

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 DECEMBER, 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	No meeting January 2017
Operational Services Committee	No meeting January 2017
Development Assessment Panel	Thursday, 19th January, 2017



Mark McSHANE
CHIEF EXECUTIVE OFFICER

9th December, 2016
FM

Council has redacted portions of this document in accordance with a request made under Council's Privacy Policy P155 and in line with the Commonwealth Privacy Act 1988 and Department of Premier and Cabinet Information Privacy Principles Cabinet Administrative Instruction as at 27 September 2024. Council has considered subject specific legal advice and the SA Ombudsman Reports 2022/05292 and 2022/05757 when balancing the competing priorities of individuals privacy with Council's publication obligations under section 132 and Schedule 5 of the Local Government Act 1999.

CONFLICT OF INTEREST DISCLOSURE FORM

I _____,
(insert name)

have received a copy of the agenda for the ordinary special meeting of the

_____ Council Committee Board
(insert full name of Committee/Sub-Committee/Board)

to be held on: _____
(insert date of meeting)

CONFLICT OF INTEREST DISCLOSURE

I consider that I have a:

material conflict of interest pursuant to section 73 (complete and sign below)

actual or **perceived** conflict of interest pursuant to section 74 (complete and sign overleaf)

of the *Local Government Act 1999* ("the LG Act") in relation to the following agenda item:

(insert details - include Agenda Item No, Report Number, Item/Report Subject Title)

which is to be discussed at that meeting.

MATERIAL

The nature of my **material** conflict of interest is as follows [*ensure sufficient detail is recorded, including the reasons why you (or a person prescribed in section 73(1) of the LG Act) stands to obtain a benefit or suffer a loss depending on the outcome of the consideration of the matter at the meeting of the Council in relation to the agenda item described above*]:

In accordance with section 74(1)(b) I will be leaving the meeting room while the matter is being discussed and voted on.

Signature

Date

In accordance with section 75A(2)(b) I propose to not to participate in the meeting in relation to the matter.

ACTUAL

The nature of my **actual** conflict of interest is as follows *[ensure sufficient detail is recorded, including the reasons why the conflict between your interests and the public interests might lead to a decision that is contrary to the public interest in relation to the agenda item described above]:*

Where I have proposed to participate in the meeting I intend to deal with my **actual** conflict of interest in the following transparent and accountable way *[ensure sufficient detail is recorded as to the manner in which you intend to deal with the actual conflict of interest in a transparent and accountable way].*

OR

PERCEIVED

The nature of the **perceived** conflict of interest is as follows *[ensure sufficient detail is recorded, including the reasons why you consider that an impartial fair-minded person could reasonably consider that you have a perceived conflict of interest in the matter].*

Where I have proposed to participate I intend to deal with the **perceived** conflict of interest in the following transparent and accountable way *[ensure sufficient detail is recorded as to the manner in which you intend to deal with the perceived conflict of interest in a transparent and accountable way].*

Signature

Date

CITY OF MOUNT GAMBIER

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

AGENDACOUNCILPRESENT:

Mayor Andrew Lee

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

APOLOGY/IES:

moved that the apology from Cr Des Mutton
be received.

seconded

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
Manager Business and Strategic Planning	- Mrs T Tzioutziouklaris
Finance Manager	- Mr G Button
Administrative Officer Executive Support	- Mrs F McGregor
Administrative Officer Executive Support	- Ms A Lavia

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 15th of November, 2016 be taken as read and confirmed.

moved the minutes of the Special Meeting
held on the 2nd of December, 2016 be taken as read and confirmed.

moved the minutes of the Special Meeting
held on the 5th of December, 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>
Cr Richardson	Opening of the Ben Quilty Exhibition at Bordertown, Health Advisory Council AGM and a special briefing of HAC (November)
.....
.....

..... 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

14/11/2016	Cultural Development Fund
22/11/2016	Violence Against Women

Records for these Workshops are attached.

..... moved that the Records of Proceedings for the workshops held regarding Cultural Development Fund and Violence Against Women 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 15th November 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 15th November 2016 be received and the contents noted.

..... seconded

CORPORATE AND COMMUNITY SERVICES COMMITTEE – 12th December, 2016

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

seconded

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

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

Cr Lynagh seconded

Carried

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

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

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

<u>Priorities</u>	<u>Progress</u>	<u>Time Frame</u>
<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 sought the services of Explor Consulting to prepare a “Connected City Digital Strategy and Action Plan”. This Plan will provide the overarching framework, strategic direction and actions for delivering a “well connected city” with empowered communities, businesses and industries through the smart use of technology. The strategy will identify important digital outcomes for the city, assess capacity and capability of existing and new digital technologies (including NBN & high speed fibre optics), outline strategies and proposed actions. Explor Consulting visited Mount Gambier on the 17-18 August for a round of key introductory meetings and will return to the City from 7-9 September for further meetings.</p>	<p><i>Council Member workshop held on the 26th October 2015 with David Bartlett (Explor Consulting) presenting draft report.</i></p> <p><i>The final report has been received and will be considered by Council in December 2016.</i></p>

	<p><i>Explor Consulting presented draft Digital Strategy at a Council workshop on Wednesday 26 October 2016. Council members were invited to review and provide feedback by 9 November 2016. One response was received.</i></p> <p><i>Council Member workshop held on the 26th October 2015 with David Bartlett (Explor Consulting) presenting draft report.</i></p> <p><i>The final report has been received and will be considered by Council in December 2016.</i></p>	
<p>2017-2037</p> <p><i>Develop a long term City Vision Planning Framework to provide a long term overarching vision and roadmap to deliver a “well connected and innovative city” and will form part of the City Economic BluePrint 2017-2037.</i></p>	<p>Consultant brief under development to engage the services of a consultant to prepare a “City Vision Planning Framework Plan 2017-2037”.</p> <p>The Plan provides a 20 year vision to re-establish the City as the regional centre of choice and will provide clear guidance on policy and investment direction over this timeframe. The Plan will achieve the vision of the city through a coordinated framework and the delivery of transformative projects and initiatives. It will identify the proposed demand for commercial, residential and hotel space in the City.</p> <p>This Plan will be a crucial input into the development of the Economic Development Blueprint</p> <p>The Plan will deliver a coordinated strategy to guide future development, transport and public space investments over the next 20 years to ensure our city heart is safe, attractive and a continued source of pride.</p>	<p><i>Finalise retail and business briefs - February 2016.</i></p> <p><i>A “Mount Gambier Commercial Development” Forum will be held in February/March 2017 with commercial property developers to discuss current and future planning (energy efficiency, city infill, affordable housing etc).</i></p> <p><i>City Growth strategy consultant brief to be finalised by February 2017.</i></p>

	<p>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><i>At our invitation, Renewal SA visited Mount Gambier on Wednesday 23 November, to investigate opportunities to work together in sharing information and experiences in building a city growth strategy.</i></p> <p><i>Retail analysis and Business audit brief are being prepared to form part of the City Growth Strategy - finalised by February 2017.</i></p> <p><i>A "Mount Gambier Commercial Development" Forum will be held in February/March 2017 with commercial property developers to discuss current and future planning (energy efficiency, city infill, affordable housing etc).</i></p> <p><i>City Growth strategy consultant brief to be finalised by February 2017.</i></p>	
<p>Economic Performance Scorecard and Future Modelling:</p> <p><i>Delivery of "user friendly" economic and social scorecards including key economic performance indicators, identify and monitor economic trends and challenges facing the City now and into the future.</i></p>	<p>Delivery of a "user friendly" economic and social scorecards including key economic performance indicators and have the ability to identify and monitor economic trends and challenges facing the City now and into the future.</p> <p><i>Engaged EconSearch to undertake the development of economic scorecard including performance indicators, case study and future modelling. Report available December 2017.</i></p>	<p><i>Engaged Econsearch to undertake the development of economic scorecard, case study and modelling. Report available December 2017.</i></p>

	<p>This will include investigation into economic impacts of tourism visitation (increased overnight stays and multiplying impact) and events such as Generation in Jazz and James Morrison Academy.</p> <p>Report will include utilising ABS, RDA Profile ID data and other relevant economic data.</p>	
<p>Business/ Community Mentor Program</p> <p><i>Program identifying Business and Industry Mentors to work with businesses and community in capacity and capability.</i></p>	<p>Discussions underway with leading educators, service providers and business/industry to develop mentor program.</p> <p><i>Work has been undertaken to review national and international mentor programs that support innovative thinking and building entrepreneurship.</i></p> <p><i>A program proposal to be finalised by February/March 2017.</i></p>	<p><i>A program proposal to be finalised by February/March 2017.</i></p>
<p>City Branding and identity</p> <p><i>City of Mount Gambier has the opportunity to embrace a dynamic creative approach to be recognised as one of the nation's leading regional cities.</i></p>	<p>City will need to compete and succeed in attracting visitors, new residents and private and public investment over the coming years as the momentum of national growth continues to move away from the capital cities.</p> <p>The City's 'Big Picture' vision will be well designed and written to tell a story. The story will be what Mount Gambier is and where the City wants to go into the future.</p> <p>The "Big Picture" will also map local, interstate and international connections to Mount Gambier and who we should be engaging with.</p> <p>It will celebrate what is great about Mount Gambier and promote why others would love living and working in this resilient City.</p>	<p><i>Branding Think Tank to be held on 23 November 2016.</i></p> <p><i>New communication and engagement initiatives to be implemented by February March/2017.</i></p> <p><i>Brand and Identity framework to be incorporated into Economic Blueprint.</i></p>

	<p><i>Engaged marketing specialist, Peter Joy, to assist in developing a City branding platform and promoting our identity.</i></p> <p><i>Two branding “think tanks” will be held on 23 November facilitated by Peter Joy and Marc Allgrove (branding and marketing specialists). This will assist in further developing the City brand and identity including Sixty Minutes Sixty Experiences tourism branding and Six Minutes Anywhere (resident and investment attraction).</i></p> <p><i>Two initiatives (XPRIZE and “Meet with the Red Couch”) are under development, working in partnership with the Border Watch. These initiatives will adopt new innovative ways to communicate and engage with the community.</i></p> <p><i>Branding Think Tank to be held on 23 November 2016.</i></p> <p><i>New communication and engagement initiatives to be implemented by February March/2017.</i></p> <p><i>Brand and Identity framework to be incorporated into Economic BluePrint.</i></p>	
<p>City Business Employment Forum</p> <p>Forum to build linkages between businesses, industry, employment and education providers to build an improved and skilled workforce now and into the future.</p>	<p>Discussions regarding a City Business Employment Forum took place with Business and Industry Leaders at the recent workshop on the 28th July 2016. It was widely supported and agreed to commence development of a forum framework.</p>	<p><i>First forum to be held late March 2017.</i></p>

<p>Communication and Events Plan and Tools</p> <p><i>Development of a City communication, and event plan including development and adoption of “state of art” social media and marketing tools.</i></p>	<p>Commenced scoping of a city communication and event plan including social media tools.</p>	<p><i>Scoping underway.</i></p>
<p>Investment Prospectus</p> <p>Attract investment opportunities to the City.</p>	<p>Commenced initial investigations into the development and content of virtual investment prospect. Require to identify city assets, products and services to attract investment opportunities. Identify and meet with potential investors (including equity investment companies).</p>	<p><i>Prospectus to be developed by April 2017.</i></p>
<p>Visitor Economy (Tourism)</p> <p><i>Visitor Economy: Tourist attraction, investment, increased visitation, & experiences, infrastructure</i></p>	<p>A Council report (Tourism Plan Implementation) went to Council on the 19th July 2016 with several recommendations made based around Council endorsing a Tourism Plan (Changing the Tourism Culture – an industry plan to grow Mount Gambier’s Tourism Economy’) and also providing a budget for a tourism specialist to help deliver the plan. The report was deferred.</p> <p>A second report (Tourism Plan Implementation) went to Council on the 16th August 2016 and was moved as written which includes engaging a tourism specialist for a three year period.</p> <p><i>Job Advertisement and Position Description finalised position advertised in August 2016.</i></p> <p><i>Interviews were held, position was offered and offer declined.</i></p> <p><i>Recruitment process re-commenced in October 2016.</i></p>	<p><i>Tourism Manager Recruitment process re-commenced in October 2016.</i></p> <p><i>Interim arrangements, in lieu of Tourism Manager, have been made to ensure the delivery of the tourism strategic plan. Council Economic Development team will assist during this period.</i></p> <p>Tourism Mount Gambier Board been meeting regularly and is progressing positively in regard to Mount Gambier’s tourism future.</p>

	<p><i>Interim arrangements, in lieu of tourism manager, have been made to ensure the delivery of the tourism strategic plan. Council Economic Development team will assist during this period.</i></p>	
--	--	--

Cr Meziniec moved it be recommended the Economic Development Update for December 2016 be received.

Cr Persello seconded

Carried

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

Cr Meziniec moved it be recommended:

- (a) the Minutes of the Strategic Planning Sub-Committee Meeting held on 25th November, 2016 be received;
- (b) the following recommendations of the Strategic Planning Sub-Committee be adopted by Council:

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

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

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

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

Cr Perryman seconded

Carried

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

Cr Meziniec moved it be recommended:

- (a) the Minutes of the City of Mount Gambier Audit Committee meeting held on Tuesday 6th December, 2016 be received;
- (b) the following recommendations of the Audit Committee meeting held on Tuesday, 6th December, 2016 be adopted by Council:

- 1. **ANNUAL FINANCIAL STATEMENTS 2015/2016 - Correction - Ref. AF16/322**

- (a) the report be received;

- (b) In accordance with Section 126(4)(a) of the Local Government Act 1999 the Audit Committee advises that it has reviewed the annual financial statements (corrected) of the Council for the year ended 30 June 2016 and is satisfied they present fairly the state of affairs of Council;
- (c) The Chief Executive Officer and Presiding Member of the City of Mount Gambier Audit Committee sign the statement to certify the independence of the Council Auditor, Galpins.

2. **EXTERNAL AUDITOR – END OF YEAR REPORT** - Ref. AF12/227

- (a) the letter be received and contents noted;
- (b) the Audit findings and recommendations be referred to the Council administration for attention and to the Audit Committee for ongoing monitoring;
- (c) Councils External Auditor be advised of this course of action.

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

- (a) the report be received;
- (b) Financial Internal Controls Report (Control 16) be endorsed by Council.

Cr Lynagh seconded

Carried

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

The Manager Governance & Property reported:

- (a) Council resolved on 17th May, 2016 that:
 - *“Council express concern about the reported closure of the mental health rehabilitation facility providing ten community respite beds as of 30 June 2016 and the increasing pressure this will place on other mental health services in Mount Gambier and the surrounding region;*
 - *Council write to the relevant Federal and State Government Ministers calling on them to reconsider their decision to cease funding for this ten bed community respite mental health rehabilitation facility”.*
- (b) At it’s meeting on 19th July 2016 Council received response letters from the Department of Health on behalf of the Federal Minister for Health and the State Minister for Health who had referred the matter to the Minister for Health and Substance Abuse.
- (c) A further response letter dated 20th October 2016 has now been received from the State Minister for Mental Health and Substance Abuse, the Hon Leesa Vlahos M.P. (Attachment 1).

Cr Persello moved it be recommended:

- (a) the letter be received.

Cr Lynagh seconded

Carried

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

The Manager Governance & Property reported:

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

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

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

Cr Meziniec moved it be recommended:

- (a) **the letter be received.**

Cr Lynagh seconded

Carried

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

Cr Meziniec moved it be recommended:

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

Cr Lynagh seconded

Carried

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

Cr Meziniec moved it be recommended:

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

Cr Persello seconded

Carried

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

Cr Persello moved it be recommended:

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

Cr Lynagh seconded

Carried

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

Cr Meziniec moved it be recommended:

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

Cr Persello seconded

Carried

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

Cr Persello moved it be recommended:

- (a) Corporate and Community Services Report No. 81/2016 be received;
- (b) The Tourism Mount Gambier Key Performance Indicators be agreed as:

- Increase in occupancy over 2015/2016 figures
- Increase in Tourism Economy over 2016/2017 figures
- New Tourism Mount Gambier website operational by 30th June 2017
- Manage expenditure within budget
- Membership revenue of \$10,000 or 80 members by 20th June 2017
- 2,000 followers of Tourism Mount Gambier facebook page by 30th June 2017

(c) A secret ballot be conducted to determine the successful candidate for the position as Tourism Mount Gambier Board meeting observer.

Cr Lynagh seconded

Carried

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

Cr Meziniec moved it be recommended:

- (a) Corporate & Community Services Committee Report No. 82/2016 be received;
- (b) A designated informal gathering be scheduled following receipt of Cultural Fund Program applications, to accommodate the following Elected Members and Community invitees:
- Cr
 - Cr (to be determined at the Council meeting)
 - Community Invitees

Cr Lynagh seconded

Carried

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

Cr Persello moved it be recommended:

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

Cr Lynagh seconded

Carried

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

Cr Persello moved it be recommended:

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

Cr Meziniec seconded

Carried

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

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

Cr Meziniec seconded

Carried

OPERATIONAL SERVICES COMMITTEE – 13th December, 2016

received. moved that the minutes of the meeting held 13th December, 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>
• Duigan Street (road reconstruction)	20%
• Foote Street (kerbing works)	10%
• Lansell Street (kerbing works)	10%
• James Street (paving works)	30%
• Lansell Street (concrete footpath)	10%

Railway Lands

• Heritage elements (fence and stobie poles)	80%
--	-----

Completed Tasks

- Umpherston Street (concrete footpath)
- Chauvel Street (road pavement construction)

Cr Mutton moved the report be received.

Cr Greco seconded

Carried

2. DEVELOPMENT CONTROL - Mount Gambier Heritage Advisory Group - Local Heritage Restoration Fund Grant Program 2016/2017 - Ref. AF16/88

The Presiding Member 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 \$2,000 and properties will only be eligible to receive a grant every third financial year;
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;
 - 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, 23rd November 2016;
- (c) fifteen (15) applications (plus one (1) after the closing date) for the 2016/2017 Local Heritage Restoration Fund have been received;
- (d) the total amount available for the 2016/2017 Local Heritage Restoration fund is \$20,000 as allocated in the budget.

Cr Mutton moved it be recommended:

- (a) The report be received;
- (b) Council allocate funding to the applicants listed below for the 2016/2017 Heritage Grants:

APPLICANT	RECOMMENDED VALUE OF GRANT
Admill Nominees Pty Ltd	\$4000
Eureka Care Communities (Mount Gambier) Pty Ltd	\$0
Anthony Lane & Aileen Ferguson	\$1000
Mrs Joanne de Bruin	\$1000
Brian Rowett	\$1000
Morris Dickins	\$3500
Kenneth Haig	\$1000
Georgina & Meirion Jones	\$1000
Craig Marsh	\$1000
Robyn Glynn	\$1500
Catholic Church Endowment Society Inc	Ineligible - State Heritage Place
Catherine Rymill	\$500
R Schubert & P Little	\$1500
M & J Heemskerk	\$2000
J & E Praolini	\$1000
A & M Harrington	Ineligible - Late application
TOTAL	\$20,000

- (c) Council advise all applicants of the outcome of their grant application and, where applicable, the conditions relating to claiming reimbursement.

Cr Von Stanke seconded

Carried

3. ENVIRONMENTAL MANAGEMENT - Limestone Coast Local Government Association - Climate Adaptation Program - Ref. AF16/505

The Presiding Member reported:

- (a) The Limestone Coast Local Government Association (LCLGA) has recently established a formal committee - Limestone Coast Climate Adaptation Committee (LCCAC) and Council, by resolution of 18th October 2016 appointed the Director Operational Services as its representative on the new Committee;
- (b) the LCCAC held its first meeting on 5th December 2016. The Committee has representation of the seven constituent Councils, Regional Development Australia, South East Natural Resources Management Board and the Department of Environmental, Water and Natural Resources;
- (c) the LCLGA Board has adopted Terms of Reference for the new Committee;
- (d) from the first meeting it is clear that a report that has been received by the LCLGA (Limestone Coast Regional Climate Change Adaptation Plan - URPS, April 2016) will form the basis of the work of the Committee;
- (e) this report does not appear to have been formally received by the City of Mount Gambier (or a number of other Councils) and it is appropriate that Members are given the opportunity to review the report and provide any comment to the Director Operational Services for referral to the LCCAC. Reference to the report was likely contained within previous minutes of the LCLGA;
- (f) a copy of the URPS report was attached to the Operational Services Committee agenda.

Cr Mutton moved it be recommended:

- (a) The report be received;**
- (b) Council receive the report titled "Limestone Coast Regional Climate Change Adaptation Plan, April 2016" prepared by URPS and note the comments.**

Cr Greco seconded

Carried

4. HEALTH MANAGEMENT - Joint Ventures - Food Safe Training 2016 - Arrangements - Ref. AF16/54

The Presiding Member reported:

- (a) On Monday, 7th November 2016, to mark the beginning of the 20th National Food Safety Week, Council provided a subsidised session for volunteers to complete the Accredited Tafe SA Food Safety Short Course;
- (b) volunteers paid \$10.00 per person to Council, rather than the normal price of \$95.00 per person to Tafe SA (no concessions available). Tafe SA provided the group course to Council for a flat fee;
- (c) 47 volunteers from the Limestone Coast area attended the subsidised training and 17 community groups were represented by volunteers;
- (d) the volunteer food safety sessions are provided to assist community groups in meeting their requirements under the SA Food Act. This program is directed towards one priority in Council's Health Plan; Potentially Avoidable Hospital Admissions through prevention of food poisoning.

Cr Mutton moved it be recommended:

- (a) The report be received and noted.

Cr Greco seconded

Carried

5. PROPERTY MANAGEMENT - Enquiries - Hosking Avenue Carpark Extension - Request from Grant High School - Ref. AF11/2245

The Presiding Member reported:

- (a) Council, at its meeting held on 15th November 2016 resolved:

“(a) Council acknowledge the concept design (956-03) to extend the current Hosking Avenue carpark by a further 49 spaces at an estimated figure of \$90,000;

(b) Council write to the Grant High School Governing Council and provide copies and information on the costings and plans for a carpark extension and offer a loan to the school for construction of a carpark under terms and conditions suitable to Council;

(c) Following discussion with Grant High School the matter be referred back to Operational Services Committee for further review.”

- (b) in accordance with the above resolution, Council provided details of the costings for a carpark extension to Grant High School and their response was attached to the Operational Services Committee agenda for Members perusal.

Cr Richardson moved it be recommended:

- (a) The report be received;

- (b) Council write to Grant High School advising that the offer for a loan of \$90,000 will remain on the table until the end of the 2016/2017 financial year.

Cr Von Stanke seconded

Carried

6. COMMITTEES - City of Mount Gambier Building Fire Safety Committee - Minutes of Meeting held 21st November 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 Monday, 21st November 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 17th November 2016 - Ref. AF15/554**

Cr Von Stanke moved it be recommended:

- (a) Minutes of the Council Development Assessment Panel meeting held on Thursday, 17th November 2016 be received;
- (b) the decisions made by the Council Development Assessment Panel be noted.

Cr Greco seconded

Carried

8. **OPERATIONAL SERVICES REPORT NO. 9/2016 - Governance - Committees - Election Of Operational Services Standing Committee Presiding Member - Ref. AF11/858**

Cr Mutton moved it be recommended:

- (a) Operational Services Report No. 9/2016 be received;
- (b) Cr C Greco be Presiding Member of the Operational Services Committee on and from 20th January 2017.

Mayor Lee seconded

Carried

9. **OPERATIONAL SERVICES REPORT NO. 10/2016 - Traffic Management Report - Intersection of Shepherdson Road / Mackenzie Street - AF11/1880**

Cr Mutton moved it be recommended:

- (a) Operational Services Report No. 10/2016 be received;
- (b) The Traffic Impact Statement attached to the Operational Services Committee agenda be endorsed by Council;
- (c) The City of Mount Gambier pursuant to Ministerial delegation resolves the following:

Prohibited Area
1.2.072

NO PARKING

SHEPHERDSON ROAD (SOUTHERN SIDE) - 20 metres east of the intersection with MacKenzie Street, to apply at all times

to be effective on the installation of appropriate signage.

- (d) Council remove all vegetation (trees, shrubs) back to the property line adjacent to 31 Shepherdson Road, in order to improve sight visibility for exiting motorists from MacKenzie Street.

Cr Von Stanke seconded

Carried

10. **OPERATIONAL SERVICES REPORT NO. 11/2016 - Tender - Kennedy Avenue Retaining Wall - Asbestos Removal and Repair Work - Ref. AF16/483**

Cr Mutton moved it be recommended:

- (a) Operational Services Report No. 11/2016 be received;
- (b) Council award Tender AF16/483 for the Kennedy Avenue retaining wall asbestos removal and repair works to SMB Civil for a tender price of \$293,900 (exc. GST).

Cr Greco seconded

Carried

COUNCIL ITEM

1. CORPORATE AND COMMUNITY SERVICES REPORT NO. 84/2016 - Grant of Easement - Aramanta Development - Ref. AF14/196

moved:

- (a) Corporate and Community Services Report No. 84/2016 be received;
- (b) Consent be given to a grant of easement on Lot 700 (Reserve) in Certificate of Title Volume 6022 Folio 96 (Stella Place) for sewerage purposes and a Licence to Enter for installation of infrastructure prior to registration of the easement on the Certificate of Title;
- (c) The Chief Executive Officer and Mayor be authorised to execute and affix the common seal of Council to any necessary documentation associated with resolution (b);
- (d) Council Policy *P420 Procurement & Disposal of Land and Assets* be reviewed to set less onerous provisions for disposal of a partial interest in land (such as an easement) where the net value to Council is not diminished to any material extent by the disposal.

seconded

MOTION WITH NOTICE - Nil

MOTION(S) WITHOUT NOTICE -

Meeting closed at
FM/MT

**MEMBERS INFORMAL WORKSHOP
CULTURAL GRANT
MONDAY 14TH NOVEMBER, 2016**

RECORD OF PROCEEDINGS
Monday 14th November at 5.30 p.m.
Civic Centre, Mount Gambier

Report

A workshop for Elected Members was held on Monday, 14th November 2016 at 5.30 p.m. to discuss management of the Cultural Development Fund.

RECORD OF PROCEEDINGS
Monday, 14th November 2016
Committee Room, Level 4
Civic Centre
10 Watson Terrace, Mount Gambier

GUEST:-

NIL

MEMBERS PRESENT:-

Mayor Andrew Lee
Cr Frank Morello
Cr Sonya Meziniec
Cr Des Mutton
Cr Hanna Persello

STAFF PRESENT:-

Mark McShane
Barbara Cernovskis
Melentie Pandilovski

MEMBERS APOLOGIES:-

Cr Christian Greco
Cr Josh Lynagh

LEAVE OF ABSENCE:-

Discussion:

- Structure of Selection Panel
- Promotion of Program
- Timing of grant round/s

Meeting closed at 6.13 p.m.

**MEMBERS INFORMAL WORKSHOP - TUESDAY 22nd NOVEMBER 2016
VIOLENCE AGAINST WOMEN COLLABORATION**

RECORD OF PROCEEDINGS

Tuesday 22nd November 2016

Committee Room, Level 4

Civic Centre

10 Watson Terrace, Mount Gambier

Report

A workshop for Elected Members was held on Tuesday, 22nd November 2016 at 5.30 p.m. to receive a presentation from Susie Smith, Chairperson, Violence Against Women Collaboration.

GUEST:-

Susie Smith, Chairperson, Violence Against Women Collaboration

MEMBERS PRESENT: -

Cr Penny Richardson

Cr Sonya Mezinec

Cr Christian Greco

STAFF PRESENT:-

Mark McShane

Barbara Cernovskis

MEMBERS APOLOGIES:-

Mayor Andrew Lee

Cr Frank Morello

Cr Des Mutton

Cr Mark Lovett

Cr Ian von Stanke

LEAVE OF ABSENCE:-

Discussion:

- Violence Against Women Collaboration – Awareness Campaign
- Reports and intervention incidents are on the increase
- The economic cost of Violence against Women, Domestic & Family Violence
- Council support to increase awareness of campaign as an identified priority of the Regional Health Plan

Meeting closed at 6.25 p.m.

Corporate and Community Services Committee 07/11/2016 and Council Meeting 15/11/2016 for **Council Meeting 20/12/2016**

Committee	Item No.	Action	Responsible	Status
Corporate & Community Services Items	1. <u>FINANCIAL STATEMENT</u> – as at 31 st October, 2016	The financial statement as at 31 st October, 2016 be received.	DCS/FM	No Action
	2. <u>GOVERNANCE</u> – Committees – Strategic Planning Sub-Committee – Minutes of Meeting held 21 st September, 2016 – Strategic Planning Sub-Committee Reports 6/2016 and 7/2016 (attached) - Ref. AF15/366	(a) the Minutes of the Strategic Planning Sub-Committee Meeting held on 28 th October, 2016 be received; (b) the following recommendations of the Strategic Planning Sub-Committee be adopted by Council: 1. <u>BEST PEOPLE BEST COMMUNITY</u> - Community Plan - Service Review, Strategic Planning Sub-Committee Report No. 6/2016 - Ref. AF16/185 (a) Strategic Planning Sub-Committee Report No. 6/2016 be received and the contents noted. (b) The SWOT's undertaken for all of Council's services be made available for the information and perusal of Council Members and Council Employees via appropriate methods. 2. <u>BEST PEOPLE BEST COMMUNITY</u> - Community Plan - Organisation Structure - Strategic Planning Sub-Committee Report No. 7/2016 - Ref. AF16/185 Strategic Planning Sub-Committee Report No. 7/2016 be received and the contents noted. 3. <u>STRATEGIC PLANNING SUB-COMMITTEE</u> - Scheduled Meeting Dates - Ref. AF15/266 (a) The report be received and the up coming important Member meeting dates be noted.	MBSP	Completed
	3. <u>CORPORATE AND COMMUNITY SERVICES REPORT NO. 71/2016</u> - Budget Update as at 30 th September, 2016 (BR1) - Ref. AF15/461	(a) Corporate and Community Services Report No. 71/2016 be received; (b) the Budget Update as at 30 th September, 2016 as presented with this Report be adopted by Council with all amendments to be made to the 2016/2017 Council Budget.	DCS	Completed

Committee	Item No.	Action	Responsible	Status
	4. <u>CORPORATE AND COMMUNITY SERVICES REPORT NO. 72/2016</u> - Policy C410 Conduct of Meetings (S92/S90(8)) - Ref. AF11/1950	(a) Corporate and Community Services Report No. 72/2016 be received; (b) Council hereby adopts updated Council Policy: C410 – Conduct of Meetings (s92 Code of Practice / s90(8a)) (c) Council makes the necessary amendments to Council's Policy Manual Index.	MGP	Completed
	5. <u>CORPORATE AND COMMUNITY SERVICES REPORT NO. 73/2016</u> - Policy Review - C265 - Communication with Council Committees - Ref. AF11/1950	(a) Corporate and Community Services Report No. 73/2016 be received; (b) Council hereby: (i) Revokes Council Policy C265 – Communication with Council Committees, as attached to this Report; (ii) As a result, makes the necessary amendments to Council's Policy Manual/ Index.	MGP	Completed
	6. <u>CORPORATE AND COMMUNITY SERVICES REPORT NO. 74/2016</u> - Financial Sustainability - Key Financial Indicators - Ref. AF11/704	(a) Corporate and Community Services Report No. 74/2016 be received for information; (b) Corporate and Community Services Report No. 74/2016 be referred to Council's Audit Committee for review.	DCS	Completed
	7. <u>CORPORATE AND COMMUNITY SERVICES REPORT NO. 75/2016</u> - Major Events - AFL Pre-Season Competition Match - Port Adelaide v Richmond - Ref. AF15/473	(a) Corporate and Community Services Report No. 75/2016 - Major Events - 2017 AFL Pre-season Competition Match Port Adelaide v Richmond be received; (b) Council approve the allocation of \$8,000 in cash and up to the value of \$5,000 in-kind for the 2017 AFL Pre-season Competition Match Port Adelaide v Richmond conditional upon the proponents obtaining funding from all identified sources, any required approvals from relevant authorities, and the match occurring in March 2017; (c) Council release the cash component in two instalments as follows: <ul style="list-style-type: none"> • \$4,000 cash on approval • The in-kind support is to be reconciled at the conclusion of the event. Any overspend is to be deducted from the remaining cash balance and the final payment amended accordingly. 	MCSD	Completed

Committee	Item No.	Action	Responsible	Status
		(d) Council be acknowledged as sponsor with appropriate, agreed signage and use of corporate logo on marketing and promotional material; (e) Council be provided with a copy of the final event evaluation.		
	8. <u>CORPORATE AND COMMUNITY SERVICES REPORT NO. 76/2016</u> - Elector Representation Review - Recommendation Report - Ref. AF15/624	(a) Corporate and Community Services Report No. 76/2016 be received; (b) The Representation Review Report attached to Corporate and Community Services Report No. 76/2016 be received and endorsed for public consultation purposes; (c) Public Consultation on the Representation Review Report be conducted in accordance with the requirements of the Local Government Act and any resultant submissions be the subject of a further report to Council for consideration.	MGP	In Progress
Council	1. <u>STRATEGIC MANAGEMENT</u> - Publication - City of Mount Gambier Annual Report 2015/2016 Preparation – Ref. AF15/231	(a) the report be received; (b) the Annual Report for the City of Mount Gambier 2015/16 as tabled be adopted; (c) copies of the 2015/16 Annual Report be made available to those bodies or persons referred to at Section 131 of the said Act.	MCSD	Completed
Council - Motion Without Notice	1. <u>ECONOMIC DEVELOPMENT</u> - China Engagement Strategy - Ref. AF13/306	(a) Council wishes to express its gratitude and appreciation for the excellent role that Mayor Lee and his wife Jianhua performed for our community in the recent delegation from Baotou, Inner Mongolia. Jianhua was exceptional in providing translation for the Mayor to the Mandarin and English speaking guests in a very professional manner; (b) Council also expresses its appreciation to Mark McShane for his outstanding support throughout the Baotou, Inner Mongolia Delegation Official Visit and also thanks his wife Xiaorong for providing excellent translation to our guests; (c) Signed cards expressing Councils appreciation be now presented.	CEO/TLES	Completed
	2. <u>DEPUTY MAYOR – Nominations/Appointment</u> - Ref. AF11/858	Cr Richardson moved a motion to endorse the result of the ballot that Cr Persello has been appointed Deputy Mayor.	CEO/TLES	Completed
Corporate and Community Services	<u>CONSIDERATION FOR EXCLUSION OF PUBLIC</u>		MGP	Completed

Committee	Item No.	Action	Responsible	Status
	10. <u>CORPORATE AND COMMUNITY SERVICES REPORT NO. 77/2016</u> - Licence - Railway Platform - Ref. AF15/398		CEO/MGP	In Progress
	<u>CONSIDERATION FOR KEEPING MATTERS CONFIDENTIAL</u>		MGP	Completed
Council	<u>CONSIDERATION FOR EXCLUSION OF PUBLIC</u>		MGP	Completed
	2. <u>PROPERTY MANAGEMENT</u> – Acquisition AF15/595 – First Right of Refusal to Purchase Property		CEO/MGP	In Progress
	<u>CONSIDERATION FOR KEEPING MATTERS CONFIDENTIAL</u>		MGP	Completed

City of Mount Gambier

Council Meeting 20th December 2016 - Operational Services Action Items

Committee	Item	Action	Responsible	Status
Operational Services (September 2016)	2. <u>ENVIRONMENTAL MANAGEMENT</u> - Environmental Protection (Air Quality) Policy 2016 - Ref. AF15/257	<ul style="list-style-type: none"> The report be received. Council defer a decision on this matter pending further information. 	MRS	In Progress
	4. <u>TRAFFIC MANAGEMENT</u> - Regulating - Parking On-Street - Ferrers Street - Buslink SA - Ref. AF11/1880	<ul style="list-style-type: none"> The report be received; The Traffic Impact Statement attached to the Operational Services Committee agenda be endorsed by Council; Council rescind resolution number 3.2.117; The City of Mount Gambier pursuant to Ministerial delegation resolves the following: <p style="text-align: center;">Prohibited Area BUS ZONE 2.1.086</p> <p>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.</p> <p>to be effective on the installation of appropriate signage.</p>	EM	Completed
	5. <u>SOCIAL, CULTURAL AND COMMUNITY SERVICES</u> - Recreation and Sport - Proposal for Disc Golf Park - Ref. AF11/1630	<ul style="list-style-type: none"> The report be received; 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. 	DOS	In Progress
Operational Services (October 2016)	3. <u>ENVIRONMENTAL MANAGEMENT</u> - Enquiries - Establishment of Paintback Collection Point at Waste Transfer Centre - Ref. AF11/392	<ul style="list-style-type: none"> Council approve the Site Services Agreement with Paintback and establish a Paintback collection point at Council's Waste Transfer Centre. 	ESO	In Progress
Operational Services (November 2016)	5. <u>INFRASTRUCTURE</u> - Joint Boundary Roads Advisory Group - Notes of discussion held 2 nd November 2016 - Ref. AF11/1228	<ul style="list-style-type: none"> The report be received; Council adopt the 5 Year Works Program as put forward in the Notes of the Boundary Roads Advisory Group meeting of Wednesday, 2nd November 2016 and proceed, with the concurrence of the District Council of Grant, with the following projects in 2016/2017: <ul style="list-style-type: none"> Bishop Road construction (Kennedy Avenue to Attamura Road) Hawkins Road - seal road shoulder to edge of drain 	DOS	Completed

	<p>6. <u>PROPERTY MANAGEMENT</u> - Enquiries - Hosking Avenue Carpark Extension - Request from Grant High School - Ref. AF11/2245</p>	<ul style="list-style-type: none"> • Council acknowledge the concept design (956-03) to extend the current Hosking Avenue carpark by a further 49 spaces at an estimated figure of \$90,000; • Council write to the Grant High School Governing Council and provide copies and information on the costings and plans for a carpark extension and offer a loan to the school for construction of a carpark under terms and conditions suitable to Council; • following discussion with Grant High School the matter be referred back to Operational Services Committee for further review. 	EM	Completed
	<p>8. <u>COMMITTEES</u> - Environmental Sustainability Sub-Committee - Minutes of Meeting held 1st November 2016 - Ref. AF12/377</p>	<ul style="list-style-type: none"> • Minutes of the Environmental Sustainability Sub-Committee held on Tuesday, 1st November 2016 be received; • the following recommendations (number 1 to 2) of the Environmental Sustainability Sub-Committee be adopted by Council: <p>1. <u>SUSTAINABILITY INNOVATION FUND</u></p> <ul style="list-style-type: none"> - Environmental Sustainability Report No. 5/2016 be received; - Council allocate funding to the applicants (as listed in the table) for the 2016/2017 Environmental Sustainability Innovation Fund Grants; - Council invites applications for a second round of the Environmental Sustainability Innovation Fund project in the first quarter of 2017 utilising the unallocated funding from Round 1. <p>2. <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. 	ESO's	Completed
	<p>9. <u>COMMITTEES</u> - Mount Gambier Cemetery Trust (Section 41) Committee - Minutes of Meeting held 14th October 2016 - Ref. AF11/1371</p>	<ul style="list-style-type: none"> • Minutes of the Mount Gambier Cemetery Trust Committee meeting held on Friday, 14th October 2016 be received; • the following recommendations (number 1 to 6) of the Mount Gambier Cemetery Trust (Section 41) Committee be adopted by Council: <p>1. <u>FINANCIAL STATEMENT</u> - Statement of Trading Activity</p> <ul style="list-style-type: none"> - The Statement of Trading Activity as at 30th June 2016 be received. 	TS	Completed

		<p>2. <u>BUDGET ESTIMATES 2016/2017</u></p> <ul style="list-style-type: none"> - Budget estimates for 2016/2017 be adopted. <p>3. <u>BURIALS AND CREMATIONS - Statistics for 2015/2016</u></p> <ul style="list-style-type: none"> - The report be received. <p>4. <u>SURRENDER OF INTERMENT RIGHTS - Letter from [REDACTED]</u></p> <ul style="list-style-type: none"> - The report be received. - The Trust acts according to State Government legislation of the day, therefore should [REDACTED] wish to proceed with the cancelling of the leases, a refund will be provided according to the formula set out in the Burial and Cremation Regulations 2014. <p>5. <u>NEXT MEETING</u></p> <ul style="list-style-type: none"> - the next meeting of the Trust be held on Friday, 16th December 2016 at 12:15 p.m. <p>6. <u>CARINYA GARDENS CEMETERY MASTER PLAN - PROPOSED DEVELOPMENT</u></p> <ul style="list-style-type: none"> - the Carinya Gardens Cemetery Master Plan be amended to reduce the size of the pedestrian mall to a width of approximately five metres. - Two seats be installed in She-Oak Garden between the existing family allotments and Row A. - Detailed plans be prepared showing vegetation planting in the She-Oak Garden. - Contour plans be prepared to determine layout of future burials in the She-Oak Garden, including family allotments. 		32
	<p>10. <u>OPERATIONAL SERVICES REPORT NO. 8/2016 - Regulating - Liquor Licence - Application for Restaurant Licence - 37 Degrees S - 34 Sturt Street, Mount Gambier - Ref. AF15/508</u></p>	<ul style="list-style-type: none"> • Operational Services Report No. 8/2016 be received; • both the Applicant and the Office of the Liquor and Gambling Commissioner be advised that Council does not voice any objection to the proposed Restaurant Licence for the café to be located at 34 Sturt Street, Mount Gambier to be known as 37 Degrees; • the Applicant be advised the proposed Restaurant Licence be supported subject to the following conditions: <ol style="list-style-type: none"> 1. the subject use hereby approved, shall not operate outside of the following times: 	PO	Completed

		<ul style="list-style-type: none">- Monday to Thursday: 7:00 am to 3:30 pm;- Friday: 7:00 am to 7:00 pm;- Saturday and Sunday: 9:00 am to 7:00 pm. <p>2. live musical performances must be “acoustic” in nature and must not involve amplified live music.</p>		33
--	--	--	--	----

FINANCIAL STATEMENT - Monthly Bank Reconciliation

as at 31/10/2016 \$	<u>GENERAL ACCOUNT (Westpac)</u>	as at 30/11/2016 \$
165,806.50 CR	OPENING BALANCE	142,400.00 CR
406,665.13	<u>PLUS</u> Receipts -	
876,800.33	Rates & Arrears	1,616,987.76
-	General	701,282.04
-	<u>Receipt of Cash Advance Funds</u>	
-	Transfer from CAD Loan 104	-
-	Transfer from CAD Loan 105	-
850,000.00	Transfer from Investment Funds	500,000.00
-	Transfer from Reserve Funds	-
<u>\$ 2,133,465.46</u>		<u>\$ 2,818,269.80</u>
2,299,271.96 CR		2,960,669.80 CR
717,392.26	<u>LESS</u> Direct Debits to Bank Account -	
-	Payroll - 2 Pays processed in November (11/11 & 25/11)	722,271.78
250,000.00	Sundry	-
-	Transfer to Investment Funds	760,000.00
-	Transfer to CAD Loan 104	-
<u>967,392.26</u>		<u>1,482,271.78</u>
1,331,879.70 CR		1,478,398.02 CR
1,189,479.70	<u>LESS</u> Expenditure Statement - \$	1,329,143.31
<u>\$ 142,400.00</u> CR	<u>CASH BALANCE</u>	<u>\$ 149,254.71</u> CR
 <u>BANK RECONCILIATION</u> 		
157,743.40 CR	Balance as per Bank Statement	292,814.68 CR
9,368.85	<u>PLUS</u> Deposits not yet credited	26,400.41
- 8,162.64	<u>LESS</u> Deposits not yet reconciled	- 66,245.64
-	<u>LESS</u> Deposits not yet updated	-
-	<u>PLUS</u> Payments not yet reconciled	
<u>158,949.61</u> CR		<u>252,969.45</u> CR
6,073.42	<u>LESS</u> Unpresented Cheques & EFT's	66,216.79
10,476.19	Unpresented Direct Debits	37,497.95
<u>\$ 142,400.00</u> CR	<u>CASH BALANCE</u>	<u>\$ 149,254.71</u> CR

Current Interest Rate on Bank Account Balance is 0.10%

FINANCIAL STATEMENT - Monthly Bank Reconciliation continued.....

as at 31/10/2016 \$		as at 30/11/2016 \$
	<u>LGFA CAD LOAN 104</u>	
-	DR OPENING BALANCE	-
-	PLUS Deposits	-
-	LESS Withdrawals (Transfer to General Account)	-
-	Sundry	-
<u>\$ -</u>	DR <u>CASH BALANCE</u>	<u>\$ -</u> DR
	 <u>LGFA CAD LOAN 105</u>	
-	DR OPENING BALANCE	-
-	PLUS Deposits	-
-	LESS Withdrawals (Transfer to General Account)	-
-	Sundry	-
<u>\$ -</u>	DR <u>CASH BALANCE</u>	<u>\$ -</u> DR

Current Interest Rate on CAD Loan Balances is 3.75%

LOAN FUNDS OWING (Local Government Finance Authority)

Opening Bal	Loan Purpose	Interest Rate	Maturity Date	Closing Bal
84,178.62	101 RSL Bowls - Artificial Rink	5.05%	16/03/2019	84,178.62
3,091,416.23	102 Library	5.97%	15/06/2024	3,091,416.23
-	104 CAD - Variable Int Only	3.75%	17/06/2028	-
-	105 CAD - Variable Int Only	3.75%	17/08/2030	-
<u>\$ 3,175,594.85</u>				<u>\$ 3,175,594.85</u> DR

FINANCIAL STATEMENT - Monthly Bank Reconciliation continued.....

as at 31/10/2016 \$		as at 30/11/2016 \$
	<u>INVESTMENT FUNDS (Local Government Finance Authority)</u>	
1,116,011.88 CR	Opening Balance	524,330.16 CR
257,033.50	<u>PLUS</u> Deposits	1,405,014.00
	<u>PLUS</u> Interest	-
- 850,000.00	<u>LESS</u> Withdrawals (Transfer to Westpac)	- 500,000.00
-	Withdrawals (Transfer to CAD Loan 104)	-
<u>\$ 523,045.38</u> CR	CLOSING BALANCE	<u>\$ 1,429,344.16</u> CR

DOWNSTREAM DRAINAGE FUNDS (Local Government Finance Authority)

263,714.19 CR	OPENING BALANCE	263,714.19 CR
-	<u>PLUS</u> Deposits	1,131.39
-	<u>LESS</u> Withdrawals	-
<u>\$ 263,714.19</u> CR	CLOSING BALANCE	<u>\$ 264,845.58</u> CR

INVESTMENT OF FUNDS

Investment Funds - all invested - 'At Call' at	1.50%
Reserve Funds - all invested - '90 Days' at	2.00%

Prepared by:


.....
Finance Manager

Reviewed by:


.....
Chief Executive Officer

STRATEGIC PLANNING SUB COMMITTEE REPORT NO: 8/2016

SUBJECT: COMMUNITY PLAN – BEST PEOPLE BEST COMMUNITY – ORGANISATION STRUCTURE

REF: AF16/185

INTRODUCTION

The Best People Best Community framework was developed to deliver the Community Plan through a review of all services to identify Council's strengths, weaknesses and to identify opportunities to improve on the effective and efficient delivery of services.

Steps 3 and 4 involving a Service Review, SWOT Analysis and Functional Alignment of all of the services identified have now been completed. Consideration is now being given to the structure of the organisation to achieve the best delivery of services provided by Council (Step 5 of Best People Best Community).

DISCUSSION

As identified with Strategic Planning Sub-Committee Report No 6/2016 all of Council's services have been assessed in accordance with:

1. The level of alignment of the service with the strategic goals as contained within the Community Plan and Council core business;
2. Options per alternative service delivery including:
 - to continue with the level of a service.
 - alternative Service Delivery Models.
 - to decrease the level of service.
 - to provide no service.
 - to increase the level of a service.
3. How well a service meets intended performance outcomes and identifies:
 - Maintain performance;
 - Continuous Improvement;
 - Value and Efficiency; and
 - Delivery Review.

Upon the completion of the review of Council Services, consideration has been given to the most appropriate organisational structure to deliver the outcomes identified by the Community Plan and the ongoing demands placed on Local Government.

Council's Strategic Planning Sub-Committee will receive a verbal presentation by the Chief Executive Officer of the revised organisational structure at the Strategic Planning Sub-Committee meeting scheduled for Friday 25th November, 2016.

Following the Special Council Meeting on 5th December 2016, meetings will occur with Directors, Managers/Supervisors to inform them of the structure. Staff whose roles and reporting lines have been altered by the reviewed structure will meet with the Chief Executive Officer and relevant Directors & Supervisors.

There will be a general release of the organisational structure to all staff including a presentation by the Chief Executive Officer and Directors at staff meetings.

Strategic Planning Sub-Committee Report No. 08/2016 cont'd...

The implementation of the new structure will be staged over the first four months in 2017 with each new department coming 'on stream' following the commencement of each Director. Logistical office accommodation arrangements will occur in due course during 2017.

With a new organisational structure, it is likely that the reporting structure to Council will also be reviewed. Should the structure of the organisation reflect in part or fully, the four goals within the Community Plan, consideration will need to be given to the Standing Committee and Sub-Committee structure of Council to provide an effective reporting process between the Elected Members of Council and the administration. As the new structure will be implemented over several months in early 2017 Council will have adequate time to reflect upon and adjust the Decision Making Structure.

Once this process has been completed action plans for the new business units and individual staff will be developed and further refined to reflect the outcomes of each service that has been aligned to the Community Plan. Performance Manager will be modified to report on the Community Plan outcomes. The Action Plans will be supported by a revised Performance Development Review process with accomplishment records and development centres. These are outlined in Steps 6 – 8 of the Best People Best Community project work flow.

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.

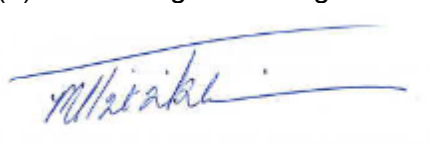
CONCLUSION

Best People Best Community is the framework being used to develop an understanding of the resource implications of the Community Plan.

It focuses on the efficiency and effectiveness of services delivered by Council for the community. The consideration of the organisation structure is about targeting improvement to Council's service delivery and aligning efforts towards achieving the aspirations of the Community Plan. Structure is not fixed and will be continuously recalibrated to meet the effective service delivery and needs of the community.

RECOMMENDATION

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



Tracy TZIOUTZIOUKLARIS
MANAGER BUSINESS AND STRATEGIC PLANNING

Sighted:



Mark McSHANE
CHIEF EXECUTIVE OFFICER

CORPORATE AND COMMUNITY SERVICES REPORT NO. 84/2016**SUBJECT: GRANT OF EASEMENT – ARAMANTA DEVELOPMENT****REF: AF14/196**

Council has been approached by the Aramanta Development Company to grant a sewerage easement in favour of SA Water through an existing Council reserve (community land) on Stella Place adjacent the boundary of the next residential development stage.

The attached aerial photo (Attachment 1) identifies the affected reserve and the attached plan (Attachment 2) shows the approximate location of the proposed easement within the Reserve.

The reserve is classified as community land (portion of Allotment 700 – Reserve in Deposited Plan 78751 contained in Certificate of Title Volume 6022 Folio 96). The original purpose of Allotment 700 was for stormwater management and pedestrian linkage and these purposes will not be diminished by the grant of an easement for sewerage purposes.

In the circumstances it is considered appropriate that an easement be granted for nil consideration subject to the applicant paying any and all costs associated with the negotiation, preparation and registration of documentation necessary to give effect to the grant of easement. Council Policy P420 Procurement and Disposal of Land and Assets provides direction in this instance.

Council authority is sought for the granting and registration of a sewerage easement on Allotment 700 for nil consideration and the execution of any necessary documents by the affixation of the common seal of the Council.

RECOMMENDATION

- (a) Corporate and Community Services Report No. 84/2016 be received;
- (b) Consent be given to a grant of easement on Lot 700 (Reserve) in Certificate of Title Volume 6022 Folio 96 (Stella Place) for sewerage purposes and a Licence to Enter for installation of infrastructure prior to registration of the easement on the Certificate of Title.
- (c) The Chief Executive Officer and Mayor be authorised to execute and affix the common seal of Council to any necessary documentation associated with resolution (b).
- (d) Council Policy *P420 Procurement & Disposal of Land and Assets* be reviewed to set less onerous provisions for disposal of a partial interest in land (such as an easement) where the net value to Council is not diminished to any material extent by the disposal.



Michael McCARTHY
MANAGER GOVERNANCE & PROPERTY

Sighted:



Mark McSHANE
CHIEF EXECUTIVE OFFICER

Stella Place Reserve – Location



Stella Place Reserve – Easement/Infrastructure Location

