

Reference: AF11/862

**MAYOR
COUNCILLORS
CITY OF MOUNT GAMBIER**

Members

1. NOTICE is 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, 20TH SEPTEMBER, 2016 AT 6.00 P.M.**
2. Notice is 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	Monday, 10th October, 2016
Operational Services Committee	Tuesday, 11th October, 2016
Development Assessment Panel	Thursday, 20th October, 2016



Mark McSHANE
CHIEF EXECUTIVE OFFICER

14th September, 2016
TN

CITY OF MOUNT GAMBIER

Meeting to be held at the Council Chamber, Civic Centre, 10 Watson Terrace, Mount Gambier
on Tuesday, 20th September, 2016 at 6.00 p.m.

AGENDA

COUNCIL

PRESENT:

Mayor Andrew Lee

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

APOLOGY/IES:

Nil.

COUNCIL OFFICERS:

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

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 meeting
held on 16th August, 2016 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

ELECTED MEMBERS WORKSHOPS - Ref. AF15/83

<i>Date</i>	<i>Topic for Discussion</i>
18/08//2016	Digital Strategy and Action Plan – Presentation by Explor Consulting
05/09/2016	Service Review Presentation
13/09/2016	Aquatic Centre, Waste Management Costs and Landfill Charges, Orana Salvage Yard Proposal

Records for these Workshops are attached.

..... moved that the Records of Proceedings for the Presentation by Explor Consulting, the Service Review Presentation and Aquatic Centre, Waste Management Costs and Landfill Charges, Orana Salvage Yard Proposal be received and the contents noted.

..... seconded

ELECTED MEMBER TRAINING AND DEVELOPMENT – Governance – Ref. AF11/903

Nil submitted.

COUNCIL ACTION ITEMS - Corporate and Community Services Committee and Operational Services Committee referred to the Council Meeting held 16th August, 2016- Ref. AF11/1718, AF11/866

..... moved that the Council Action Items for the Corporate and Community Services Committee and the Operational Services Committee referred to the Council Meeting held 16th August, 2016 be received and the contents noted.

..... seconded

CORPORATE AND COMMUNITY SERVICES - 12th September, 2016

received. moved that the minutes of the meeting held 12th September, 2016 be

seconded

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

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

Cr Lovett seconded

Carried

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

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

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

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

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

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

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

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

1. Working in collaboration with Tourism Mount Gambier, South Australian Tourism Commission and other relevant tourism bodies and stakeholders to deliver “*Changing the Tourism Culture Plan*”.
2. Attract new tourism investment and infrastructure.
3. Develop a City Vision Planning Framework (20 year vision) to include a City business audit (identifying business needs and potential expansion opportunities) and retail analysis.

4. Develop a “user friendly” economic and social scorecard including key economic performance indicators and have the ability to identify and monitor economic trends and challenges facing the City now and into the future.
5. Develop and implement a “business and community mentor” initiative and ongoing program.
6. Develop communication and investment tools (digital, social media and virtual investment prospectus).
7. Develop and implement a communication and events strategic and action plan.
8. Implement a whole of City brand, identity and awareness program.
9. Initiate a City business/industry employment needs forum (to include representatives from education and research organisations, skills and training providers.)
10. Build and establish relationships with key business, government and industry leaders regionally, nationally and internationally. Including conducting broader stakeholder engagement and consultation.

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

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

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

<p>2017-2037</p> <p><i>Develop a long term City Vision Planning Framework to provide a long term overarching vision and roadmap to deliver a “well connected and innovative city” and will form part of the City Economic BluePrint 2017-2037.</i></p>	<p>Consultant brief under development to engage the services of a consultant to prepare a “City Vision Planning Framework Plan 2017-2037”.</p> <p>The Plan provides a 20 year vision to re-establish the City as the regional centre of choice and will provide clear guidance on policy and investment direction over this timeframe. The Plan will achieve the vision of the city through a coordinated framework and the delivery of transformative projects and initiatives.</p> <p>It will identify the proposed demand for commercial, residential and hotel space in the City.</p> <p>This Plan will be a crucial input into the development of the Economic Development Blueprint</p> <p>The Plan will deliver a coordinated strategy to guide future development, transport and public space investments over the next 20 years to ensure our city heart is safe, attractive and a continued source of pride.</p> <p>A commercial and business audit and retail analysis to be undertaken as part of this process.</p> <p>The plan will consider Business, Cultural and Heritage hubs, Visitor experiences, Aged Care, Industrial and Housing availabilities and opportunities, Digital technologies, Green and Sustainable living and social initiatives and business opportunities.</p>	<p>Plan to be finalised by February 2017</p>
<p>Economic Performance Scorecard and Future Modelling:</p> <p><i>Delivery of “user friendly” economic and social scorecards including key economic performance indicators, identify and monitor economic trends and challenges facing the City now and into the future.</i></p>	<p>Delivery of a “user friendly” economic and social scorecards including key economic performance indicators and have the ability to identify and monitor economic trends and challenges facing the City now and into the future.</p>	<p>Adoption by Council of Economic tools and models, November 2016</p>

	<p>Commenced process with economic research specialist and will include investigation into economic impacts of tourism visitation (increased overnight stays and multiplying impact) and events such as Generation in Jazz and James Morrison Academy. Accessing RDA Profile ID data and other relevant economic data.</p>	
<p>Business/ Community Mentor Program</p> <p><i>Program identifying Business and Industry Mentors to work with businesses and community in capacity and capability.</i></p>	<p>Discussions underway with leading educators, service providers and business/industry to develop mentor program.</p>	<p>Program brief to be developed November 2016.</p>
<p>City Branding and identity</p> <p><i>City of Mount Gambier has the opportunity to embrace a dynamic creative approach to be recognised as one of the nation's leading regional cities.</i></p>	<p>City will need to compete and succeed in attracting visitors, new residents and private and public investment over the coming years as the momentum of national growth continues to move away from the capital cities.</p> <p>The City's 'Big Picture' vision will be well designed and written to tell a story. The story will be what Mount Gambier is and where the City wants to go into the future.</p> <p>The "Big Picture" will also map local, interstate and international connections to Mount Gambier and who we should be engaging with.</p> <p>It will celebrate what is great about Mount Gambier and promote why others would love living and working in this resilient City.</p> <p>Engaged marketing specialist, Peter Joy, to assist Council in undertaking preliminary findings. Peter recently visited Mount Gambier and meet with the Chamber of Commerce, Council and staff, Tourism Mount Gambier, community and business leaders.</p> <p>Further scoping underway to consider approach, engagement and products including community and business consultations.</p>	<p>Timeframe to be reviewed.</p>

<p>City Business Employment Forum</p> <p>Forum to build linkages between businesses, industry, employment and education providers to build an improved and skilled workforce now and into the future.</p>	<p>Discussions regarding a City Business Employment Forum took place with Business and Industry Leaders at the recent workshop on the 28th July 2016. It was widely supported and agreed to commence development of a forum framework.</p>	<p>First forum to be held late November 2016.</p>
<p>Communication and Events Plan and Tools</p> <p><i>Development of a City communication, and event plan including development and adoption of “state of art” social media and marketing tools.</i></p>	<p>Commenced scoping of a city communication and event plan including social media tools.</p>	<p>Timeframe to be reviewed</p>
<p>Investment Prospectus</p> <p>Attract investment opportunities to the City.</p>	<p>Commenced initial investigations into the development and content of virtual investment prospect. Require to identify city assets, products and services to attract investment opportunities. Identify and meet with potential investors (including equity investment companies).</p>	<p>Prospectus to be developed by March 2017.</p>
<p>Visitor Economy (Tourism)</p> <p><i>Visitor Economy: Tourist attraction, investment, increased visitation, & experiences, infrastructure</i></p>	<p>A Council report (Tourism Plan Implementation) went to Council on the 19th July 2016 with several recommendations made based around Council endorsing a Tourism Plan (Changing the Tourism Culture – an industry plan to grow Mount Gambier’s Tourism Economy’) and also providing a budget for a tourism specialist to help deliver the plan. The report was deferred. A second report (Tourism Plan Implementation) went to Council on the 16th August 2016 and was moved as written which includes engaging a tourism specialist for a three year period. Job Advertisement and Position Description finalised and position to be advertised 27 August.</p>	<p>Engagement of a ‘Tourism Specialist’ by October 2016</p>

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

Cr Lovett seconded

Carried

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

Mayor Lee moved it be recommended:

(a) the Minutes of the Strategic Planning Sub-Committee Meeting held on 19th August, 2016 be received;

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

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

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

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

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

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

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

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

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

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

Cr Lynagh seconded

Carried

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

Cr Perryman moved it be recommended;

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

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

(a) Ms Robyn Campbell confirmed that this meeting was not able to be attended, and Ms Campbell would like to attend the September meeting instead;

(b) Ms Robyn Campbell's apology be accepted.

2. **RECONCILIATION ACTION PLAN – Reconciliation Action Plan Progress Table**

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

3. **KEY FOCUS AREAS** – Key Focus Area Progress Table

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

4. **LIMESTONE COAST COMMUNITY SERVICES ROUNDTABLE** – Update

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

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

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

Cr Lovett seconded

Carried

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

The Director Corporate Services reported:

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

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

Cr Meziniec moved it be recommended:

- (a) the report be received;
- (b) the January 2017 meeting schedule be as follows:

- No Standing Committee Meetings for January 2017

- **Agenda for January 2017 Council Meeting will close Friday 6th January, 2017**
- **Council Meeting – Tuesday 17th January, 2017**

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

Cr Lynagh seconded

Carried

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

The Manager – Business and Strategic Planning reported:

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

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

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

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

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

Cr Meziniec moved it be recommended:

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

Cr Perryman seconded

Carried

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

Cr Meziniec moved it be recommended:

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

Cr Lynagh seconded

Carried

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

Cr Meziniec moved it be recommended:

- (a) **Corporate and Community Services Report No. 63/2016 be received;**

- (b) the Budget Update as at 30th June, 2016 as presented with this Report be adopted by Council with all amendments to be made to the 2015/2016 Council Budget.

Cr Lovett seconded

Carried

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

Cr Meziniec moved it be recommended:

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

Cr Perryman seconded

AMENDMENT

Mayor Lee moved an amendment:

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

Cr Lovett seconded

The amendment was put and

Carried

The amendment became the motion and was put and

Carried

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

Cr Meziniec moved it be recommended:

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

Cr Perryman seconded

Carried

OPERATIONAL SERVICES – 13th September, 2016

received. moved that the minutes of the meeting held 13th September, 2016 be

seconded

1. COMMITTEES - Internal - Operational Services Committee - re Projects to be undertaken by the Operational Services Department, Engineering Division, during month - Ref. AF11/866

The Presiding Member 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>
• Rail Trail - Pick Avenue to White Avenue	90%
• Carinya Gardens road extension	50%
• Gray Street (CBD renewal)	50%
• Harvie Street (concrete footpath construction)	15%

Railway Lands

• Major art piece tracks (paving works)/signalling change	90%
• Heritage elements (fence and stobie poles)	80%

Completed Tasks

- Davison Street - retention basin (fencing)
- Pine Tree removal - selective thinning
- CBD Renewal - Percy Street paving works

Cr Von Stanke moved the report be received.

Cr Greco seconded

Carried

2. ENVIRONMENTAL MANAGEMENT - Environmental Protection (Air Quality) Policy 2016 - Ref. AF15/257

The Presiding Member reported:

- (a) Members will be aware that the Environment Protection (Air Quality) Policy 2016 came into effect on 23rd July 2016;
- (b) the policy reduces the impact of smoke and other air pollutants on communities across the state. The policy can be viewed at the following link (copy also attached to agenda):

[https://www.legislation.sa.gov.au/LZ/C/POL/ENVIRONMENT%20PROTECTION%20\(AIR%20QUALITY\)%20POLICY%202016/CURRENT/2016.-.UN.PDF](https://www.legislation.sa.gov.au/LZ/C/POL/ENVIRONMENT%20PROTECTION%20(AIR%20QUALITY)%20POLICY%202016/CURRENT/2016.-.UN.PDF)

- (c) the policy will have an immediate impact on the residents of Mount Gambier. These changes specifically relate to:

Outdoor burning within the City

Part 2, Division 1 - Burning offences, a person must not cause or permit the burning of matter by fire in the open on any land within a council area.

Exceptions to this are:

- burning agriculture or forestry waste for bushfire prevention;
- lighting or maintaining a fire using charcoal, dry wood or other dry matter for the purpose of preparing food and beverages; or
- burning charcoal (but not wood or other plant material) in a brazier, chiminea or fire pit for domestic heating.

Council, as the relevant authority, can issue a permit to carry out any 1 or more of the following burning activities outside of a fire danger season;

- burning agriculture or forestry waste; or
- Burning off vegetation for fire prevention control; or
- Burning vegetation for any other purpose.

The sale, installation or interference of solid fuel heaters

Part 2, Division 2 - A person must not sell a solid fuel heater unless it complies with the Australian Standard for emissions (AS/NZS 4013) and be installed in accordance with AS/NZS 2918.

A person must not alter or mark the structure, exhaust system or air inlet of a solid fuel heater in relation to which a certificate of compliance exists.

Operation of solid fuel heaters

The owner or occupier of a premises at which a solid fuel heater is used must not cause or permit excessive smoke to be emitted to the air from the heater. Smoke emitted to the air from a solid fuel heater will be taken to be excessive if;

- a visible plume of smoke extends into the air from a flue or chimney of the heater for a continuous period of not less than 10 minutes; and
- includes a period of not less than 30 seconds when the plume extends into the air at least 10m from the point at which the smoke is emitted from the flue or chimney.

Sale of green fire wood

A person must not cause or permit the sale of firewood or other solid fuel for use in a solid fuel heater of the moisture content of the firewood or other solid fuel exceeds 25% dry weight.

A retailer of firewood may store firewood or solid fuel with a moisture content of greater than 25% dry weight on retail premises if it is kept in a separate area clearly marked by a sign stating it is not for retail sale.

It is an offence by a retailer if a selection of 10 or more pieces of firewood or other solid fuel with a moisture content of greater than 25% dry weight is available for retail sale on the retailers premises (includes any place or vehicle occupied by the retailer).

- (d) residents living within residential areas of the City will only be able to burn outdoors or use solid fuel heaters under the prescribed activities and anything beyond these regulations are considered a Category B offence under the EPA Act;

- (e) under Part 2, Division 3 - Council can declare that localised air quality objectives apply within a designated area of the State. It is suggested Council consider adopting an amendment to the policy that precludes the burning restrictions on land owners where their allotment is greater than 3,000m² in area. This will allow only a few outskirt land owners to burn in the open without a permit.

Cr Von Stanke moved it be recommended:

- (a) The report be received;
- (b) Council seek to have any allotments greater than 3,000m² with a permit fee of \$100 to apply for permit.

Motion lapsed for want of a seconder.

Cr Morello moved it be recommended:

- (a) **The report be received;**
- (b) **Council seek to have any allotments greater than 3,000m² exempted from the Policy and where a permit is required to burn outdoors, a permit fee of \$\$40/permit to apply.**

Mayor Lee seconded

Carried

3. INFRASTRUCTURE - Public Reaction - Request to alter Town Hall Clock Chimes - Ref. AF11/1262

The Presiding Member reported:

- (a) Council has received a request from Carolyn Flood (refer attached), who has recently moved into the upper floor of the Jens Annex building, to turn off the Town Hall clock chimes at night time;
- (b) the electronic “brain” that controls the clock mechanism can be configured not to chime during specified hours and Council has removed the half hourly chime from night time hours already;
- (c) the Town Hall clock has chimed for many, many years with very little complaint and is possibly considered to be a very “traditional” practice.

Cr Mutton moved it be recommended:

- (a) **The report be received;**
- (b) **Council advise Carolyn Flood that her request is respectfully declined.**

Mayor Lee seconded

Carried

4. TRAFFIC MANAGEMENT - Regulating - Parking On-Street - Ferrers Street - Buslink SA - Ref. AF11/1880

The Presiding Member reported:

- (a) Council, at its meeting held on 16th August 2016 resolved:

“ (b) Council contact Buslink SA Manager, Mr Michael Suto, to determine bus parking procedures at the Ferrers Street bus stop;

(c) *undertake a safety review of the Ferrers Street bus stop and table the report at the October Operational Services Committee meeting.*”

- (b) a meeting was held on Tuesday, 30th August 2016 to discuss the matter of bus parking with:
- Mr Michael Suto, Buslink SA Manager
 - Mr Daryl Sexton, Director Operational Services
 - Mr Daryl Morgan, Engineering Manager
 - Mr Derek Ferguson, Team Leader General Inspector
- (c) the results of these discussions determined that there is a small period on each day where there are three buses at the Ferrers Street bus stop at the same time and that there is insufficient space in the current zones for the buses to park without blocking part of the driveway to the Varcoes building;
- (d) whilst it is acknowledged that this only occurs for a small period of time each day, it is however an inconvenience to any vehicle trying to enter or exit through the Varcoes building driveway;
- (e) given that Council has resolved to demolish the Red Cross building a very simple solution to this problem has now materialised, as the pending demolition will remove two driveways that connected the Red Cross building to Ferrers Street. As these driveways will no longer be required once the building is demolished this area (approximately 22 metres) can then be converted to bus parking which will alleviate the need for the third bus to stop in front of the Varcoes building driveway;
- (f) the conversion of the Red Cross building footprint to carparking will connect to the existing Sturt Street carpark and there will be no need for an additional driveway onto Ferrers Street. Accordingly the entire Ferrers Street frontage to the Red Cross building can now be converted to a bus stop;
- (g) the requested location for the bus zone is shown on the attached aerial map.

Cr Von Stanke moved it be recommended:

- (a) **The report be received;**
- (b) **The Traffic Impact Statement attached to the Operational Services Committee agenda be endorsed by Council;**
- (c) **Council rescind resolution number 3.2.117;**
- (d) **The City of Mount Gambier pursuant to Ministerial delegation resolves the following:**

**Prohibited Area
2.1.086**

BUS ZONE

FERRERS STREET (WESTERN SIDE) - from 156.0 metres south of the intersection with Commercial Street East to 221.0 metres south of the said intersection, to apply between 8:00 a.m. to 5:30 p.m. Monday to Friday and 8:00 a.m. to 12:00 noon Saturday.

to be effective on the installation of appropriate signage.

Cr Greco seconded

Carried

5. **SOCIAL, CULTURAL AND COMMUNITY SERVICES - Recreation and Sport - Proposal for Disc Golf Park - Ref. AF11/1630**

The Presiding Member reported:

- (a) Mr Ryan Nicholson has approached Council with a proposal for a Disc Golf Park in the Brownes Lake area. Disc Golf is an emerging sport and recreation activity (see information attached to agenda) and is suitable for all people to participate in;
- (b) Mr Nicholson has produced a plan of an 18 hole course (indicative plan only) that indicates a quality course is certainly possible;
- (c) Members can find a reference to a Disc Golf Course in the August edition of Focus magazine (third last page) or refer to link <http://www.lgfocus.com.au/editions/2016-08/first-free-disc-golf-park-for-south-australia.php>;
- (d) the significant benefits of this sport are the relatively low cost for establishment (likely to be in the order of \$20,000), the course can be used by other users concurrently and requires no specific maintenance and most importantly the course can be played by almost anyone, irrespective of skill or fitness level. The activity provides for excellent exercise with the only financial outlay being for some suitable discs to throw;
- (e) the purpose of this report is to introduce the proposal to Council and to seek endorsement to further research and develop a more complete proposal, with accurate costings, for further discussion.

Cr Von Stanke moved it be recommended:

- (a) **The report be received;**
- (b) **Council request the Director Operational Services to further research and develop the proposal for a Disc Golf facility at Brownes Lake and provide a further report to Council for consideration.**

Cr Greco seconded

Carried

6. **COMMITTEES - City of Mount Gambier Building Fire Safety Committee - Minutes of Meeting held 22nd August 2016 - Ref. AF15/571**

Cr Von Stanke moved it be recommended:

- (a) **Minutes of the City of Mount Gambier Building Fire Safety Committee meeting held on Tuesday, 22nd August 2016 be received;**
- (b) **the decisions made by the City of Mount Gambier Building Fire Safety Committee be noted.**

Cr Greco seconded

Carried

7. **COMMITTEES - Council Development Assessment Panel - Minutes of Meeting held 18th August 2016 - Ref. AF15/554**

Cr Von Stanke moved it be recommended:

- (a) **Minutes of the Council Development Assessment Panel meeting held on Thursday, 18th August 2016 be received;**

(b) the decisions made by the Council Development Assessment Panel be noted.

Cr Greco seconded

Carried

8. **COMMITTEES** - Environmental Sustainability Sub-Committee - Minutes of Meeting held 6th September 2016 - Ref. AF12/377

Cr Von Stanke moved it be recommended:

(a) Minutes of the Environmental Sustainability Sub-Committee held on Tuesday, 6th September 2016 be received;

(b) the following recommendations (number 1 to 4) of the Environmental Sustainability Sub-Committee be adopted by Council:

1. **EDIBLE PLANTS IN COMMUNITY SPACES**

- The report be received.
- Council continue the Edible Plants in Community Spaces program.

2. **SPARK MEFL CONFERENCE SUMMARY REPORT 2016**

- The report be received and contents noted.
- Environmental Sustainability Officers further investigate opportunities for transitioning the Council and community to a low carbon future.

3. **NATURAL STEP FRAMEWORK AND THE COMMUNITY PLAN**

- The report be received and contents noted.

4. **REPORTS FOR INFORMATION**

- The current table outlining projects for 2016 (as attached to the Environmental Sustainability Sub-Committee agenda) be received and noted for information.

Cr Greco seconded

Carried

COUNCIL ITEM

1. **HEALTH MANAGEMENT – Advocating – Emergency Ophthalmology Services – Mount Gambier Hospital – Ref. AF16/250**

At the Council Meeting of 19th July 2016, Council resolved:

“(b) Council correspond with the Health Minister, Hon. Jack Snelling to:

- (i) ascertain if these reports are correct;*
- (ii) if so, an explanation be provided as to the rationale for this decision;*
- (iii) again if so, what are the alternatives for residents of this region who require emergency ophthalmology services.”*

A letter was sent to the Health Minister and a response has been received with a copy attached for information of Members.

moved it be recommended:

- (a) Council Item 1 and Minister’s letter be received.

seconded

MOTIONS WITH NOTICE - Nil

MOTION(S) WITHOUT NOTICE -

CONSIDERATION FOR EXCLUSION OF PUBLIC

moved that the following item(s) be received, discussed and considered in confidence by excluding the public pursuant to Section 90 (2) of the Local Government Act, 1999 and an order be made that the public (with the exception of Council Members: Mayor Andrew Lee, Cr Christian Greco, Cr Mark Lovett, Cr Josh Lynagh, Cr Frank Morello, Cr Des Mutton, Cr Hanna Persello, Cr Penny Richardson, Cr Ian Von Stanke and Council Officers: Mark McShane, Grant Humphries, Daryl Sexton, Barbara Cernovskis, Michael McCarthy, Tracy Tzioutziouklaris and Tracey Nisbet now present) be excluded from the meeting in order for the item(s) to be considered in confidence.

Council is satisfied that, pursuant to section 90(3)(a) of the Act, the information to be received, discussed or considered in relation to the Agenda Item is information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead), being Mr S Waye because it contains information within the definition of 'personal affairs' under section 90.

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

ITEM NO.	SUBJECT MATTER	S90(3) GROUNDS
Corporate and Community Services Committee		
12.	<u>DEVELOPMENT CONTROL</u> - Development Applications - Environment Resources Development (ERD) Court Actions - Ref. AF12/246	(a)

seconded

CONSIDERATION FOR EXCLUSION OF PUBLIC

moved that the following item(s) be received, discussed and considered in confidence by excluding the public pursuant to Section 90 (2) of the Local Government Act, 1999 and an order be made that the public (with the exception of Council Members: Mayor Andrew Lee, Cr Christian Greco, Cr Mark Lovett, Cr Josh Lynagh, Cr Frank Morello, Cr Des Mutton, Cr Hanna Persello, Cr Penny Richardson, Cr Ian Von Stanke and Council Officers: Mark McShane, Grant Humphries, Daryl Sexton, Barbara Cernovskis, Michael McCarthy, Tracy Tzioutziouklaris and Tracey Nisbet now present) be excluded from the meeting in order for the item(s) to be considered in confidence.

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

and

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

and

The Council is satisfied that the principle that the meeting be conducted in a place open to the public has been outweighed in the circumstances because disclosure of the information would involve an unreasonable disclosure of the financial and personal affairs of a ratepayer and which could compromise Council's position in relation to recovering the outstanding rates and in any associated litigation and sale of land.

ITEM NO.	SUBJECT MATTER	S90(3) GROUNDS
Corporate and Community Services Committee		
13.	SALE OF LAND FOR NON PAYMENT OF RATES - Notice of Intention to Sell Land for Non-Payment of Council Rates - Ref. AF15/491	(a) & (i)

seconded

**MEMBERS INFORMAL WORKSHOP
DIGITAL STRATEGY AND ACTION PLAN
PRESENTATION BY EXPLOR CONSULTING
THURSDAY 18TH AUGUST, 2016**

RECORD OF PROCEEDINGS
Thursday 18th August, 2016 at 6.00 p.m.
Civic Centre, Mount Gambier

WORKSHOP PRESENTED BY: Explor Consulting

MEMBERS PRESENT:-

Mayor Andrew Lee
Cr Penny Richardson
Cr Des Mutton
Cr Mark Lovett
Cr Frank Morello
Cr Ian Von Stanke

STAFF PRESENT:-

Mark McShane, Chief Executive Officer
Barbara Cernovskis, Manager Community Services and
Development
Kristina Roberts, Economic Development Manager
Simon Wiseman, Economic Development Coordinator
Grant Humphres, Director - Corporate Services

GUESTS:-

David Bartlett, Explor Consulting
Peter Croger, Explor Consulting

MEMBERS APOLOGIES:-

Cr Christian Greco
Cr Josh Lynagh
Cr Steven Perryman
Cr Hanna Persello
Cr Sonya Meziniec

A workshop for Elected Members was held on Thursday 18th August, 2016 to receive a presentation by Explor Consulting re Digital Strategy and Action Plan.

Workshop concluded at 7.00 p.m.

**MEMBERS INFORMAL WORKSHOP
SERVICE REVIEW PRESENTATION
MONDAY 5TH SEPTEMBER, 2016**

RECORD OF PROCEEDINGS
Monday 5th September, 2016 at 5.30 p.m.
Civic Centre, Mount Gambier

MEMBERS PRESENT:-

Mayor Andrew Lee
Cr Ian Von Stanke
Cr Penny Richardson
Cr Mark Lovett
Cr Frank Morello
Cr Hanna Persello
Cr Steve Perryman

STAFF PRESENT:-

Tracy Tzioutziouklaris – Manager Business & Strategic
Planning
Mark McShane – Chief Executive Officer
Daryl Sexton – Director – Operational Services
Grant Humphries – Director – Corporate Services

MEMBERS APOLOGIES:-

Cr Sonya Meziniec
Cr Christian Greco

Workshop concluded at 6.50 p.m.

**MEMBERS INFORMAL WORKSHOP
AQUATIC CENTRE, WASTE MANAGEMENT COSTS AND LANDFILL CHARGES,
ORANA SALVAGE YARD PROPOSAL
TUESDAY 13TH SEPTEMBER, 2016**

RECORD OF PROCEEDINGS
Tuesday 13th September, 2016 at 5.30 p.m.
Civic Centre, Mount Gambier

MEMBERS PRESENT:-

Mayor Andrew Lee
Cr Ian Von Stanke
Cr Josh Lynagh
Cr Christian Greco
Cr Frank Morello
Cr Sonya Meziniec

STAFF PRESENT:-

Mark McShane – Chief Executive Officer
Daryl Sexton – Director – Operational Services
Michael Silvy – Manager Regulatory Services
Kahli Rolton – Account Manager

GUESTS:-

Peter Collins
Barney McCusker

MEMBERS APOLOGIES:-

Cr Hanna Persello
Cr Mark Lovett
Cr Des Mutton

A workshop for Elected Members was held on Tuesday, 13th September, 2016 to discuss:

- Costs to open the Aquatic Centre on 1st October rather than mid October;
- Year-round swimming pool;
- Waste Management costs and Landfill charges
- Update on the status of Orana Materials Recovery Facility salvage yard proposal.

Workshop concluded at 7.20 p.m.

City of Mount Gambier

Corporate and Community Services Committee 08/08/2016 - Council Meeting 20/09/2016

Committee	Item No.	Action	Responsible	Status
Corporate & Community Services Items	1. <u>FINANCIAL STATEMENT</u> – as at 31st July, 2016	The financial statement as at 31 st July, 2016 be received.	DCS/FM	No Action
	2. <u>ORGANISATIONS AND ASSOCIATIONS</u> - Local Government Association - Annual General Meeting	<p>(a) the Mayor be appointed as the delegate to represent Council at the 2016 LGA Conference and Annual General Meeting of the Local Government Association of South Australia to be held in Adelaide on Thursday 20th October, 2016 and Friday 21st October, 2016. The Chief Executive Officer and the Mayor will be registered to attend;</p> <p>(b) Cr Richardson be appointed proxy delegate to represent Council should the Mayor not be able to attend the General Meeting;</p> <p>(c) the Local Government Association be advised Council does not wish to submit any notice of motions;</p> <p>(d) other Councillors may wish to attend the LGA AGM and should express their interest to Lynne Dowling, Team Leader Executive Support by Wednesday 31st August, 2016.</p>	CEO/TLES	Completed
	3. <u>ORGANISATIONS AND ASSOCIATIONS</u> - Local Government Finance Authority Notice of Meeting	<p>(a) the Mayor or his delegate (Deputy Mayor Cr Penny Richardson) be appointed as the delegate to represent Council at the 2016 Annual General Meeting of the Local Government Finance Authority to be held in Adelaide on Friday, 21st October 2016;</p> <p>(b) the Local Government Finance Authority be advised Council does not wish to:</p> <p>(i) make a nomination for a Board Member;</p> <p>(ii) submit any Notice of Motion to the above meeting.</p>	CEO/TLES	Completed

		<p>7. <u>AUDIT COMMITTEE SELF ASSESSMENT OF PERFORMANCE</u> - AF11/863</p> <p>(a) it be recommended the report be received;</p> <p>(b) the Audit Committee record that it is satisfied that its performance is meeting Council and other relevant Authority's standards and expectations</p> <p>8. <u>AUDIT COMMITTEE TERMS OF REFERENCE</u> - Ref. AF11/863</p> <p>(a) it be recommended the report be received;</p> <p>(b) the Audit Committee Terms of Reference (as reviewed) be endorsed by Council.</p> <p>9. <u>AUDIT COMMITTEE WORK PROGRAM 2014-2018</u> - Ref. AF11/863</p> <p>(a) it be recommended the report be received;</p> <p>(b) the revised Work Program 2014-2018 (Version 9) be adopted.</p> <p>10. <u>CORPORATE AND COMMUNITY SERVICES REPORT NO. 55/2016</u> - Audit Committee Annual Report to Council - AF11/863</p> <p>(a) it be recommended that Corporate and Community Services Report No. 55/2016 be received;</p> <p>(b) that the Audit Committee adopt the 2015/2016 City of Mount Gambier Audit Committee Annual Report, as presented in Corporate and Community Services Report No. 55/2016.</p> <p>11. <u>GOVERNANCE</u> - Audit Committee - Resignation, Mr Donald Currie – Ref. AF11/863</p> <p>(a) it be recommended the report be received;</p> <p>(b) Mr Currie's resignation be received with regret and he be formally thanked via letter for his services to the Audit Committee over the past five (5) years.</p>	<p>DCS</p> <p>DCS</p> <p>DCS</p> <p>DCS</p> <p>DCS</p>	<p>Completed</p> <p>Completed</p> <p>Completed</p> <p>Completed</p> <p>Completed</p>
--	--	--	--	--

Committee	Item No.	Action	Responsible	Status
	6. <u>PROPERTY MANAGEMENT</u> - Railway Lands Activation Team update	(a) The evaluation report on the Railway Lands Activation Team be received;	MCSD	Completed
	7. <u>CORPORATE AND COMMUNITY SERVICES REPORT NO. 56/2016</u> - Inquiry into Local Government Rate Capping Policies -	(a) Corporate and Community Services Report No. 56/2016 be received; (b) Council provide the following response in the LGA template format on the Agenda	MGP/DCS	Completed
	8. <u>CORPORATE AND COMMUNITY SERVICES REPORT NO. 57/2016</u> - Strategic Plan / Achievement of Key Performance Indicators Quarterly Report, June 2016	(a) Corporate and Community Services Report No. 57/2016 and the June, 2016 Quarterly Summary KPI report be received and endorsed by Council.	MSP	Completed
	9. <u>CORPORATE AND COMMUNITY SERVICES REPORT NO. 58/2016</u> - Economic Development - Tourism Plan Implementation	(a) Corporate and Community Services Report No. 58/2016 be received; (b) Council : 1) Endorses the <i>“Changing the Tourism Culture” – an industry plan to grow Mount Gambier’s Tourism Economy</i> tourism plan. 2) Endorses the joint partnership of Council and Tourism Mount Gambier to deliver the tourism plan. 3) Council’s 2016/2017 Tourism budget of \$160,000 (GL Code 6350.0815) is applied in partnership with Tourism Mount Gambier to achieve actions and outcomes as detailed in the Industry Plan. It is recommended that similar partnership funding be provided in the next 2 financial years. 4) Acknowledge that within the allocated budget engagement of a tourism specialist to deliver the tourism plan and the position to be engaged and supported by Council including the provision of in kind support for a three year period. 5) Request Tourism Mount Gambier establish Key Performance Indicators as agreed between Tourism Mount Gambier and the City of Mount Gambier to provide quarterly reports to Council on tourism plan performance and financial reporting. 6) Provide Councillor representation on the Tourism Mount Gambier Board.	CEO/EDM	Completed

Committee	Item No.	Action	Responsible	Status
	10. <u>CORPORATE AND COMMUNITY SERVICES REPORT NO. 59/2016</u> - Governance - Review of Confidentiality Orders	(a) Corporate and Community Services Report No. 59/2016 be received; (b) The following Confidential Orders, having been reviewed by Council, continue in operation on the grounds provided within Attachment 1 to Report 59/2016. (i) Council 18/8/2015 – Railway Lands Development and Management Committee 7/8/2015 - Item 7 PROPERTY MANAGEMENT - Railway Lands - Expression of Interest - Management of Community Markets (ii) Council 18/8/2015 – Railway Lands Development and Management Committee 7/8/2015 - Item 8 - PROPERTY MANAGEMENT - Railway Lands - Expression of Interest - Occupation and Use of Old Railway Station Building	MGP	Completed
	11. <u>CORPORATE AND COMMUNITY SERVICES REPORT NO. 60/2016</u> - Internal Review of Council Actions - Ref. AF11/1749	(a) Corporate and Community Services Report No. 60/2016 be received; (b) The content of Corporate and Community Services Report No. 60/2016 be material that is to be included in Council's 2015/16 Annual Report.	MGP	Completed
	12. <u>CORPORATE AND COMMUNITY SERVICES REPORT NO. 61/2016</u> - Frew Park (Ambulance Station) Development	(a) Corporate and Community Services Report No. 61/2016 be received.	MGP	Completed

City of Mount Gambier

Council Meeting 20th September 2016 - Operational Services Action Items

Committee	Item	Action	Responsible	Status
Operational Services (June 2016)	5. <u>INFRASTRUCTURE</u> - Maintenance - Request for Removal of Street Tree - Helloworld - James Street Car Park - Ref. AF15/546	<ul style="list-style-type: none"> • Council authorise the removal of the southernmost Melaleuca tree given it has started to split. • Council authorise the removal and replacement of the remaining three trees as part of the 2016/2017 City Centre Redevelopment Project which includes the upgrade of the James Street carpark. • Council undertake the required routine pruning to the remaining trees and remove all existing deadwood and twiggy dieback to help ensure the trees are maintained in a safe manner until the carpark upgrade commences. 	ETO	In Progress
	6. <u>INFRASTRUCTURE</u> - Street Tree Planting Program 2017 - Ref. AF16/212	<ul style="list-style-type: none"> • Council approves the proposed schedule of trees that have been selected for removal to allow for uniformity in the 2017 Street Tree Program as outlined in Policy T120. • Council notifies all residents and utilities affected by the plantings, and invite comment on same (in accordance with Councils Public Consultation Policy). • Council adopts the program for the 2017 Street Tree Program so that the proposed species of trees selected may be pre-ordered. 	ETO	In Progress
	7. <u>TRAFFIC MANAGEMENT</u> - Regulating - Parking On-Street - Grant High School - Request for Extension of Bus Zone - Newsham Avenue (Northern Side) - Ref. AF11/1880	<ul style="list-style-type: none"> • Council Officers prepare a design and estimate for a car park extension to the Hosking Avenue carpark with the view to referring this matter to Council for consideration for inclusion in the 2017/2018 budget. • the Traffic Impact Statement to extend the bus zone on Newsham Avenue (as attached to the Operational Services Committee agenda) be endorsed by Council. • Council rescind the previous bus zone resolution on Newsham Avenue. • the City of Mount Gambier, pursuant to Ministerial delegation resolves the following: Prohibited Area BUS ZONE 2.1.085 NEWSHAM AVENUE (northern side) - from 10.0 metres east of the intersection with Hosking Avenue to 62.0 metres east of the said intersection, to apply at all times, to be effective on the installation of appropriate signage. 	EM	In Progress

Operational Services (July 2016)	4. <u>INFRASTRUCTURE</u> - Maintenance - Request for Removal of Street Trees - 4 and 14 Umpherston Street, Mount Gambier - Ref. AF15/546	<ul style="list-style-type: none"> Council authorise the removal of the two large Desert Ash trees located adjacent to numbers 4 and 14 Umpherston Street so that the repairs to the road and kerbing can be carried out and completed. 	ETO	Completed
Operational Services (August 2016)	2. <u>INFRASTRUCTURE</u> - Maintenance - Request for Removal of Street Trees - Duigan Street and Swan Street, Mount Gambier - Ref. AF15/546	<ul style="list-style-type: none"> The report be received. Council notifies all residents affected by the plantings and invite comment on same (in accordance with Council's Public Consultation Policy). 	ETO	In Progress
	5. <u>COMMITTEES</u> - Environmental Sustainability Sub-Committee - Minutes of Meeting held 2 nd August 2016 - Ref. AF12/377	<ul style="list-style-type: none"> The following recommendations (number 1 to 7) of the Environmental Sustainability Sub-Committee be adopted by Council: <ol style="list-style-type: none"> <u>SOLAR SYSTEMS AT COUNCIL FACILITIES</u> <ul style="list-style-type: none"> The report be received. <u>EDIBLE PLANTS (FRUIT TREES) - HASTINGS CUNNINGHAM RESERVE</u> <ul style="list-style-type: none"> The report be received. Plant five fruit trees on the northern boundary of Hastings Cunningham Reserve, in order for fruit to be accessible to users of the Rail Trail. <u>KITCHEN CADDY ROLL OUT PROGRAM</u> <ul style="list-style-type: none"> The report be received. <u>RECYCLE RIGHT BIN TAGGING PROGRAM</u> <ul style="list-style-type: none"> Environmental Sustainability Report No. 4/2016 be received. Council continue the Bin Tagging Program and provide incentives for improving the recycling behaviour of participating households; including 10 gift vouchers worth \$20.00 each. Council continue to enhance the waste and recycling education strategy through continued promotional material and increased local media activity. <u>EDUCATION PROGRAM - OATMILL CINEMA ADVERTISING</u> <ul style="list-style-type: none"> The report be received and contents noted. <u>SUSTAINABILITY INNOVATION FUND</u> <ul style="list-style-type: none"> The report be received. 	ESO's	In Progress

		<ul style="list-style-type: none"> - Council endorse the activation of the Environmental Sustainability Innovation Fund and in accordance with the recommendation actions in the report. <p>7. <u>REPORTS FOR INFORMATION</u></p> <ul style="list-style-type: none"> - The current table outlining projects for 2016 (as attached to the Environmental Sustainability Sub-Committee agenda) be received and noted for information. 		
	<p>6. <u>OPERATIONAL SERVICES REPORT NO. 5/2016</u> - Property Management - 18 Ferrers Street (Former Red Cross) - Lease and Demolition of Building - Ref. AF11/1466</p>	<ul style="list-style-type: none"> • Operational Services Report No. 5/2016 be received. • Council proceed with the demolition of the former Red Cross building located at 18 Ferrers Street, with costs to be debited to Account 7900.3999. • Council refer an amount of \$58,000 to the 2017/2018 budget for consideration of the construction of an off street carpark on the site referred to in part (b). • The family of Mr & Mrs E Krull be thanked for their interest in obtaining the memorial plaque at 18 Ferrers Street and Council advise that it intends to maintain the plaque and other commemorative items on site as historical records of the past community contribution and use. 	DOS	Completed

STRATEGIC PLANNING SUB-COMMITTEE REPORT NO. 05/2016

SUBJECT: COMMUNITY PLAN - BEST PEOPLE BEST COMMUNITY - SERVICE REVIEW

REF: AF16/185

INTRODUCTION

Best People Best Community is about the delivery of the Community Plan through a review of all services to identify Council's strengths and ability to deliver services efficiently and effectively. Best People Best Community has been developed as a link between the strategic and operational goals, turning strategy into reality.

The objectives of Best People Best Community are:

- A responsive and performance driven Council.

We are responsive to community needs to provide strong leadership, foresight and planning, including the delivery of the Community Plan. We deliver quality services to our community by innovating and optimizing the available resources and technology. We will maximize our performance and strive for continual improvement in organizational and personal achievement.

- A great place to work.

Ensuring Council is an employer of choice that provides a safe workplace and attracts and retains capable and committed staff and volunteers.

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

DISCUSSION

Best People Best Community

It is a dual purpose cultural plan which links the performance management system and staff development plans to the delivery of the Community Plan measured through a continual improvement process that includes the identification of all services through a service and functional review followed by a structural review completing the connection.

Stage 1: Service Register

Significant work has commenced on Stage 1 of Best People Best Community. This involves information gathering and the identification of all of the services provided by Council. To ensure the systematic recording of the services provided, a Service Register is being developed to identify and understand exactly what services are delivered by Council and base line data regarding each service.

This information gathering process and the development of a Service Register will be completed at the end of August, 2016.

Strategic Planning Sub-Committee Report No. 05/2016 cont'd...

Stage 2: The Service Review/Functional Review

The Service Review is a comprehensive list of all services provided, coordinated or funded by the City of Mount Gambier. It helps to understand what services Council provides, which services are legislated and how much they cost to deliver.

The Service Review will assess a service on two levels:

1. The level of alignment with the Strategic Goals as contained within the Community Plan and Council core business.
2. Options per alternative service delivery.

The Service Review is intended to identify whether:

- To continue with the level of a service;
- To identify alternative Service Delivery Models;
- To decrease the level of service;
- To provide no service; and
- To increase the level of service.

The second element investigates how well a service meets intended performance outcomes and identifies:

- Maintain performance;
- Continuous improvement;
- Value and efficiency; and
- Delivery review.

This review considers the alignment of services provided with the Community Plan. It supports decision making and enables Council to strategically analyse a particular service and question why the service is provided, what Council's role is, how well it is provided and whether the service should continue to be provided into the future.

Stage 3: Structural Review

Following the Service Review and Functional Review phases recommendations are developed on the future delivery of the service and consideration is given on how best to structure the organisation to achieve the required services and functions.

The new Community Plan is a significant departure from previous strategic plans and along with other demands on Council necessitates a structure best able to deliver services into the future. Informed by the reviews and input from senior staff a revised organisational structure will be developed for implementation in the first quarter of 2017.

Reporting Structure

Best People Best Community is a cultural change program which links performance management, staff development, organisational culture and our values with the delivery of the Community Plan.

As part of Best People Best Community, it is anticipated that the reporting structure to Council will also be reviewed. As an example should the structure of the organisation reflect the four goals within the Futures Paper (Council's long term strategic plan) and subsequently the Community Plan:

Strategic Planning Sub-Committee Report No. 05/2016 cont'd...

- Our People
- Our Location
- Our Diverse Economy
- Our Climate, Natural Resources, Arts, Culture and Heritage

Following consideration of the organisational structure of Council consideration will also need to be given to the Standing Committee and Sub-Committee structure of Council to provide an effective reporting process between the administration and Elected Members of Council.

Business Unit Planning/KPI's & PDR's

During the implementation of the new organisation structure, new Business Unit Plan Key Performance Indicator's (KPI's) will be developed that align with and deliver the strategies in the Community Plan. From the Business Unit Plan new revised individual KPI's will be developed and incorporated into the Performance Development Review (PDR) process. The PDR has been simplified and targets the key outcomes expected from each employee.

Timeframe/Schedule of Activities

A timeframe/Schedule has been developed for the delivery of Best People Best Community and is outlined as follows:

August 2016	Service Register established SWOT Analysis commences
September 2016	SWOT Analysis completed Review of all findings
October 2016	Functional Review undertaken
November/December 2016	Organisational Structural Review undertaken
January 2017	New Structure implementation commences Performance Management Training New Business Plans created New Performance Development Review's established

Involvement of Council Members and Employees

The Strategic Planning Sub-Committee will be provided with regular updates and information throughout Best People Best Community via regular meetings. The Strategic Planning Sub-Committee reports to Council and will provide guidance, recommendations and advice in relation to this process as required.

In addition to the role of the Strategic Planning Sub-Committee, workshops will be held to provide briefings and updates to all Elected Members. A workshop has been scheduled on Monday 5th September, 2016 commencing at 5.30 p.m. in the Level 1 Committee Room to provide information on Best People Best Community.

Strategic Planning Sub-Committee Report No. 05/2016 cont'd...

All Council employees have been and will continue to be involved within the Best People Best Community program. It is the individuals who have the best understanding of their role, what services they provide and what services they play a role in. Individual involvement within the Best People Best Community process is overseen and supported by their Supervisor/Manager and Director.

All employees have been involved in the data collection process associated with the identification of services delivered by Council. Senior Staff will then be provided with training to be able to lead the SWOT Analysis process for each service identified.

Not only is Best People Best Community a review process investigating the efficient and effective service delivery as outlined within the Community Plan, it also provides a strong focus on staff development. It is designed to build staff capacity, be inclusive, build capacity to think innovatively, challenge the status quo and embed a culture of continuous improvement.

CONCLUSION

Best People Best Community has primarily one key purpose to develop an understanding throughout Council of the resourcing implications of the Community Plan. Any review of the structure of the organisation will occur following the Service and Functional Reviews and will be guided by the Community Plan. It is important to note that this review focuses on the efficient and effectiveness of services delivered by Council for the community. It is about targeting improvements to Council's service delivery and aligning efforts towards achieving the aspirations of the Community Plan. In achieving the Community Plan and meeting challenges for future service delivery and focus will also be on what services will be resourced to deliver outcomes.

Best People Best Community is also about identifying training and development opportunities for employees so as to equip people with the best skills for their future.

Change programs and organisational reviews can create a level of employee concern and apprehension about the future. The application of positive engagement and ongoing communication will mitigate these issues but not entirely. Staff have multiple internal avenues to seek responses to any questions or issues and Councillors should discuss any issues they have with the Chief Executive Officer.

RECOMMENDATION

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



Tracy TZIOUTZIOUKLARIS
MANAGER BUSINESS AND STRATEGIC PLANNING

Sighted:



Mark McSHANE
CHIEF EXECUTIVE OFFICER

8th August, 2016

TT

Reference: AF16/250 FM
Enquiries to: Grant Humphries

21st July, 2016

Hon. Jack Snelling
Minister for Health

Email: minister.health@health.sa.gov.au

Dear Minister,

Recent media reports suggest that due to changed contract arrangements, emergency ophthalmology services will no longer be provided from the Mount Gambier and Districts Hospital.

In order to be properly informed on this matter Council would appreciate your response on:

- (a) if these reports are correct;
- (b) if so, an explanation be provided as to the rationale for this decision;
- (c) again if so, what are the alternatives for residents of this region who require emergency ophthalmology services?

Council looks forward to your response in order to accurately inform our community.

Yours faithfully,



Grant HUMPHRIES
ACTING CHIEF EXECUTIVE OFFICER



C September, 2016

Mr G. Humphries
Acting Chief Executive Officer
City of Mount Gambier
P.O. Box 56
MOUNT GAMBIER S.A. 5290

Dear Mr Humphries

Thank you for your letter of 21 July, 2016, about emergency ophthalmology services at Mount Gambier and District Health Service (Mount Gambier Hospital).

Mount Gambier is fortunate to be the only country location to have the services of a resident ophthalmologist, Dr Michael Bailey, to provide cataract surgery. Dr Bailey and Dr Archie Mackillop have provided this local service for many years under the contracts held by Dr Trevor Hodson.

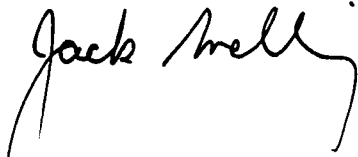
The new contractual arrangements that commenced on 1 July, 2016, no longer include a requirement for the ophthalmologist to be available to attend the hospital on an on-call basis. On-call availability is included in a contract only when there is a frequent need to have a specialist attend the hospital at short notice, in and out of hours, to provide immediate essential patient care. The specialist receives an annual availability payment and is paid for each attendance.

Country Health SA Local Health Network (Country Health) reviewed ophthalmology on-call services and found that the majority of patients who have eye conditions were being assessed and treated by medical and nursing staff in the Emergency Department. Patients requiring further assessment or follow up treatment were then referred to their general practitioner or directly to a specialist. It was very unusual for there to be immediate attendance by an ophthalmologist as there was minimal need for this level of urgency.

Any person concerned about an eye condition or injury should continue to attend the Emergency Department. They will be assessed and receive care provided by the Emergency Department medical staff. If necessary they will be referred to a specialist of their choice for further care. As happens across all other Country Health sites, patients with serious injuries or complex conditions are transferred to Adelaide.

I hope this information is helpful to the Council. If you require further details please contact Jayne Downs, Regional Director South East on 8721 1577 or Jayne.downs@sa.gov.au.

Yours sincerely

A handwritten signature in black ink that reads "Jack Snelling". The signature is written in a cursive style with a prominent loop at the end of the last name.

Jack Snelling M.P.
Minister for Health