff and setting, monitoring and adjustment of the annual budget.

The Corporate Plan was adopted by Council in August 2012.

### **INTRODUCTION**

The Corporate Plan contains a significant number of Key Performance Indicators to be achieved by Council staff.

Council uses the software program "Performance Manager" as a tool to report on the achievement of Key Performance Indicator's as identified within the Corporate Plan.

### **DISCUSSION**

The Strategic Plan – Beyond 2015 and the Corporate Plan 2012 are Corporate Planning Documents that outline the strategic direction and performance targets of Council over a period of time.

Together these documents provide a high level overview of Council as an organisation and include:

- Vision and Mission statement
- Objectives
- Core business
- Strategic direction and
- KPI's

Performance Manager is a strategic planning, organisational performance management and reporting tool specifically designed for Local Government. The seven goals and Strategic Objectives identified for each goal from the Strategic Plan and all of the Key Performance Indicators identified within the Corporate Plan have been entered into Performance Manager.

Corporate and Community Services Report No. 69/2014 cont'd...

As a reporting tool, Performance Manager now provides an opportunity to provide quarterly reports outlining the achievement of the KPI's.

**CONCLUSION**

This report provides the September 2014 quarterly report for Council's information.

**RECOMMENDATION**

- (a) Corporate and Community Services Report No. 69/2014 and the September 2014 Quarterly Summary KPI report be received and endorsed by Council.



Tracy TZIOUTZIOUKLARIS  
**MANAGER STRATEGIC PROJECTS**

sighted:



Mark McSHANE  
**CHIEF EXECUTIVE OFFICER**



27<sup>th</sup> November, 2014  
TT/FM



# Quarterly Summary Kpi Report Corporate Plan

For the month ending 30/09/2014

<b>Status Key</b>	—	None		Good		Ok		Bad
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Description	Result			Comment
	Target	Actual	Status	
<b>Corporate Plan</b>				
<b>1 Building Communities</b>				
<p><b>1.01 Strive for an increase in services and facilities to ensure the community has equitable access and that the identified needs of the community are met.</b></p> <p><b>1.1.1 Build on the connections of the role and responsibilities of the Community Health Officer, Environmental Health Officer and Environmental Sustainability Officer.</b></p> <p>At least four (4) meetings of the three (3) officers and one (1) project nominated and achieved in each year.</p> <p><b>1.1.10 Ensure a wide range of library programs are offered and continue to be developed to address the changing needs of the community.</b></p> <p>Identify participation rates for each program.</p>	1	1		Meetings of all officers scheduled around the Public Edible Plants EOI.
	1	1		Participation rates for Library Programs - for financial year 2013/2014  Children's Programs 281 sessions held 10,040 participants average of 35.7 attendees per session  Author Events 13 events held 976 people attended average of 75 people per event  School Visits 86 visits 3,600 children attended average of 42 attendees per visit  Other programs (including adult learning programs, workshops etc) 51 programs held 2,315 people attended average of 45 attendees per program  IT programs 133 lessons held 552 people attended average of 4 people per session (many IT programs are now one on one)



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Undertake an annual review of the number of programs offered and type to assist in the scheduling of future programs.	1	1	●	Review of programs underway, there is a focus on our IT related learning programs and changes to be made in these to meet changing community needs.
<b>1.1.2 Continue to development and provide events support, management and assistance</b>				
All permits for Special Events are issued and inspected to ensure compliance with Council's Policy for Special Events.	1	1	●	
Council events are appropriately managed and supported as identified within the budget and Long Term Financial plan and accounted for at all times.	1	1	●	
Develop a yearly program of all events supported, managed and assisted by Council by 2012/2013	1	1	●	This has been developed and will be presented to the new Council in due course
Develop, promote, implement a diverse program of activities in the Garden Square and review annually.	1	1	●	Nil budget allocation
<b>1.1.3 Continue to provide high level customer services to all members of the community and visitors.</b>				
Maintain or improve the annual performance results of the Local Government Association Comparative Performance Measurement Survey.	1	1	●	Not undertaken this year by the Local Government Association this year.
<b>1.1.4 Promote online booking systems for bus ticketing for better delivery of services.</b>				
Identify the usage rate of the online booking system.	1	1	●	Booking systems monitored
Maintain and promote the online booking system for bus ticketing.	1	1	●	Bus ticketing system maintained and promoted
Review the usage rate of the on line booking system annually.	1	1	●	Usage reviewed
<b>1.1.5 Ensure the efficient implementation of the Dog and Cat Management Act through the enhancement, implementation and review of the Dog and Cat Management Plan 2013-2018.</b>				
Prepare an annual community education plan and program to promote the Dog and Cat Management Plan.	1	1	●	A monthly article in the Border Watch called (tips from the general inspectors) which started in July will educate the public on the contents of the dog and cat management plan as well as radio and other media releases
Conduct an annual public awareness campaign to raise awareness of the requirement to register dogs annually.	1	1	●	Media releases and radio interviews were conducted to make the public aware of the importance of getting your dog registered by the due date
Review City of Mount Gambier Dog and Cat Management Plan in 2013.	1	1	●	Dog and cat management plan 2013/2018 has been approved by council and Dog and Cat management board
<b>1.1.6 Continue to provide an efficient and high performance kerbside household waste and recycling Service.</b>				
Council's waste management system continues to reflect community, legislative requirements	1	1	●	Council's Waste Management Policies and Procedures comply with legislative



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and Council's decisions.				requirements and are being adhered to reflect community expectations.
Ensure the Waste Transfer Station accounts are maintained and all accounts are kept current and authenticated in daily operating systems and appropriately recorded.	1	1	●	All Waste Transfer Centre accounts are true and correct.
Waste Services are delivered to customer satisfaction through maintaining the annual performance results of the Local Government Association Comparative Performance Measurement Survey.	1	0	●	The LGA Comparative Performance Measurement Survey was not undertaken by the LGA for this year.
<b>1.1.7 Provide timely and effective burial and cremation services in accordance with relevant acts (Carinya Gardens and Lake Terrace Cemetery).</b>				
All bookings for burial or cremation are undertaken efficiently and coordinated at all times.	1	1	●	All bookings processed and confirmed as soon as they are received. Coordination of bookings undertaken to ensure appropriate time is allowed for each service.
Maintain accurate and detailed record keeping in accordance with relevant legislation.	1	1	●	All log book entries are signed off daily, pre-operational checks completed and trimmed and fuel sheets completed accurately.
Provide secretariat services and advice to the Mount Gambier Cemetery Trust as required.	1	1	●	Next Trust meeting to be held in November.
Relevant Cemetery/Burial/Cremation Acts and Regulations are complied with 100% at all times.	1	1	●	Compliant with relevant Acts and Regulations.
The Carinya Gardens Cemetery Master Plan implemented and adhered to at all times.	1	1	●	Master Plan adhered to, and referred to when undertaking works at the cemetery.
<b>1.1.8 Ensure all public toilet facilities and amenities are maintained and kept clean</b>				
Customer requests are dealt with within 24 hours of receipt of any request.	1	1	●	All Customer Requests are dealt with expediently.
Public toilets and amenities are audited and inspected quarterly by the Environmental Health Officer and any issues identified are appropriately addressed.	1	1	●	Public Toilets were recently inspected 07/10/2014 and comply to a very high standard.
Public toilets and amenities are cleaned as per the Public toilets and amenities schedule.	1	1	●	Public Toilets are cleaned on a daily basis.
<b>1.1.9 Continue to develop and deliver the library as a vibrant hub and destination, providing high quality library services and collections.</b>				
Conduct a biannual (twice yearly) survey of customers to determine customer satisfaction.	1	1	●	Survey conducted May/June 2014. Results are attached.
Use annual statistics to identify and review usage rates of all library programs and amend accordingly.	1	1	●	Annual statistics report completed - snapshot given for Annual Report. Figures sent to all collection specialists to provide information on loan trends.
<b>1.02 Encourage the empowerment of the community to lead and self manage their respective desires and aspirations.</b>				
<b>1.2.1 Maintain the value of existing annual funding programs, including existing funding for events and festivals, including the main corner library programs.</b>				



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'In kind' (non-financial) support is initiated and budgeted against each event as identified within the annual events program is managed and reviewed.	1	1	●	
Develop a standard grant application and assessment process.	1	1	●	First stage of implementing new process has been undertaken. Groups & Events receiving regular financial and inkind support have been advised.
<b>1.2.2 Encourage the Community to self manage events and identify opportunities for new events</b>				
Develop a marketing plan to promote Council facilities to community members and groups as a place to stage their community events and activities in 2012/2013.	1	1	●	
Develop an Event Management Kit, including event funding application forms, to assist and support the community to identify opportunities and self manage events by 2012/2013 and review annually.	1	1	●	Complete and reviewed annually
<b>1.03 Encourage the development of community facilities and infrastructure, community events, and active and safe community spaces through direct support, seeking funding, facilitation etc.</b>				
<b>1.3.1 Encourage community ownership of events and decrease reliance on Council to manage and provide community events.</b>				
Promote the Event Management Kit by sending to all clubs and community organisations to assist and support the community.	1	1	●	Ongoing improvement of Event Management Kit has identified for a section on "How to prepare a sponsorship proposal" for community organisations to approach potential sponsors.  A review of forms through Records Management has been identified to have all forms consistent in Community Services & Development Division. Therefore a hold on existing forms in the Kit has ceased until confirmation/feedback received from Records Management together with sub committee.
Provide support to community based organisations in the preparation of Funding Applications for the management and holding of community events when requested.	1	1	●	Ongoing support to the community events with funding sponsorship:  NAIDOC \$1000 100 Mile Classic Bike Race \$7,000 and in kind support Rotary Clubs Engineering and Science Challenge \$1000 Be Active Happy Kidz program/concert \$1000 Emergency 000 Ball \$500 Destiny Rescue - in kind support Rotary Clubs Career Expo \$1500 Tour of the Great South Coast Bike Road Race \$20,000 and in kind support Horse Trials \$500 Sci World \$2500 and in kind support and venue Limestone Coast Showcase \$3000





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				Schools P/Ship Dinner \$600 Lifeline Out of the Shadows \$500 Senior Bowls Carnival and Film \$2500 Light the Night Leukemia Foundation in kind support
<b>1.3.2 Provide access to reserves and facilities for community use, including sporting groups, special occasions (i.e. weddings)</b>				
The booking system to use reserves and facilities is maintained at all times.	1	1	●	Bookings are entered into diary and Community Events Outlook calendar as approved.
<b>1.3.3 Develop and manage sustainable infrastructure including roads, footpaths and drains.</b>				
All Pedestrian ramps installed to meet Disability Discrimination Act requirements with an annual budget and program, which includes community needs, to be prepared by 2013/2014.	1	0	●	Pedestrian Ramp Programme has not yet commenced.
Cycling paths continue to be developed in accordance with the Bike Plan up to the annual limit of Council's budget and grants.	1	0	●	No action for this reporting period.
Existing footpaths are maintained on an ongoing basis and in response to customer requests and within the standard response time.	1	1	●	Maintenance Crew maintain existing footpath infrastructure at all times and responds to customer requests within required time frame.
New drains are constructed in accordance with budget allocation.	1	1	●	New Drains are constructed in accordance with Budget Allocation and meet Council's design specifications.
New footpaths are constructed annually in accordance with the five year plan.	1	1	●	All new footpaths are constructed annually in accordance with Council's five year plan. The first footpath for 2014 - Kennedy Avenue is 80% complete to date.
Roads are maintained and constructed annually in accordance with the long term infrastructure plan.	1	1	●	All roads are constructed in accordance with the Annual Works Schedule.
Roads are repaired and patched as required and 95% of the scheduled reseal programme undertaken annually.	1	1	●	Roads are repaired on a daily basis as identified. The reseal programme has not yet commenced for this financial year.
Stormwater drains are maintained and repaired as required.	1	1	●	Storm Water Maintenance Crew maintain and repair all drainage infrastructure when required.
<b>1.3.4 Provide a road and street network that promotes safe movement of all traffic.</b>				
Line marking of all roads is undertaken in accordance with legislative requirements..	1	1	●	The Linemarking Crew strictly adhere to the DPTI Pavement Marking Manual as per legislative requirements.
Regularly monitor parking areas monthly, including school zones, for compliance with parking restrictions.	1	1	●	parking inspectors are monitoring all parking areas including school zones with great success and rotate different areas on a weekly basis.
Regulatory signs are inspected annually.	1	1	●	All regulatory signs are inspected annually and any defects are reported immediately for action.
Street Signs and Interpretive signs are maintained and installed in accordance with	1	1	●	All street signs and interpretive signs are maintained and installed within legislative



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legislative requirements.				requirements.
<b>1.04 The identified needs of the community are met, through implementing Long Term Asset Management Plans and Infrastructure Plans.</b>				
<b>1.4.1 The long term financial plan be further reviewed and updated to identify and recognise the anticipated spend on identified capital works.</b>				
Respond and address customer requests in relation to footpaths, street trees and roads in a professional and timely manner.	1	1	●	Customer Requests in relation to footpaths, street trees and roads are addressed appropriately.
Undertake annual audits on the City Centre footpaths to appropriately address risk management issues.	1	1	●	Footpath Audits Completed in February 2014 with defects being implemented into Authority. No further action required until the next financial year as this is an annual program.
<b>1.4.2 Increase the design and operational capacity of the Engineering Division (for a period of three (3) years) to manage major capital projects.</b>				
All major capital projects are planned and managed in a timely and efficient manner at all times as scheduled by Council through the implementation of the Long Term Financial Plan.	1	1	●	City Centre paving project 90% complete and scheduled for completion by end of October  Commerce Place carpark 35% complete and scheduled for completion by end of December
<b>1.05 Recognise and support our volunteers, community organisations and their sustainability as they continue to be the foundation of the community.</b>				
<b>1.5.1 Encourage community members to volunteer in community life and contribute to the social and cultural fabric of Mount Gambier.</b>				
Develop a volunteer register to support Council and community based events by 2013/2014 and review annually.	1	1	●	Due to current divisional resource constraints, expanding this project will become a Business Unit Plan objective in 2015
Identify, schedule and hold at least two events throughout the year to recognise volunteers.	1	1	●	
<b>1.5.2 Develop a community profile identifying the diverse groups/communities within the City of Mount Gambier.</b>				
Undertake a desktop review of the 2011 Census data to identify the community profile of the City of Mount Gambier by 2013/2014.	1	1	●	The Census data was reviewed as part of the development of the Futures Paper as part of the City Development Framework project.
<b>1.5.3 Where possible, reasonable, practical and efficient, identify projects that may be carried out partly or wholly by community groups.</b>				
Selected small scale construction projects to be carried out partly or wholly by community groups are identified annually.	1	1	●	Ongoing - current projects are Railway Lands redevelopment (planting, fences, heritage items etc).  Forestry group will be providing assistance with Nature Play spaces (timber log supply) and possible indigenous group involvement with various projects at the Railway Lands.  Rotary Market group discussions continue with a proposal expected from them in early



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				October.
				Will continue to look at options at the Old Hospital site.
<b>1.06 Develop an improved means of communication and engagement between Council and the community (including vulnerable communities) in the building of community capacity.</b>				
<b>1.6.1 Establish and promote a Corporate image through effective marketing and engage with the community through effective communication and media management.</b>				
Develop an on-line community notice board by 2013.	1	1	●	
Develop and implement a Corporate Community Engagement Framework by 2013.	1	1	●	
Develop and implement a Strategic Communication Plan by 2013.	1	1	●	Strategic Communications/Marketing/Branding to be done concurrently
Develop and implement a Strategic Marketing Plan by 2014.	1	1	●	
Maintain consistency with branding and corporate messages with standardisation of corporate image by 2012/2013.	1	1	●	Draft Corporate procedures being reviewed.
Review and improve media management policies and procedures by June 2013.	1	1	●	Completed, ongoing review
Review Council's website annually.	1	1	●	Website currently being transitioned to new provider.
<b>1.07 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.</b>				
<b>1.7.1 Facilitate access to Council services and resources.</b>				
Continue to provide support to community based organisations through funding, facilitation and 'in kind' support as identified within the yearly program of events and the annual budget process.	1	1	●	Review of current funding recipients underway in preparation for 2014/15 Budget preparations
Council advocates, partners on a range of social, recreational and cultural programs as required.	1	1	●	This is ongoing through a number of programs, events and funding support.
Services and facilities to remain accessible to Community Groups as required.	1	1	●	all services within CSD are well maintained and accessible to the community.
<b>1.08 Recognition of our different cultural communities. Building respectful partnerships with those communities and acknowledging the traditional custodians of this area.</b>				
<b>1.8.1 Provide interpretation and education opportunities through appropriate displays.</b>				
Continue to foster the relationship between Aboriginal and Torres Strait Islander communities through consultation and involvement with the Community Engagement	1	1	●	This is ongoing through the duties of the Community Development Officer role



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and Social Inclusion Working Party.				
Review and update existing displays within the Tourist Information Centre and the Main Corner which provide interpretation of communities, customs and heritage annually.	1	1	●	Online booking system enabled.
<b>1.09 Recognition of our idigenous communities as traditional custodians of the land. Build respectful partnerships with our idigenous persons.</b>				
<b>1.9.1 Acknowledgment and recognition of Aboriginals and Torres Strait Islanders as traditional land owners.</b>				
Boandik people are recognised on all Council agendas as per Council's policy.	1	1	●	Boandik people are recognised on all Committee and Council Agendas.
Seek to work with Aboriginal and Torres Strait Island Communities and organisations in Mount Gambier and surrounds during 2013 to cooperatively identify and develop plans for possible projects.	1	1	●	Aboriginal & Torres Strait Islander flags on permanent display in the Council Chamber. Commitment to Aboriginal & Torres Strait Islander communities and the development of a Reconciliation Action Plan
<b>1.10 Recognise the roles, needs and contributions of minority or diadvantaged groups in our community.</b>				
<b>1.10.1 Identify minority and disadvantaged groups in our community by a review of Census data.</b>				
Include appropriate engagement strategies within the Community Engagement Framework by 2013/2014.	1	1	●	
<b>1.10.2 Continue to service the needs of the socially disadvantaged and/or impaired people within the community.</b>				
Support community organisations via grant funding that provide a service to minority or disadvantaged groups to develop programs to aid their contribution to the community.	1	1	●	
<b>2 Securing Economic Prosperity</b>				
<b>2.1 Foster the expansion of commerce and industry in a sustainable manner, considering industry, employment and climate change impacts, and enhance our positioning as the major centre for the region.</b>				
<b>2.1.1 Initiate an independent land use analysis on Mount Gambier and the District Council of Grant regarding the 'Highest Use' of land in the region.</b>				
Land uses analysis completed by 2015.	1	1	●	This was completed as part of the Urban Adjustment Development Plan Amendment
<b>2.1.2 Actively support and participate in regional marketing to grow visitation to our city through the promotion of Mount Gambier.</b>				
Develop and implement a cooperative tourism Marketing Plan for the City of Mount Gambier by 2014/2015 that aligns with regional and state plans.	1	1	●	Marketing plan up to date



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Identify areas to develop to encourage visitors to stay more than one night within the City of Mount Gambier and immediate area by 2014/2015.	1	1	●	All visitors encouraged to stay and provided with information to enable them to stay more than one night
The Visitor Information Centre's tourism accreditation is maintained.	1	1	●	Tourism Accreditation maintained.
Work collaboratively with the Limestone Coast RDA, SELGA and SA Tourism Commission	1	1	●	Meet with representatives of these organisations, on a regular basis.
<b>2.2 Support the development of our local economy, our unique local experiences and our capacity to grow visitation to our city.</b>				
<b>2.2.1 Partner and engage with other core tourism agencies and providers to develop and promote tourism opportunities.</b>				
Internal audit of information services to conduct and develop an interpretation strategy of key local features by 2014/2015.	1	1	●	Internal audit conducted
<b>2.2.2 Investigate opportunities to review the future potential of the Visitor Information Centre, including funding opportunities</b>				
Actively promote the commission based on-line accommodation booking system to offset costs associated with the securing of major events for Mount Gambier by 2014/2015.	1	1	●	Booking system working
Develop and plan for the future use of the Discovery Centre of The Lady Nelson, including the review of interpretive displays in 2013/2015.	1	1	●	Constantly reviewing and updating.
<b>2.2.3 Continue to develop ideas for City Centre vibrancy through positive interactions with the Chamber of Commerce and retailers.</b>				
Schedule three meetings per annum between Council and the Mount Gambier Chamber of Commerce.	1	1	●	Achieved and ongoing
<b>2.2.4 Support and further develop major event opportunities.</b>				
Identify community groups not currently gaining access to the events support available by 2014/2015.	1	1	●	Work has not yet been commenced.
Investigate the potential for events and/or festivals during traditional 'off peak' months of July through to September by 2014/2015.	1	1	●	An extensive and full calendar of events has been developed..
Maintain our commitment to Sports Marketing Australia.	1	1	●	
<b>2.3 Provide infrastructure and facilities that contribute to Mount Gambier being able to enhance its economic base and quality of life.</b>				
<b>2.3.2 Ensure all Council owned buildings and properties are maintained fit for purpose as defined in the Long Term Asset Management Plan.</b>				
Assess all Council owned buildings annually to ensure compliance with building fire safety requirements and records updated accordingly.	1	1	●	Buildings assessed for fire safety in conjunction with Council's asset management inspections. Fire safety services are maintained by contractor and records are updated accordingly.



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Review Asbestos Registers for all Council buildings and properties once every five years in accordance with regulations.	1	1	●	Asbestos registers for Council buildings updated as required and also in accordance with regulations. Registers not required to be reviewed until 2018.
Review Essential Safety Provision Registers annually and ensure all required follow ups are actioned and recorded.	1	1	●	Registers being maintained and developed.
<b>2.3.3 Ensure all activities associated with the works depot are undertaken efficiently and effectively.</b>				
All 'field' functions and activities to be undertaken in accordance with Council Policies, procedures and all relevant legislation.	1	1	●	All works and field functions are in accordance with councils Policies Procedures And Comply with Relevant Legislation Thus far.
Plan and supervise all works to ensure all tasks are undertaken, completed in the appropriate financial year.	1	1	●	All works are running on Schedule for this Quarter.
<b>2.5 Develop and implement a dynamic planning process to meet emerging economic, social and environmental conditions</b>				
<b>2.5.1 Develop appropriate mechanisms to identify emerging economic, social and environmental conditions.</b>				
Ensure all new areas identified for future development can be appropriately serviced by utility services and infrastructure when required on an ongoing basis.	1	1	●	The was undertaken and completed as part of the Urban Boundary Adjustment Development Plan Amendment.
The City Development Framework is established including Futures Papers that provide a direction for the City in the long term and incorporates economic, social and sustainability issues	1	1	●	Time frames achieved
Undertake a review of all utility services and infrastructure as part of the Urban Boundary Adjustment DPA by June 2013.	1	1	●	This was completed as part of the Urban Boundary Adjustment Development Plan Amendment which was authorised by the Minister for Planning on 28th August, 2014.
<b>2.6 Seek continuous improvement in long term master land use planning to guide sustainable development and activities.</b>				
<b>2.6.1 Review the Development Plan.</b>				
Development Plan Amendments undertaken as required in a timely and efficient manner.	1	1	●	The Urban Boundary Adjustment Development Plan Amendment was Authorised by the Minister for Planning and incorporated into the Development on 28th August, 2014.  The Local Heritage and Lakes Zone Development Plan Amendment has been authorised for Public consultation which will commence in February 2015.
Partner with universities, GTE, Chamber of Commerce, TAFE and other stakeholders to develop strategies to meet future labour supply and skills.	1	1	●	Not commenced. Closer partnering with UniSA and their expansion (building and potential courses) during 2015 and 2016 with the new facility opening March 2016. This (and related) issue highlighted in the Futures Papers and needs to be c component of the Strategic Plan.



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Section 30 Reviews completed as required by the Development Act, 1993.	1	1	●	No currently required to be undertaken by Council.
<b>2.6.2 Undertake visionary Master Planning for key Council owned land and buildings to identify future desired projects and asset disposal</b>				
Develop a Schedule of future desired projects of key Council owned land and buildings by 2014/2015.	1	1	●	Draft Structure for schedule developed but yet to be implemented. Target late 2014 for completion.
Implementation of the Schedule of significant key Council properties including the Railway Land and the former Mount Gambier Hospital.	1	1	●	Railway Lands project is well advanced with Wetland Construction completed. Works are 50% complete for irrigation, soil refurbishment and laying of turf. Shed refurbishment and tree planting are complete. Electrical services/alterations have commenced, bridges are complete and await installation and balustrading/stairs/ramps construction are well advanced.  Arts SA funded artistic balustrade project has been completed with artist Laura Wills selected to carry out the design development and fabrication phase.  Former Hospital has been demolished successfully and Laundry building retained for future use. Trees have been planted to the grounds. Permanent bracing works have been completed on the Laundry along with concrete repairs to spalled areas. Roof refurbishment has also been completed. External texture coating, plumbing and electrical services to be completed in October/November.
<b>2.7 Constantly monitor the need for more revenue to meet demands caused by ageing infrastructure, increased local responsibilities and demands.</b>				
<b>2.7.1 Council operations are conducted in a financially sustainable manner with appropriate key performance indicators to measure performance.</b>				
Annual Review of Council's Long Term Financial Plan (LTFP) including revenue and expenditure projections.	1	1	●	LTFP will be updated once new Council is appointed. Will be completed during March 2015 quarter.
Review Council's Asset and Infrastructure Management Plan annually.	1	0	●	In progress 25% complete
<b>2.7.2 Maintain the existing benchmarking projects.</b>				
Annual participation in the Local Government Association (LGA) benchmarking survey.	1	1	●	The LGA coordinated comparative performance survey is being reviewed by the LGA and at this time it is not certain that it will continue. The results of this survey are embedded into many KPIs and there will need to be reviewed. The cost for Council to conduct its own large survey is significant.
<b>2.7.3 Seek external funding from Federal and State Governments on an on going basis.</b>				



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Grant programs are monitored	1	1	●	Grant Programs monitored during reporting period
<b>3 Diversity</b>				
<b>3.1 Understand our community profile</b>				
<b>3.1.1 Gather and summarise information and statistics including census data (2011) to assist understanding and decision making regarding our community.</b>				
2011 Census summary document prepared by June 2013.	1	1	●	Completed and on Council's website.
Maintain the data base which forms part of the community directory and review twice a year.	1	1	●	
<b>3.2 Engage with Federal and State Government and other agencies to provide resources to meet the needs of diverser groups in our community</b>				
<b>3.2.2 Advocacy and partnership with stakeholder groups to assist with service delivery programs.</b>				
Maintain and strengthen Council's involvement with the Tertiary Education sector and support its expansion.	1	1	●	This is done at CEO/Mayor and Director level
Maintain regular meetings of the Community Engagement and Social Inclusion Sub Committee.	1	1	●	This is subject to the review of the decision making structure of Council.
<b>3.3 Celebrate the positive contributions of all members of our communities, to our collective social, economic, cultural, health and overall wellbeing</b>				
<b>3.3.1 Facilitate a range of community cultural programs and events.</b>				
All existing community events are held as per an annual schedule of events.	1	1	●	Up dated calendar of events provided to all potential enquiries for new major events to Mount Gambier to avoid "clashing" of events. A show of all annual events on an ongoing basis to help schedule new events to Mount Gambier.  A calendar of major events are forwarded to SAPOL to advice staffing of traffic officers used for road closures or policing traffic.  A schedule of events is supplied to South Australia Tourism Commission with Mount Gambier's major events to place in their Limestone Coast Guide.  Large Major Events are scheduled onto SATC website. Events South Australia visited Mount Gambier investigating the Tourism Ministers, Leon Bignell's suggestion of holding a section of the Tour Down Under in Mount Gambier.
Support community groups and agencies to celebrate national/international days of significance.	1	1	●	





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<p><b>3.4 Recognise and respond to our collective responsibilities and to provide ease of access to physical facilities and spaces (public or privately owned).</b></p>				
<p><b>3.4.1 Undertake an assessment of all Council buildings to assess, record any issues identified.</b></p>				
<p>A schedule of all works to be carried out is developed by December 2013 and implementation commenced.</p>	1	1	●	Schedule of works developed and being implemented on Council buildings
<p>Inspections undertaken on all Council owned buildings and completed by 2014.</p>	1	1	●	Inspections undertaken and completed.
<p><b>3.5 Consider the needs of all community groups in developing projects, services and infrastructure (privately or publicly owned).</b></p>				
<p><b>3.5.1 Develop open spaces and recreation facilities that support active communities, healthy environments and maintain a high level of amenity.</b></p>				
<p>All reserves and playgrounds are maintained in accordance with Council's maintenance policies.</p>	1	1	●	All reserves and playgrounds are maintained on a regular basis according to Council Policy.
<p>Community spaces audited for accessibility and design in accordance with Good Urban Design Principles by 2015..</p>	1	0	●	Audit in progress but not completed
<p><b>3.5.2 Advocate for means of safe crossing of Major Arterial roads</b></p>				
<p>Actively liaise with the Department of Planning, Transport and Infrastructure (DPTI) to determine clearly what DPTI can and will do in relation to this matter.</p>	1	1	●	This has been completed in previous months. Performance Indicator is no longer valid for reporting purposes and needs to be removed
<p><b>3.6 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).</b></p>				
<p><b>3.6.1 Advocate for the development of a special needs program for marginalised and vulnerable groups.</b></p>				
<p>A Safe mobility program is developed, delivered and maintained by 2014.</p>	1	1	●	Council of the Aged (COTA) have been engaged and will present the DPTI Moving Right Along program during the Mount Gambier Seniors Festival on 17/10/2014.
<p>Provide support for the delivery of programs for special health groups for marginalised and vulnerable groups when requested.</p>	1	1	●	The Independent Living Centre will visit Mount Gambier's Public Library on 29/10/2014 with their mobile unit outreach service. Research being conducted into vulnerable populations for the Regional Public Health Plan. Requests are assessed when received.
<p><b>3.6.2 Continue to promote a Child/Vulnerable People Safe Environment.</b></p>				
<p>All Elected Members, Employees and volunteers identified as working with children/vulnerable people undertake appropriate training as per legislative requirements</p>	1	1	●	This is currently being reviewed and actioned



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For the month ending 30/09/2014

<p><b>3.7 Develop the capacity of Council to effectively communicate and engage with our communities, other agencies and service providers.</b></p>				
<p><b>3.7.1 Network with age care and disability service providers to identify needs within the community.</b></p>				
<p>Community Engagement and Social Inclusions sub committee.</p>	1	1	●	The future of the Community Engagement & Social Inclusion sub committee will be determined by the new Council
<p><b>3.7.2 Work with kindergartens and primary schools to improve health and wellbeing through active lifestyles.</b></p>				
<p>Identify safe walking/cycle path networks around schools through community education by 2013.</p>	1	1	●	This is included as work undertaken within Environmental Sustainability.
<p><b>3.7.3 Develop and implement effective and efficient communication and community engagement tools to integrate with Council's daily operations.</b></p>				
<p>Establish online engagement tool by 2012/2013.</p>	1	1	●	
<p><b>4 Environment</b></p>				
<p><b>4.1 Systematically build Council as an environmentally sustainable organisation.</b></p>				
<p><b>4.1.1 Identify the Carbon footprint of Council and understand the carbon trading scheme and the legislative requirements for climate change adaptation.</b></p>				
<p>Annually assess if Council is required to comply with any carbon and/or climate change legislation.</p>	1	1	●	Assessment has been undertaken.
<p>Establish a system to annually measure and report on Council's carbon emissions by 2014.</p>	1	1	●	System has been established.
<p><b>4.1.2 Incorporate and promote ecological Sustainable Development (ESD) principles in Council's plans, projects and developments.</b></p>				
<p>Assess all eligible initiatives and projects using the CHAT tool.</p>	1	1	●	Same as previous.
<p><b>4.1.3 Educate the community to minimise waste and improve recycling levels.</b></p>				
<p>&gt;5%reducton in waste generation per capita by 2015 (in line with South Australia's Waste Strategy 2011-2015).</p>	1	1	●	Council is not on track to meet this aspirational target. Volume of waste to landfill from residents has been fairly steady for the past eight years, it is not currently trending downwards.
<p><b>4.1.4 Coordinate and support the Environmental Sustainability Sub Committee (ESSC).</b></p>				
<p>ESSC meetings held regularly.</p>	1	1	●	Meetings held as required.
<p>The coordination and implementation of all action arising from meetings undertaken.</p>	1	1	●	All tasks have been completed, or are in the process of being completed.
<p><b>4.2 Partner wth the community to conserve and</b></p>				



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<p><b>reduce the quantity of water use and improve the quality of water entering our groundwater and lakes system.</b></p> <p><b>4.2.1 Develop a model that can be easily used to understand the environmental impact of any decision relating to supply, Council Services and Operations</b></p> <p>Annually provide water related information to the community in 3 different formats (e.g. talks, online and media).</p>	1	1	●	Information provided via Council's website, and also talks in schools and to community groups.
<p><b>4.3 Plan and implement infrastructure to protect and enhance the natural and built environment, including in response to climate change influences.</b></p> <p><b>4.3.1 Ensure that development in areas of high natural and/or built heritage value complement and are sympathetic to the environment in which it is situated</b></p> <p>Ensure compliance with the requirements as specified within the Development Plan at all times.</p> <p>Identify and plan for energy use requirements for Council buildings using the Building Code as a minimum requirement (try to achieve best practice).</p>	1	1	●	Compliance checks and inspections are regularly occurring.
	1	1	●	New buildings designed with energy efficiency in mind.
				Existing buildings could be assessed by Environmental Sustainability Officer as he has a similar project resulting from resolution adopted at the 18/3/2014 Council meeting:
				Commencing in the 2014-2015 financial year, Council endeavour to establish an annual budget item of \$50,000 for energy efficiency and renewable energy measures. These funds should be used for actions focused on delivering the greatest financial savings, in the shortest time period. Energy efficiency measures should be considered first.
<p><b>4.3.2 Develop and deliver a tree planting and management program to improve the quality and quantity of local vegetation under Council's care and control</b></p> <p>Trees planted on streets and reserves as per the tree planting policy program which will be reviewed annually (300 trees to be planted annually).</p> <p>Trees trimmed, removed and replaced as required on an ongoing basis. All complaints addressed within 48 hours of receipt.</p>	1	1	●	
	1	1	●	All customer requests and employee hazard/incident reports identifying problems with trees are actioned within required time frame.
<p><b>4.4 Support initiatives that value and preserve our unique environment and contribute to environmental sustainability.</b></p> <p><b>4.4.1 Provide support to internal and external environmental sustainability initiatives.</b></p> <p>Assess all eligible initiatives and projects using the CHAT tool.</p>	1	1	●	All senior staff are aware of their obligation to assess major initiatives using the CHAT Tool.



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<p><b>4.5 Enhance the way of life and resilience of the Mount Gambier community through environmental sustainability guided by the Natural Step Framework.</b></p>				
<p><b>4.5.1 Develop and implement community education programs around our environmental aspirations and obligations.</b></p>				
<p>Deliver three community education activities per year.</p>	1	1	●	Community education materials developed include media releases, articles, website content, brochures, booklets, and talks.
<p><b>4.6 Support the preservation and enhancement of the City's unique natural and built heritage for future generations.</b></p>				
<p><b>4.6.1 Monitor and enforce the quality and standard of development approvals.</b></p>				
<p>Annually develop and complete a schedule of planning inspections.</p>	1	1	●	complete
<p>Provide information, including pre lodgement advice, to assist applicants to improve the quality of information submitted with Development Applications.</p>	1	1	●	Advice given
<p><b>4.6.2 Ensure the design of Council projects such as road, drainage, reserves and building projects undertaken in a timely and professional manner.</b></p>				
<p>Council budgeted projects are designed in a timely and professional manner to reflect the annual planning and building program.</p>	1	1	●	Projects include; Railway Lands (85% design complete - Stage 2 Master Plan commenced including: Market proposal, Wetland fence, shelters design & contractor selected, plaza paving design, Signal Box details, planting box), Railways Lands Solar Lighting EOI advertised and 3 companies short listed.
				Former Laundry - selective tender expressions of interest have gone out for electrical/lighting design and supply and install AND plumbing services. Local Contractors have been selected. Exeloo product designed and planned.
<p><b>4.6.3 Appropriately respond to and address storm, fire, accidental and criminal damage.</b></p>				
<p>Criminal damage is appropriately addressed and reported within twenty four hours.</p>	1	1	●	Any criminal damage is appropriately addressed within required timeframe.
<p>Implement and comply with the City of Mount Gambier Bushfire Management Plan.</p>	1	1	●	We are complying with the bush fire management plan we do our curing/greening figures weekly and also have a bush fire maintenance checklist which is done monthly
<p>Minor maintenance is undertaken in accordance with service standards.</p>	1	1	●	All minor maintenance is addressed in accordance with service standards.
<p>Storm damage and flooding is addressed and managed in line with disaster recovery.</p>	1	1	●	
<p>Storm damage and flooding is addressed and managed.</p>	1	1	●	Any Storm Damage and Flooding is reported through Depot Admin and addressed accordingly.
<p><b>4.6.4 Provide an efficient and effective development assessment service</b></p>				



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Development Assessment Panel (DAP) operations conducted to meet legislative requirements.	1	1	●	CDAP met requirements
High level customer service is achieved through maintaining the annual performance results of the Local Government Comparative Performance Survey.	1		—	The LGA did not undertake the survey for 2014.
Planning decisions and Building Rules Consent issued within the statutory timeframes and reviewed through the Systems Indicators Data Reporting mechanism as required by legislation.	1	1	●	time frames kept
Records are maintained (i.e. scanning approved plans in TRIM) and Registers are kept up to date (i.e. Development Register, Builders database, Liquor Licence, Heritage and Notices).	1	1	●	These records are regularly maintained by OPS Administration staff.
<b>4.6.5 Provide heritage conservation measures and liaise with the Heritage Advisor to ensure Best Practice is adhered to relative to the Burra Charter</b>				
Continue to support the Heritage Advisory Service and provide a schedule of appointments monthly.	1	1	●	Heritage advisory service supported and schedules and meetings up to date
Manage the Local Heritage Grant Funding program.	1	0	●	
The Heritage Advisory Group to continue to operate on a bi monthly basis.	1	1	●	When required
<b>4.7 Use every opportunity to increase the level of community understanding and awareness of the necessity of environmental sustainability.</b>				
<b>4.7.1 Raise awareness through the development of education programs as well as using other opportunities as they arise.</b>				
Deliver three community education activities per year including articles and talks to key groups (community/business/industry) promoting our environmental aspirations.	1	1	●	Community education materials developed include media releases, articles, website content, brochures, booklets, and talks. Public talk given to the CAS group at the Main Corner.
<b>5 Governance</b>				
<b>5.1 Advocate for increase in access to alternative and new sources of growth based revenues, in order to improve Council's ability to provide for the community</b>				
<b>5.1.1 Support and partner with the ALGA/LGA (Local Government Association) and other agencies in response to initiatives as proposed and developed by the Federal and State Governments.</b>				
Review results of any industry initiatives and submissions supported by Council.	1	1	●	Current support for a business initiative to commence early 2015.
Review results of grant funding applications submitted by local organisations, supported by Council.	1	1	●	As needed
<b>5.2 Fully integrate long term asset and financial plans with the annual business plan and annual budget</b>				



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For the month ending 30/09/2014

<b>5.2.2 Integration of Asset Management Plans, Long Term Financial Plan, Business Plan and Annual Budget.</b>	1	1	●	Annual budget was loaded on 1/7/2014, BR1 as at 30/9/2014 is currently being prepared with submissions due 15/10/2014.
<b>5.3 Evaluate the effectiveness of all service delivery initiatives against the returns and/or benefits to the community</b>				
<b>5.3.1 Develop and implement systems to evaluate service delivery.</b>				
Continue to implement outcomes from the organisational functional review completed in 2012.	1	1	●	Completed
Develop and implement a process to continually monitor and evaluate new legislation, compliance requirements and impact on the Council and it's resources, including the financial implications.	1	1	●	Development of Legislative Compliance System commenced
Maintain or improve on the annual performance result in the Local Government Association Comparative Performance Measurement Survey annually.	1	1	●	AS noted above LGA survey on hold.
<b>5.3.2 Manage the administration of payments to suppliers, revenue collection, preparation of annual financial records, and recording of Council's assets.</b>				
An internal audit of payroll records i.e. levels, rates of pay, leave accruals etc.	1	1	●	Leave accruals were checked and confirmed by external auditors on 20/8/2014. No errors were found.
Complete internal financial control project.	1	1	●	Project completion is expected by 31/3/2015.
Financial statements prepared for external audit in accordance with legislative requirements and internal control.	1	1	●	AFS as signed by Auditors comply with legislation requirements.
Financial sustainability indicators to operate within the adopted target ranges.	1	1	●	Operating Surplus Ratio - Actual (4%) Target 0%
				Net Financial Liabilities Ratio - Actual 31% Target >100%
				Asset Sustainability Ratio - Actual 107% Target 3 year average of between 90% - 100%
Liaise with Council's Audit Committee to complete an annual review of financial policies including internal controls.	1	1	●	Review is currently underway.
<b>5.4 Develop and maintain a valued, adaptable, skilled and motivated work force</b>				
<b>5.4.1 Adopt a strategic approach to the integration of Human Resources, Risk and Occupational Health and Safety management systems and principles across the organisation.</b>				
Develop and implement a two (2) year Human Resources Strategy that reflects the functional review	1	1	●	Strategy has been fully implemented and significant progress made toward achieving outcomes.



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Develop, implement and review a WHS Risk Management Strategy providing for best work practice	1	1	●	Strategy has been fully implemented and more than 80% of actions have now been completed.
<b>5.4.2 Respond to contemporary and emerging workforce and workplace issues through strategy and policy development.</b>				
Develop a Human Resources Manual reflective of the new HR policy framework	1	1	●	Commenced. Working with SELGA HR Network to implement regional project for HR policies and procedures.
Develop and implement new performance development and review process.	1	1	●	PDR process has been developed and fully implemented across Council.
Review and update position descriptions.	1	1	●	All position descriptions have been reviewed as part of the employee performance development and review process. This will be an ongoing process every 12 months.
Review current training plan competency framework and training analysis data.	1	1	●	Review commenced. Pending data from performance development reviews to finalise training plan for 2015.
<b>5.4.3 Review of the Human Resources requirements within the Corporate and Community Services Department.</b>				
Implement collaborative staff practices within the Community Services and Development Division by 2015.	1	1	●	Regular meetings are held with all staff and CSD leadership group.
<b>5.5 Demonstrate innovative and responsive organised governance</b>				
<b>5.5.1 Manage the preparation of assessment of capital value for rating purposes and declaration and raising of rates.</b>				
Council rating strategy reviewed on an annual basis including reference to any significant rating issues or themes arising out of the previous rating year.	1	1	●	Council rates are levied annually in July
Timely completion of Council's annual rating and periodic rating processes.	1	1	●	Completed - Audited Annually
<b>5.5.10 Support Council business through provision of quality records management and ensure Council's corporate records are managed in accordance with legislative requirements.</b>				
Ensure Council's records management responsibilities are met in terms of the State Records Act 1997, Local Government Act 1999 and Adequate Records Management Standard.	1	1	●	Records staff follow practices and procedures and provide record keeping advice to staff in line with meeting Council's record keeping responsibilities.
Ongoing support, training and induction of staff in relation to their record keeping responsibilities and in use of Council's electronic document management system.	1	1	●	Records support staff in the use of TRIM on an ongoing basis and are available to provide further training or record keeping advice as required.
<b>5.5.11 Support Council business processes by maintaining an effective and accurate electronic records management system and up to date Geographic Information System.</b>				
Ensure all staff are inducted and trained in the use of Council's electronic records systems as required.	1	1	●	All new staff assigned a TRIM licence have received an introductory TRIM training session from Records staff within their first week, with



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For the month ending 30/09/2014

Maintain and review data contained within the GIS system quarterly.	1	1	●	a follow up session within their first month. Ongoing. Last completed in August 2014. Changes include update to cadastre, council properties, assets, reserves etc.
<b>5.5.12 Continue to implement a Corporate Image of Council as a professional organisation.</b>				
Development and implement a 'Brand image' for Council by 2016 that aligns with the City Development Framework.	1	1	●	Action for new Council
<b>5.5.2 Maintenance of the property data for rating and electoral purposes and the collection of rate revenue.</b>				
Council's Voter's roll is reviewed and updated in accordance with the Local Government (Elections) Act 1999.	1	1	●	Completed for 2014 Local Government Elections
Review the financial components of the Road and Building Asset Plan annually.	1	1	●	To be reviewed in conjunction with Operational staff and will be incorporated with LTFP due to be completed by 31/3/2015.
Weekly updating of property data reports provided by Valuer-General Land Services.	1	1	●	Maintained as required
<b>5.5.4 Provide high performance customer services across Council.</b>				
Compliance with legislative requirements at all times.	1	1	●	Compliant with legislative requirements during reporting period
<b>5.5.5 To run an efficient and well maintained depot and store.</b>				
All roadwork signage inspected quarterly.	1	1	●	All roadwork signage is inspected quarterly to ensure compliance with legislation.
Depot and surrounds, small items and equipment are maintained at all times with 6 monthly audits.	1	1	●	Depot and surrounds, small items and equipment are maintained to a high standard including six monthly audits by Storeperson.
Develop and implement an improved system to ensure individual accountability by employees for all tools, equipment which is allocated to them by mid 2014.	1	1	●	A Store Equipment Register has been developed to ensure compliance by all employees.
Investigate and cost automated/electronic fuel dispensing/recording system in 2014.	1	1	●	Risk has been identified as part of Councils internal financial controls project. Investigations have commenced on equipment that is available in this regard and discussions have been held with Local Government Procurement (LGP) LGP personnel have some knowledge in this area and currently pursuing options for Councils Awaiting feedback from LGP.
<b>5.5.6 Operate an appropriately resources and efficient workshop to maintain Council's fleet vehicles, plant and equipment to a safe operating standard.</b>				
All fleet vehicles, plant and equipment are maintained as per regular maintenance programs.	1	1	●	All plant and equipment is maintained as per the regular maintenance schedule.
Provide training to staff on the use of machinery when new machinery is purchased and reviewed	1	1	●	All staff are trained on any new machinery purchased by Council in accordance with WHS





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annually.				legislation.
<b>5.5.8 Promote Mount Gambier as a progressive City through innovative design solutions for urban realm projects.</b>				
Urban Realm projects are identified and delivered on time and on budget when approved by Council.	1	1	●	Projects include; City Centre (85% complete), Old Hospital Laundry (60% complete), Railway Lands (Nature Play Area, tree planting, ramps/stairs, balustrading commenced),
				Two solar lighting projects in Railway Lands and around Blue Lake have been initiated. Railway Lands project is currently undertaking a solar path lighting test phase. Proposed Blue Lake lights currently being tested.
<b>5.5.9 Provide high quality support for Council Members and Council Employees.</b>				
Business papers, including agendas, minutes and reports are compiled and distributed in accordance with the Local Government Act, 1999.	1	1	●	Agenda and Minutes are distributed within legislative time frames.
Provide support for civic and ceremonial responsibilities of Council, including citizenship ceremonies.	1	1	●	Executive support is provided for all Civic Ceremonies.
Provision of executive and administrative support to Council, standing committees, subcommittees, the Mayor, Member, Executive Management, and other staff.	1	1	●	Executive support is available and provided to Council Members.
<b>5.6 Establish measures for Council's performance and continually compare against community expectations</b>				
<b>5.6.1 Continue to be involved within the Local Government Association Comparative Performance Measurements Survey.</b>				
Participate annually in the Local Government Association Comparative Performance Measurements Programs.	1	1	●	LGA survey on hold
<b>5.7 Engage with national, state, regional and local forums and partnerships to provide solutions and options to continually improve Councils service delivery and performance</b>				
<b>5.7.1 Ensure Council's information and communication infrastructure and environment.</b>				
Annually evaluate the existing IT and communication systems to ensure capability and suitability to Council's changing needs.	1	1	●	Evaluation undertaken to find any areas that need attention. Implementing wireless bridge to Depot and investigate phone setup for Lady Nelson direct numbers.
Corporate systems are available for staff access and work 95% of standard day time working hours	1	1	●	System stable no failures this quarter of local systems.
<b>5.7.2 Ensure Employees are engaging with their peak professional organisations to continually update knowledge in their respective professional disciplines.</b>				
Encourage and support employees to update	1	1	●	Ongoing process. Primarily provide support to



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For the month ending 30/09/2014

knowledge in their respective professional disciplines through training and involvement with peer and professional organisations and groups.				Team Leaders and Managers who in-turn encourage and support employees within their workgroups.
<b>6 Community Well - Being</b>				
<b>6.1 Advocate for the health needs of the community by encouraging partnerships in the provision of affordable and viable facilities and infrastructure</b>				
<b>6.1.2 Ensure applications for on site waste water treatments are assessed according to the Public and Environmental Health Act and are regularly reviewed for maintenance.</b>				
Maintenance reports are reviewed when submitted with Council.	1	1	●	no reports were received during September 2014.
Review all properties for sewer connections in 2013/2014, subject to budget allocation.	1	1	●	As agreed with the Director this project was not to be conducted.
<b>6.1.3 Provision of a safe, all inclusive and welcoming 'third place', through the library, that is free for all community members.</b>				
Continue to promote and further enhance the library as an active and safe community space to maintain the community support and usage of the library.	1	1	●	Regular programming continuing Development of a Code of Conduct document for users of the library to outline acceptable behaviour and use within the library.
Identify and develop an annual schedule of programs to be offered through the library.	1	1	●	Program for children's activities and IT programs being developed. Other specialist weeks have been added to 2015 calendar, all other events occur ad-hoc or in conjunction with availability of presenters/performers.
Keep detailed statistics on visitation and usage of service and prepare quarterly reports.	1	1	●	Annual statistics report completed - snapshot given for Annual Report. Figures sent to all collection specialists to provide information on loan trends.
<b>6.1.4 Have safe and regulated outside displays/eateries in accordance with relevant legislation.</b>				
Ensure all outdoor furniture and displays have been issued with a permit subject to the Local Government Act.	1	1	●	All outdoor furniture and displays are issued with a permit and fees paid
Undertake (at least twice yearly) monitoring of furniture and displays to ensure they meet permit conditions.	1	1	●	All outdoor displays and furniture are meeting permit conditions checks are getting done on a regular basis
<b>6.1.5 Deliver and regulate a taxi service which is beneficial to the community.</b>				
Check taxi meters and registrations annually.	1	1	●	Taxi meters were checked and permit and registration details updated for 2014/15 year in August 2014
<b>6.3 Actively liaise with community health service providers to encourage local programs and services and ongoing community consultation</b>				
<b>6.3.1 Monitor the level of assisted care for residents of supported residential facilities and boarding houses within the City in accordance with legislation.</b>				
Supported residential facilities are monitored to comply with legislation through annual licensing	1	1	●	Administration work was conducted during September 2014.



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requirements.				
<b>6.3.2 Work closely with Universities, TAFE, training bodies and allied health providers.</b>				
Continue to provide support to the Medical, Pharmaceutical, Dental professions through the provision of orientation tours.	1	1	●	Support provided through Your Professional Network (YPN)
<b>6.6 Increase the local awareness and understanding of the range of health issues and needs of the community</b>				
<b>6.6.1 Continue to promote active lifestyles amongst the community.</b>				
Continue to implement the Bike Plan and expanding the footpath and bike path network.	1	1	●	2013/14 bike lane completed. No further funding applications were submitted so no more action this FY on bike lanes  Footpath network is being constructed as per capital works program. Kennedy Ave is 65% completed
Effective immunisation of target communities as per the schedule of immunisations and to maintain the current immunisation rate.	1	1	●	Support provided to Community Health' s immunisation program.
Ensure all cooling tower and warm water systems are audited annually as per the Public and Environmental Health Act, relevant regulations, codes and standards.	1	1	●	no audits due for September 2014
Ensure timely follow up of communicable diseases where required.	1	1	●	One SA Health directed investigation was conducted in September 2014.
Food premises are inspected as per the Food Act and on a risk basis and notified accordingly.	1	1	●	August Number of Inspections 19  Number of follow up inspections 8  After complaint was received 2  Number of Invited Inspections and advice given 2
Inspect hairdressers and skin penetration facilities in accordance with the Public and Environmental Health Act and risk management principles.	1	1	●	14 Hair, Beauty and Skin Penetration premises were inspected during September 2014.
Provide a timely and effective immunisation program to the Mount Gambier population.	1	1	●	Support provided to Community Health' s immunisation program.
Support the 'Registered Training Organisation' in the provision of affordable and accessible food safety training for food handlers.	1	1	●	Promotion of the next training session during inspections, on Council's website, during World Environmental Health Day display in the library and on Council's fact sheet during September 2014.
Undertake annual auditing, or ensure it is undertaken, of high risk food businesses serving vulnerable people.	1	1	●	The one audit report due was received during September 2014.
Undertake inspections of public pools and spas in respect to relevant acts and regulations.	1	1	●	No inspections conducted during September 2014. Scheduling of inspections from October 2014 - February 2015 was completed.



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<p>When insanitary conditions are identified, attempt to resolve in a timely and effective manner.</p>	1	1	●	6 residential complaints received during September 2014 and investigated.
<p><b>6.7 Facilitate programs which focus attention on mental health issues in the community and support mental health providers in their work</b></p> <p><b>6.7.1 Encourage community initiatives to identify, address and respond to emerging health issues and trends within the community.</b></p> <p>Identify opportunities for Community Groups to develop and enhance their activities and facilities</p>	1	1	●	This KPI needs to be reviewed.
<p><b>6.8 Advocate with Federal and State Governments to increase local availability to acute health care services and also primary health care services</b></p> <p><b>6.8.1 Encourage SA Health to Identify opportunities and programs addressing mental health concerns and issues.</b></p> <p>Provide support and funding assistance to locally based programs addressing mental health issues and concerns within the community.</p>	1	1	●	Research being conducted into local mental health status for the Regional Public Health Plan. Requests are assessed when received.
<p><b>6.8.2 Continue to maintain Council's advocacy role in the provision of health services.</b></p> <p>Ensure Council provides timely responses to requests for letter of support.</p>	1	1	●	Ongoing
<p><b>7 Learning</b></p> <p><b>7.1 Encourage and promote partnerships with the entire community so that everyone understands and embraces the benefits of a lifelong learning community</b></p> <p><b>7.1.1 Foster relationships and facilitate conversations to improve community engagement and learning.</b></p> <p>Develop and program community learning activities and experiences in the Garden Square with community groups.</p> <p>Develop opportunities for staff and elected members to share their expertise with groups and vice versa.</p> <p>Employ a whole of Government (Federal, State and Local), agencies and groups approach.</p> <p>Host forums that bring various groups together</p>				
	1	1	●	No budget allocation
	1	1	●	Ongoing. Examples in the last quarter include the extended workshop on the development of the Regional Public Health Plan and the development of the induction program for the new Council. Both of these activities have been very successful
	1	1	●	Work with the Limestone Coast Economic Diversity group continuing with joint representation from local and state government. Continuing close relationship with UniSA and their building expansion in Mount Gambier. Ongoing work between Council and State regarding another economic initiative that for the time being remains confidential.
	1	0	●	Nil activity within CSD for this KPI in the last



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For the month ending 30/09/2014

i.e. Education Leaders' Forum, Blue Sky Lectures, Thinker in Residence.				quarter.
Provide input to joint funding proposals for learning projects when required.	1	1	●	Council contribution to UniSA being negotiated. Council contribution to a new learning initiative in Mount Gambier commenced.
Review current databases of contacts and update as necessary.	1	1	●	
<b>7.2 Promote the benefits of cooperative learning and the contribution learning makes to our enhanced quality of life</b>				
<b>7.2.1 Develop a coordinated approach across Council for the delivery of life long learning activities.</b>				
Continue to be leaders in delivering, developing and promoting library collections and services to the community.	1	1	●	Programs held/outreach visits/community group talks about library: *Stroke awareness display *eSmart libraries training *Blue Light Disco in library with SAPOL *Tour of library Friendship Force *Captain Plop storytime for Water Week *School holiday program *School visits to library *State Library visit re centenary of ANZAC *Outreach visits to kindergartens and child care centres *Launch of Foster Care Collection in library *Defib located in Library *Friends of Library Quiz Night *Bookwell sessions *Reading hour nighttime storytime session *Miracle Babies storytime *Talk to SE Trimmers about library services *SALA display in library *Rotary Visit and dinner at Mount Gambier Library *Finding My Place Graduation *Recycled Runway event *Unleashed Open Data Event
Develop an evaluation framework to review Council's achievement of lifelong learning goal.	1	1	●	
Establish a statistical baseline of community involvement in learning activities.	1	1	●	This KPI needs to be reviewed/deleted
Recognise that most Council activities provide learning opportunities.	1	1	●	
Review existing community learning material, resources and information already available to communities.	1	1	●	
<b>7.3 Foster partnerships that develop programs, services and opportunities that deliver learning excellence</b>				
<b>7.3.1 Develop a framework within which learning achievements and initiatives can be recognised and celebrated.</b>				
Continue to support recognition of learning through active involvement in scholarship programs.	1	1	●	2015 Tertiary Health Education Grant program to be launched this month (November)



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Determine opportunities for recognition and celebration of learning achievements.	1	1	●	Childrens Charter launched in October. Implementation strategy will recognise a number of informal learning and community engagement activities.
Elected Members and key staff being visible and attending celebratory functions.	1	1	●	Ongoing

## CORPORATE AND COMMUNITY SERVICES REPORT NO. 70/2014

**SUBJECT: COUNCIL'S DECISION MAKING STRUCTURE**

**REF: AF14/283**

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*Goal: Governance*

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

*Engage with national, state, regional and local forums and partnerships to provide solutions and options to continually improve Councils service deliver and performance.*

Council is able to consider and establish a structure to guide effective and efficient decision making. The basis for this structure is the legislative framework of the Local Government Act within which resides the ability to devise and implement a structure to fit the needs of the Council.

The following structure is proposed for Council's adoption, noting that some elements are statutory requirements under the Local Government Act and Development Act.

- Council meetings to be held once per month and as resolved by Council at the Statutory Meeting of 25<sup>th</sup> November, 2014, to be held on the third Tuesday of each month, commencing at 6.00 p.m.

Council is able to, via resolution, vary this arrangement at a later date.

- Two Standing Committees (Section 41 Committees) being:
  - Operational Services
  - Corporate and Community Services

Operational Services Committee will include but may go beyond the following Council functions:

Infrastructure, Parks, Waste, Recycling, Health, Planning and Building, Environment, Asset Planning, Depot, Regulatory.

Corporate and Community Services Committee will include but may go beyond:

Finance, Budget, Rates, Governance, Strategic Planning, Community Services and Development, Library, Tourism and Events and Economic Development.

Operational Services and Corporate and Community Services will have a membership of five Elected Members with every Member to be appointed to one of the Committees.

The Mayor has ex officio status to both Standing Committees.

The following Standing Committee membership is proposed:

Operational Services

Cr Mark Lovett  
Cr Sonya Meziniec  
Cr Frank Morello  
Cr Des Mutton  
Cr Ian von Stanke

## Corporate and Community Services Report No. 70/2014 cont'd...

### Corporate and Community Services

Cr Christian Greco  
Cr Josh Lynagh  
Cr Steve Perryman  
Cr Hanna Persello  
Cr Penny Richardson

Terms of Reference will be presented for consideration, review and recommendation for adoption by the first meeting of each Standing Committee in February, 2015.

Importantly and through previous practice, recommendations from the Standing Committees are further considered and resolved by full Council, that is neither Standing Committee has delegation to confirm its Terms of Reference, nor to act or commit the Council to a course of action or expenditure of resources.

Sub-Committees may be formed by a Standing Committee to assist with a particular aspect of Council's operation, noting that endorsement of the creation of Sub-Committee is via a resolution of full Council.

- Statutory Committees as required by the Local Government and Development Acts are:
  - Audit Committee
  - Council Development Assessment Panel
  - Building Fire and Safety Committee
  - Strategic Planning and Development Committee (Previously the full Councillor membership of the Operational Services Committee)  
(as was resolved by Council at the Statutory meeting of 25<sup>th</sup> November, 2014)
- The following Section 41 Committees:
  - Junior Sports Assistance Fund Committee (reporting to Corporate and Community Services)
  - Cemetery Trust Committee (reporting to Operational Services)
  - Chief Executive Officer's Performance Development and Review Committee (reporting to the full Council)

Terms of Reference for each Committee will be reviewed as soon as practicable in 2015. Nominations for member Appointments to available positions on the Statutory and Section 41 Committees are the subject of a subsequent Item on this Agenda.

- Whilst not a component of the formal decision making structure, Advisory Groups and a range of Workshops and Briefing sessions are attended by Councillors and Staff.

### RECOMMENDATION

- (a) Corporate and Community Services Report No. 70/2014 be received;
- (b) The following decision making structure is endorsed by Council;
  - (i) Monthly Council Meetings to be held on the third Tuesday of the month commencing at 6.00 pm;
  - (ii) Two Section 41 (Standing) Committees being Operational Services and Corporate and Community Services that meet a week prior to Council Meetings – Operational Services at 7.30 am and Corporate and Community Services at 6.00 pm on the second Tuesday of each month (or as otherwise determined by the Committee) meetings to commence February, 2015.



Membership of Operational Services and Corporate and Community Services to consist of five Councillors each with all Councillors serving on one Committee each.

Membership of the Standing Committees are:

Operational Services

Cr Mark Lovett  
Cr Sonya Meziniec  
Cr Frank Morello  
Cr Des Mutton  
Cr Ian von Stanke

Corporate and Community Services

Cr Christian Greco  
Cr Josh Lynagh  
Cr Steve Perryman  
Cr Hanna Persello  
Cr Penny Richardson

Terms of Reference to be reviewed by each Committee by June 2015.

- (iii) The Mayor has ex officio status on both Operational Services and Corporate and Community Services Standing Committees;
- (iv) Neither Standing Committee has any delegation to act with all recommendations of Operational Services and Corporate and Community Services Committees being considered by full Council for final decision and resolution;
- (v) The following Statutory Committees have been re-established by Council on 25<sup>th</sup> November, 2014 as required under legislation;
  - Audit Committee
  - Development Assessment Panel
  - Building Fire Safety Committee
  - Strategic Planning and Development Committee
- (vi) The following Section 41 Committees are to continue as resolved by Council on 25<sup>th</sup> November, 2014:
  - Junior Sports Assistance Fund – reporting to Corporate and Community Services
  - Cemetery Trust – reporting to Operational Services;
- (vii) The Chief Executive Officer Performance Development and Review Committee will continue and will report to full Council.



**Mark McSHANE**  
CHIEF EXECUTIVE OFFICER

## CORPORATE AND COMMUNITY SERVICES REPORT NO. 71/2014

**SUBJECT: WITHDRAWAL OF PENSIONER CONCESSION REBATES ON COUNCIL RATES**

**REF: AF14/452**

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*Goal: Governance*  
*Strategic Objective: Advocate for increase in access to alternative and new sources of growth based revenues, in order to improve Council's ability to provide for the community*

### **Discussion**

Within South Australia, the State Government has provided Pensioners with a maximum concession of \$190 (\$100 for self-funded retirees) on Council rates within any financial year.

This funding has been supported through a Federal Agreement (the National Partnership Agreement on Certain Concession Card and Senior Card Holders) which provided funding to the State Government to enable concessions to be paid to pension concession holders on utilities, water and Council rates.

Specifically for South Australia, the Agreement provided approximately \$27.7 million in funding for the 2013/2014 financial year to cover all concessions to pensioners.

Earlier this year the Commonwealth Government made a decision to cut the Agreement on Certain Concessions for pensioner Concessions Card and Senior Card Holders.

The State Government agreed to fill this funding gap for the 2014/2015 financial year, however in its 2014/2015 Budget the State Government announced that concessions on Council rates would cease as of June 2015.

Despite the Agreement providing funding for pensioners across various taxes and utility charges, the State Government decision will pass the costs entirely onto Council rate concession recipients from next year, this will impose significant hardship on only one category of concession recipient.

For our Council the funding for pensioner concessions received from the State Government is a total of \$454,000 with approximately 21% of our residential ratepayers receive these concessions.

The average residential annual rates in South Australia in 2014/2015 is approximately \$1,240.

By using that average amount less the prescribed concession amount of \$190 an eligible pensioner would expect to pay, on average, a net \$1,050.

When this concession is withdrawn and the annual Local Government Price Index (+2.6% in 2013/2014) is factored in, pensioners may be facing an increase in the order of \$217 or 20% depending on the characteristics of each Council's rating structure.

A letter addressing concerns with withdrawal of the pensioner concession on Council rates was sent by the LGA to the Treasurer, the Hon Tom Koutsantonis, in July 2014. A subsequent meeting was held on 13 August 2014 between the LGA President, LGA Chief Executive Officer and the Treasurer to discuss concessions on Council rates.

Historically rate payers may be eligible for a pensioner concession on Council rates if they own or part own their principal place of residence on the date that the first Council rates account is payable for that financial year and responsible for paying the rates on that property. Also, they must have one of the following cards:

Corporate and Community Services Report No. 71/2014 cont'd...

- A Pensioner Concession Card;
- Gold Card from the Department of Veterans' Affairs;
  - Totally and Permanently Incapacitated (TPI);
  - Extreme Disablement Adjustment (EDA);
  - War Widow;
- Gold Card from the Department of Veterans' Affairs issued to a person with 80 or more overall impairment points under the Military Rehabilitation and Compensation Act 2004;
- Seniors Card; and/or
- State Concession Card.

In light of the significant impact to pensioners and the wider community and the lack of commitment by the State and Federal Government, the LGA Board meeting on 20 November resolved:

*That the LGA Board:*

1. *authorises the LGA President and CEO to continue to lobby the State Treasurer and relevant Minister to reinstate the pensioner concession on Council rates;*
2. *authorises the President to write to all Councils advising that the LGA's position is not to support Council's funding pensioner or self-funded retiree concessions;*
3. *authorises the Executive Committee to work with the Secretariat on a campaign to support Councils in their discussions with the community and local MPs on the matter of pensioner and self-funded retiree concessions; and*
4. *establish a Local Government policy position in consultation with Councils on the removal of pensioner/self funded retirees from Council rates from the 2015 budget.*

Pursuant to this decision the LGA is now seeking the co-operation of all Councils to participate in a State-wide concerted campaign on this issue.

The LGA also advises that to date:

- the President has written to the State Government to request the reinstatement of pensioner concessions on Council rates;
- the President has written to the Commonwealth seeking the reinstatement of the Agreement;
- the Secretariat has provided all Councils with a draft pro-forma letter to be sent to Local Federal Members of Parliament and relevant Ministers seeking the reinstatement of the Agreement; and
- the Secretariat wrote a discussion paper to outline the issues and complexities of pensioner concessions on Council rates, with recommendations that Councils consult their communities on this issue. A copy of this paper was provided to all Councils as an attachment to an email to all CEO's on 23<sup>rd</sup> October, 2014.

To assist in this campaign, Council sent a copy of the pro-forma letters to Local Federal Members of parliament on the 31<sup>st</sup> of October, 2014. A copy of this letter was provided to the LGA.

The campaign strategy is being finalised and further details will be provided to Council.

The LGA envisages providing model resources, such as wording for inserts, pro-forma petitions and media releases for Councils for each of the proposed elements in this campaign.

The LGA is continuing to have ongoing discussions with the Minister for Local Government, the Hon Geoff Brock and Treasurer the Hon Tom Koutsantonis.

Corporate and Community Services Report No. 71/2014 cont'd...

RECOMMENDATION:

- (a) that Corporate and Community Services Report No. 71/2014 be received;
- (b) that Council:
  - (i) agrees to participate in the LGA's campaign to seek reinstatement of the concessions; and
  - (ii) agrees to insert a flyer in the next quarterly Council rates notice alerting ratepayers to the "Bill Shock" of the impact of pensioner concessions on rates; and
  - (iii) is in support of the LGA Boards position not to support Councils funding pensioner or self-funded retire concessions, previously provided by and now withdrawn by the South Australian Government, at this time.



**Grant HUMPHRIES**  
DIRECTOR – CORPORATE SERVICES

Sighted:



**Mark McSHANE**  
CHIEF EXECUTIVE OFFICER

4<sup>th</sup> December, 2014  
FM



**Office of the President**

*In reply please quote our reference: 613059 / SS : LC*

4 December 2014

Mayor Andrew Lee  
City of Mount Gambier  
PO Box 56  
MOUNT GAMBIER SA 5290

Dear Mayor Lee

**Abolition of State Government Rate Concessions**

As you would be aware, the holders of pensioner concession cards and others who receive payments from Centrelink or the Department of Veterans Affairs have been entitled to receive from the State Government a concession of \$190 per year (\$100 for self-funded retirees) on Council rates.

Earlier this year the Commonwealth Government made a decision to cut the National Partnership Agreement (NPA) on Certain Concessions for Pensioner Concession Card and Senior Card Holders.

For South Australia, the NPA provided approximately \$27.7 million in funding for the 2013/2014 financial year to cover these concessions including to part pensioners.

The State Government agreed to fill this funding gap for the 2014/2015 financial year, however in its 2014/2015 Budget the State Government announced that these concessions on Council rates would cease as of June 2015.

As a consequence of this decision, in June or July next year, when your Council determines its annual rates increase those ratepayers who have in the past received the concession will likely react to both your rates increase and the discontinuation of their \$190 concession.

The average SA Council rates 2014/15 are approximately \$1240 and using that average, pensioners receiving the \$190 concession paid, on average, a net \$1050 this year.

When pensioners lose this concession and you also factor in your annual rate rise, likely to be based upon the annual Local Government Price Index, (2.6% based on 2013/14), the total increase for pensioners, on average will be \$217 or an increase of 20.7%.

When this vulnerable section of your community is confronted by this increase in their first rates notice for the 2015-16 financial year, it is likely to prompt substantial public and media reaction.

.../2

In light of the significant impact to pensioners and the wider community and the lack of commitment by the State and Federal Government, the LGA Board meeting of 20 November 2014 resolved:

*That the LGA Board:*

- 1. authorises the LGA President and CEO to continue to lobby the State Treasurer and relevant Minister to reinstate the pensioner concession on Council rates;*
- 2. authorises the President to write to all Councils advising that the LGA's position is not to support Councils funding pensioner or self-funded retiree concessions;*
- 3. authorises the Executive Committee to work with the Secretariat on a campaign to support Councils in their discussions with the community and local MPs on the matter of pensioner and self-funded retiree concessions; and*
- 4. establish a Local Government policy position in consultation with Councils on the removal of pensioner/self-funded retirees concession from Council rates from the 2015 budget.*

I now seek the co-operation of your Council in a State-wide campaign on this issue.

We seek your support by encouraging your Council to pass a resolution - that the Council:

1. Will not replace the withdrawn Federal and State Government funding for pensioner concessions;
2. Agrees to participate in the LGA's campaign to seek reinstatement of the concessions; and
3. Agrees to insert a flyer in the next quarterly Council rates notice alerting ratepayers to the "Bill Shock" of the impact of removal of pensioner concessions on rates.

There will be other activities which the LGA will ask Councils to be involved with and we will provide model resources, such as wording for leaflets, pro forma petitions and media releases to Councils for each of the proposed elements in this campaign.

The first necessary step, however, is for me to ask your Council to participate in the campaign.

I have enclosed a draft Council report including a proposed Council resolution that we encourage your Council to adopt at the earliest possible opportunity, preferably at a Council meeting in December 2014.

In anticipation, I thank you for your support and kindly request that you provide a copy of any Council resolution regarding this matter by email to [shane.sody@lga.sa.gov.au](mailto:shane.sody@lga.sa.gov.au).

I also remind you of a previous request to write to local Federal MPs on this issue if this has not already been achieved.

I will write to you again in early January 2015 to provide the relevant resources.

For further information please contact David Hitchcock, Director Infrastructure via email on [david.hitchcock@lga.sa.gov.au](mailto:david.hitchcock@lga.sa.gov.au) or phone 08 8224 2052.

Kind regards



Mayor David O'Loughlin  
President

Telephone: 8224 2022

Email: [lgapresident@lga.sa.gov.au](mailto:lgapresident@lga.sa.gov.au)

Attach: Draft suggested Council Report and Resolution



Local  
Government  
Association  
of South  
Australia

Insert Council Logo

# Pensioner Concessions

Dear Ratepayer,

In June 2014 the Commonwealth Government cut funding to the State Government for pensioner and other concessions amounting to \$27m.

The State Government has maintained your concession on Council rates paid under the SA Parliament's *Rates and Land Tax Remission Act 1986* (\$34m) this financial year. However it has announced it will **stop your concessions** on rates from 1 July 2015.

We estimate that next year's rates, for most people currently eligible for a concession, will include a "bill shock" of around 20% without the concession.

Council is opposed to the Federal cut and is also opposing the State Government's decision to abolish concessions on Council rates.

Help us to help our most vulnerable to retain their concession payments.

To support your Council's aim to reverse this decision, please contact your local Member of Parliament - go to: [www.lga.sa.gov.au/localmp](http://www.lga.sa.gov.au/localmp).

From

your Council





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The State Government has maintained your concession on Council rates paid under the SA Parliament's *Rates and Land Tax Remission Act 1986* (\$34m) this financial year. However it has announced it will **stop your concessions** on rates from 1 July 2015.

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Council is opposed to the Federal cut and is also opposing the State Government's decision to abolish concessions on Council rates.

Help us to help our most vulnerable to retain their concession payments.

To support your Council's aim to reverse this decision, please contact your local Member of Parliament - go to: [www.lga.sa.gov.au/localmp](http://www.lga.sa.gov.au/localmp).

From  
your Council

*Insert Council contact details*





## **CORPORATE AND COMMUNITY SERVICES REPORT NO. 72/2014**

**SUBJECT: APPOINTMENT OF MEMBERS ON COMMITTEES AND OTHER BODIES AND ORGANISATIONS**

**REF: AF14/452**

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*Goal: Governance*  
*Strategic Objective: 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.*

At the Statutory meeting on Tuesday 25<sup>th</sup> November 2014 and a subsequent workshop on Thursday 27<sup>th</sup> November 2014, Member's attention was drawn to a number of vacant positions on Council Committees and other groups, bodies and organisations to which Members may be nominated/appointed.

This report informs Members of the available positions and recommends a process for Member nominations and subsequent selection/endorsement at the January 2015 Council meeting.

The available positions are separated into the following categories:

- Council Section 41 Committees (excluding Standing Committees)
- Council Statutory Committees
- Various Advisory Groups
- South East Local Government Association (SELGA) Nominations/Appointments
- Council Nominations/Appointments External Bodies & Organisations

The available positions associated with each of these categories are discussed further below.

### **Council Section 41 Committees**

#### **Corporate & Community Services (Standing) Committee**

The membership of this Standing Committee is as determined by resolution of Council under a separate agenda item. The Presiding Member shall be appointed from within the Committee membership. Accordingly, no nominations are required for positions on this Committee.

#### **Operational Services (Standing) Committee**

The membership of this Standing Committee is as determined by resolution of Council under a separate agenda item. The Presiding Member shall be appointed from within the Committee membership. Accordingly, no nominations are required for positions on this Committee.

#### **Junior Sports Assistance Fund**

Under the Terms of Reference (endorsed at the Statutory meeting on 25<sup>th</sup> November 2014) the membership of this Committee shall comprise:

- an Elected Member for the time being on Council and appointed by Council (who shall be the Presiding Member of the Committee),
- a person nominated by the Council of the District Council of Grant, and

Corporate and Community Services Report No. 72/2014 cont'd...

- up to four community persons appointed by Council.

All appointees on this Committee hold office at the pleasure of Council. The Mayor shall be ex officio member of the Committee.

Mayor Andrew Lee previously held the Elected Member (and Presiding Member) position on the Junior Sports Assistance Fund in his capacity as a Councillor.

Nominations are now sought from Members interested in being appointed to the one (1) Elected Member position on the Junior Sports Assistance Fund.

Mount Gambier Cemetery Trust

Under the Terms of Reference (endorsed at the Statutory meeting on 25<sup>th</sup> November 2014) the membership of this Committee shall comprise:

- Two members nominated by the Council.
- One member nominated by the District Council of Grant.
- One representative appointed by the Mount Gambier and Districts Ministers' Association.
- One representative appointed by the membership of the Trust, as community representatives.

The term of office of each of the members appointed, shall be for a period of four years expiring on the 31st October in the year that Council holds its General Elections, however all members hold office at the pleasure of Council.

The Presiding Member is appointed from within the Committee membership.

Cr Ian Von Stanke and (former Councillor) Mervyn White previously held the positions as Council's nominated members on the Mount Gambier Cemetery Trust.

Nominations are now sought from Members interested in being nominated to the two (2) Mount Gambier Cemetery Trust positions.

CEO Performance Development & Review Committee

The membership of this Committee is specified in the Terms of Reference as comprising:

- The Mayor
- The Deputy Mayor
- The Presiding Member of the Corporate & Community Services Committee
- The Presiding Member of the Operational Services Committee.

Accordingly, the membership of this Committee shall be determined in part by the selection of the Presiding Members for Council's two aforementioned Standing Committees.

**Council Statutory Committees**

Audit Committee – S126 of Local Government Act 1999

In accordance with legislative and regulatory provisions and the Terms of Reference (endorsed at the Statutory meeting on 25<sup>th</sup> November 2014) the membership of this committee shall comprise three (3) members where:

- at least one shall be an independent member  
(with recent and relevant financial, risk management, internal audit etc experience)
  - at least one shall be an Elected Member of Council
- and
- must not include Council's Auditor (but who are invited to attend meetings)

Corporate and Community Services Report No. 72/2014 cont'd...

- must not include an employee of the Council (but who may attend meetings)

The Mayor is an ex officio member of the committee, and Council appoint the Presiding Member of the Committee.

Mayor Andrew Lee previously held the Elected Member position on the Audit Committee in his former capacity as a Councillor.

Nominations are now sought from Members interested in being appointed to the one (1) Elected Member position on the Audit Committee.

The two independent members of the Audit Committee (Jeroen Zwijnenburg and Presiding Member - Donald Currie) were appointed for the term of the previous Council until November 2014. Both independent members have expressed a willingness to be appointed for a further term and in accordance with the Terms of Reference it is recommended that they be appointed for a further term until November 2018 (or until such time as Council may resolve).

Council Development Assessment Panel – S56A of Development Act 1993

In accordance with legislative and regulatory provisions and the Terms of Reference (endorsed at the Statutory meeting on 25<sup>th</sup> November 2014) the membership of this panel shall comprise seven (7) members:

- four (4) independent members
- three (3) Council Members

The current Panel term expires in February 2015 and expressions of interest for the independent member positions on the Panel have been publicly advertised. A separate report presents nominations received and recommendations for the independent member appointments including for the appointment of a Presiding Member.

Cr Ian Von Stanke, Cr Des Mutton and (former Councillor) Mervyn White previously held the Council Member positions on the Council Development Assessment Panel.

Nominations are now sought from Members interested in being appointed to the three (3) Council Member positions on the Council Development Assessment Panel.

Strategic Planning & Policy – S 101A of Development Act 1993

It has previously been the practice of this Council that the membership of the Strategic and Development Policy Committee be comprised of the same Members as the Operational Services Committee, on the basis that the Operational Services Committee undertakes the functions as required by Section 101A of the Development Act 1993.

Subject to Council's endorsement of a decision making structure that includes the Operational Services Committee it is recommended that the membership of Council's Strategic and Development Policy Committee continue to be the same as the Operational Services Committee, in which case no nominations are required for positions on this committee.

Council Building Fire Safety Committee – S71 of Development Act 1993

In accordance with legislative and regulatory provisions and the Terms of Reference (endorsed at the Statutory meeting on 25<sup>th</sup> November 2014) the membership of this committee shall comprise three (3) members where:

- A person who holds prescribed qualifications in building surveying appointed by the City of Mount Gambier;
- A person nominated by the Chief Officer of the South Australian Metropolitan Fire Service;
- A person/s with expertise in the area of fire safety appointed by the City of Mount Gambier;

Corporate and Community Services Report No. 72/2014 cont'd...

- “If so determined by the City of Mount Gambier” a person/s selected by the City of Mount Gambier.

The Chairperson shall be the Elected Member appointed by Council to the committee.

The term of office for a member of the committee will be a period not exceeding three years, and any member shall not be prevented from being appointed for future terms of office.

Meeting the abovementioned membership criteria the current (non Elected Member) members of the Committee are Mr Andy Sharrad (MFS), Mr Grant Richards and Mr Daryl Sexton (Director Operational Services).

It is recommended that the (non Elected Member) members of the Committee be confirmed for a new 3 year term commencing 1 January 2015.

Former Councillor Mervyn White previously held the Elected Member (Chairperson) position on the Council Building Fire Safety Committee.

Nominations are now sought from Members interested in being appointed to the one (1) Elected Member (Chairperson) position on the Council Building Fire Safety Committee.

### **Various Advisory Groups**

Council supports a range of Advisory Groups which are not part of Council's formal decision making structure but assist (and are assisted by) the Council administration in providing community input and disseminating information relating to Council projects and activities.

With no formal structure and membership, Council Members are not 'appointed' to Advisory Groups, but are welcome and encouraged to take on a role as a Councillor on an Advisory Group as a means of maintaining and building community relationships, working with Council and staff on certain matters and a channel for Advisory Groups to be represented in the Chamber on matters that may arise from time to time for decision.

Nominations are sought from Members interested in being a Councillor on the following Advisory Groups:

- Australia Day Awards Selection Panel
- Australia Day Celebrations
- Garden Square
- Mayor's Christmas Appeal
- Mount Gambier Christmas Parade
- Mount Gambier Aquatic Centre
- Joint Boundary Roads (with DC Grant)
- Mount Gambier Youth (YAG)
- Seniors Month
- Mount Gambier Heritage
- Mount Gambier & District Road Safety Group
- Health Advisory Committee (DC Grant)

### **South East Local Government Association (SELGA) Nominations/Appointments**

#### SELGA Board Member, Deputy (1<sup>st</sup> Proxy) and 2<sup>nd</sup> Proxy

The rules of SELGA indicate that each Council may nominate a Board Member and a 1<sup>st</sup> proxy and a 2<sup>nd</sup> proxy member. The 1<sup>st</sup> proxy member is entitled to voting rights in the absence of the Board Member (and the 2<sup>nd</sup> proxy member is entitled to voting rights in the absence of the 1<sup>st</sup> proxy member).

Corporate and Community Services Report No. 72/2014 cont'd...

In accordance with Council's Conduct of Meetings (s92 Code of Practice) Policy endorsed at the Statutory meeting on 25th November 2014, the Mayor and Deputy Mayor are Council's preferred candidates for the position of SELGA Board Member and Deputy Board member (respectively), and nominations will only be sought where the Mayor and/or Deputy Mayor are unable to fill these positions.

Nominations are now sought from Members interested in being appointed as Council's 2<sup>nd</sup> proxy for the position of SELGA Board Member.

SELGA Committees and Working Parties

SELGA has invited constituent Councils to make Member nominations for positions on the following SELGA Committees and Working Parties:

<u>SELGA Committee/Working Group</u>	<u>Former CoMG Member Appointee</u>	<u>Nominees Sought by SELGA</u>
• Roads & Transport Working Group	(former) Cr Mervyn White Mr Daryl Sexton	1
• Limestone Coast Economic Diversification Group	(former) Cr Jim Maher Mr Mark McShane	1
• Regional Waste Management Steering Committee	Cr Des Mutton Mr Daryl Sexton	2 (inc 1 proxy)
• Building Fire Safety Committee	none	1
• Development Assessment Panel Working Party	none	1
• Limestone Coast and Coorong Coastal Management Committee	none	1

Nominations are now sought from Members interested in being Council's endorsed nominee for the abovementioned SELGA Committee and Working Party positions .

SELGA Appointments to Outside Organisations

SELGA has rights (or has been invited) to nominate or appoint and is seeking nominations from constituent Councils to make Member nominations for membership of the following external bodies and organisations:

<u>External Body or Organisation</u>	<u>Former CoMG Member Appointee</u>	<u>Nominees Sought by SELGA</u>
• Green Triangle Freight Action Plan – Implementation Management Group	(former) Cr Mervyn White Cr Steve Perryman	1
• South East Zone Emergency Management Committee	Cr Ian Von Stanke	1
• Group Training Employment	Cr Ian Von Stanke	1

Corporate and Community Services Report No. 72/2014 cont'd...

- |  |                       |   |
|--|-----------------------|---|
| • Greater Green Triangle University Department of Rural Health | (former) Cr Jim Maher | 1 |
| • Limestone Coast Strategic Youth Coalition                    | Cr Steve Perryman     | 1 |
| • Limestone Coast Community Services Roundtable                | none                  | 1 |

Nominations are now sought from Members interested in being Council's endorsed nominee for the abovementioned (SELGA) positions on outside organisations.

**Council Nominations/Appointments to External Bodies & Organisations**

Council has rights (or has been invited) to nominate or appoint membership to the following external bodies and organisations:

<u>External Body or Organisation</u>	<u>Former Member Appointee</u>	<u>Nominees Sought</u>
• Queen Elizabeth Park Trust (QEPT) Board	(former) Cr Mervyn White (former) Cr Allen Smith Cr Des Mutton	3
• Riddoch Art Gallery	(former) Cr Biddie Shearing Cr Ian Von Stanke (proxy)	2 (inc 1 proxy)
• Mount Gambier & District Airport (DC Grant s41)	Cr Andrew Lee	1
• Community Mental Health Network	Cr Hanna Persello	1

Nominations are now sought from Members interested in being Council's endorsed nominee/appointee for the abovementioned positions on external bodies/organisations.

**Nomination Process**

Further information on the available positions may be sought from other Members, Senior Staff, or from the external body/organisation, and available documents are accessible on the Councillor Network Drive together with a pro-forma nomination form.

Members may nominate for available positions by completing the pro-forma and returning it with any supporting information to the Manager - Governance & Property by Friday 9<sup>th</sup> January 2015.

A list of nominations received will be accessible and updated regularly on the Councillor Network Drive to assist Members in determining their nominations.

Nominations received will then be presented to the meeting of Council on 20<sup>th</sup> January 2015 with recommendations to enable the selection and endorsement (by secret ballot if/as necessary) of Council nominees/appointees to the available positions.

**Recommendation:**

- (a) that Corporate and Community Services Report No. 72/2014 be received;
- (b) that nominations by Members to the various Committee and external positions as specified in the report be made to the Manager – Governance & Property by Friday 9<sup>th</sup> January 2015 and presented to the meeting of Council on 20<sup>th</sup> January 2015.

Corporate and Community Services Report No. 72/2014 cont'd...

- (c) that Jeroen Zwijnenburg and Donald Currie be appointed as independent members of Council's Audit Committee until November 2018 (or until such other time as Council resolves), with Jeroen Zwijnenburg to be appointed as Audit Committee Presiding Member.



**Michael McCARTHY**  
MANAGER – GOVERNANCE & PROPERTY

Sighted:



**Mark McSHANE**  
CHIEF EXECUTIVE OFFICER

8<sup>th</sup> December, 2014