

Reference: AF11/866

9th March, 2017

MEMBERS

NOTICE is given that the Operational Services Committee will meet in the following Meeting Room on the day, date and time as follows:

Operational Services Committee
(*Conference Room - Level 1*):

Tuesday, 14th March 2017 at 7:30 a.m.

An agenda for the meeting is enclosed.



Mark McSHANE
CHIEF EXECUTIVE OFFICER

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

OPERATIONAL SERVICES COMMITTEE

Meeting to be held on Tuesday, 14th March 2017 at 7.30 a.m.

AGENDA

1. COMMITTEES - Internal - Operational Services Committee - Projects to be undertaken by the Operational Services Department, Engineering Division, during month - Ref. AF11/866
2. DEVELOPMENT APPLICATION - Memorial Flame - Vansittart Park - Ref. DA17/62
3. PROPERTY MANAGEMENT - Compliance - Community Land Management - Ref. AF11/1381
4. COMMITTEES - City of Mount Gambier Building Fire Safety Committee - Minutes of Meeting held 27th February 2017 - Ref. AF15/571
5. COMMITTEES - City of Mount Gambier Building Fire Safety Committee - Minutes of (Special) Meeting held 7th March 2017 - Ref. AF15/571
6. COMMITTEES - Council Development Assessment Panel - Minutes of Meeting held 23rd February 2017 - Ref. AF16/445
7. FINANCIAL MANAGEMENT - Tender - Outdoor Fitness Equipment - Rail Lands - Ref. AF17/4
8. FINANCIAL MANAGEMENT - Tender - Supply and Delivery of Playground - Olympic Park - Ref. AF17/4
9. OPERATIONAL SERVICES REPORT NO. 5/2017 - Environmental Sustainability Innovation Fund - Recommendations - Ref. AF16/502

OPERATIONAL SERVICES COMMITTEE

Meeting to be held in the Conference Room, Operational Services Area, Level One of Civic Centre, 10 Watson Terrace, Mount Gambier, on Tuesday 14th March 2017 at 7.30 a.m.

AGENDA

PRESENT: Cr C Greco (Presiding Member)
Crs D Mutton, P Richardson, I Von Stanke and F Morello

APOLOGIES: moved the apology received from be
accepted.

seconded

COUNCIL OFFICERS: Chief Executive Officer, Mark McShane
Director Operational Services, Daryl Sexton
Team Leader Administration (Operational Services), Sally Wilson

COUNCIL MEMBERS
AS OBSERVERS:

WE ACKNOWLEDGE THE BOANDIK PEOPLES AS THE TRADITIONAL CUSTODIANS OF THE LAND WHERE WE MEET TODAY. WE RESPECT THEIR SPIRITUAL RELATIONSHIP WITH THE LAND AND RECOGNISE THE DEEP FEELINGS OF ATTACHMENT OUR INDIGENOUS PEOPLES HAVE WITH THIS LAND.

MINUTES: moved the minutes of the previous meeting held on
Tuesday, 14th February 2017 be taken as read and confirmed.

seconded

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

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

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

<u>Commenced Tasks</u>	<u>% Completed</u>
• James Street (paving works)	30%
• Hosking Avenue (kerbing works)	40%
• Lake Terrace East (footpath construction)	50%
• Thompson Street (footpath construction)	30%
• Badenoch Street (drainage works)	40%
• Gilmore Close (drainage works)	10%
• Hotmix intersections	5%
• Caroline Landfill (Cell 3B construction)	70%

Completed Tasks

- Foote Street (reconstruction)
- Lansell Street (reconstruction)
- Swan Street (reconstruction)
- Sparrow Avenue (reconstruction)

- O'Halloran Terrace (reconstruction)
- Kurrajong Street (reconstruction)
- Chauvel Street (reconstruction)
- Road Reseal Program

moved the report be received.

seconded

2. **DEVELOPMENT APPLICATION - Memorial Flame - Vansittart Park - Ref. DA17/62**

The Director Operational Services reported:

- (a) The RSL is seeking Council approval to install a memorial flame (which will only operate during specific events but will be a permanent structure) adjacent to the War Memorial at Vansittart Park;
- (b) the attached photograph shows the actual flame and its proposed location;
- (c) the RSL have applied for Development Approval for this project but as Council is the landowner, Council will also need to approve the installation of the flame.

moved it be recommended:

- (a) The report be received;
- (b) Council advise the RSL that it has no objection to the RSL supply and installing a memorial flame adjacent to the War Memorial at Vansittart Park as indicated in this report;
- (c) the costs of supply, installation and on going maintenance to be borne by the RSL unless otherwise determined by Council;
- (d) formal Development Approval be obtained by the RSL prior to any on site works.

seconded

3. **PROPERTY MANAGEMENT - Compliance - Community Land Management - Ref. AF11/1381**

The Director Operational Services reported:

- (a) Section 196 of the Local Government Act 1999 requires Council to have in place Community Land Management Plans for certain lands that it owns and/or controls. Council regularly receives new land holdings by way of "reserves" from new land divisions, and these, by definition are classified as community land;
- (b) prior to Council adopting a Community Land Management Plan for a parcel of land it must undertake community consultation on the proposed plan as set out in Section 197 of the Local Government Act 1999;
- (c) similarly, if Council wishes to amend an existing plan, this can be done pursuant to Section 198 of the Local Government Act 1999;
- (d) attached to the Operational Services Committee agenda is a Schedule of new (and amended) land holdings, that Council must now manage in accordance with an

adopted Community Land Management Plan, together with complete copies of the draft Community Land Management Plans.

moved it be recommended:

- (a) The report be received;
- (b) Council, in accordance with its Consultation Policy, place on public exhibition the draft Community Land Management Plans as listed in the Schedule below:

NEW COMMUNITY LAND MANAGEMENT PLANS		
CT Reference	Reserve Address	General Description
6163/671	Lot 1006 Springview Drive, Suttontown	Roadside Screening Reserve
6163/669	Lot 1001 Springview Drive, Suttontown	Open Drainage Reserve
6163/670	Lot 1004 Springview Drive, Suttontown	Open Drainage Reserve
6166/848	Lot 701 Rustic Court, Mount Gambier	Open Drainage Reserve
6166/785	Lot 907 Kennedy Avenue, Worrolong	Roadside Screening Reserve
6165/500	Lot 9 McCormick Road, OB Flat	Roadside Screening Reserve
6178/110	Lot 701 Pinehurst Drive, Worrolong	Open Drainage Reserve
6166/786; 6183/68	Lot 908 Kennedy Avenue & Lot 1004 Peppercross Court, Worrolong	Open Reserve
6183/66	Lot 1001 Peppercross Court, Worrolong	Roadside Screening Reserve
6183/67	Lot 1002 Peppercross Court, Worrolong	Roadside Screening Reserve

EXISTING COMMUNITY LAND MANAGEMENT PLANS (INCLUSION OF NEW LAND HOLDINGS)			
CT Reference	Reserve Address	General Description	New Land Holdings (to be included)
6097/232	18 Pinehurst Drive, Worrolong	Open Reserve	Remove historic address of 18 Pinehurst Drive (6097/232) and include 10-12 Carnoustie Court (6161/251) & Lot 702 Pinehurst Drive, Worrolong (6178/111)
5945/341	27 Maxwell Street, Mount Gambier	Open Reserve	Include Lot 206 (6172/470) & Lot 74 Maxwell Street (6034/265), Mount Gambier
6097/231	Lot 105 Kennedy Avenue, Worrolong	Roadside Screening Reserve	Include Lot 703 Pinehurst Drive, Worrolong (6178/112)
6124/908	Lot 604 Kennedy Avenue, Worrolong	Roadside Screening Reserve	Include Lot 704 Pinehurst Drive, Worrolong (6178/113)
6150/317	Lot 605 St Andrews Drive, Worrolong	Open Reserve (walkway)	Include Lot 705 Pinehurst Drive, Worrolong (6178/114)

- (c) Council further consider the draft plans together with any public comments received following the closing of the public consultation period.

seconded

4. COMMITTEES - City of Mount Gambier Building Fire Safety Committee - Minutes of Meeting held 27th February 2017 - Ref. AF15/571

moved it be recommended:

- (a) Minutes of the City of Mount Gambier Building Fire Safety Committee meeting held on Monday, 27th February 2017 be received;
- (b) the decisions made by the City of Mount Gambier Building Fire Safety Committee be noted.

seconded

5. COMMITTEES - City of Mount Gambier Building Fire Safety Committee - Minutes of (Special) Meeting held 7th March 2017 - Ref. AF15/571

moved it be recommended:

- (a) Minutes of the City of Mount Gambier Building Fire Safety Committee (Special Meeting) held on Tuesday, 7th March 2017 be received;
- (b) the decisions made by the City of Mount Gambier Building Fire Safety Committee be noted.

seconded

6. COMMITTEES - Council Development Assessment Panel - Minutes of Meeting held 23rd February 2017 - Ref. AF16/445

moved it be recommended:

- (a) Minutes of the Council Development Assessment Panel meeting held on Thursday, 23rd February 2017 be received;
- (b) the decisions made by the Council Development Assessment Panel be noted.

seconded

7. FINANCIAL MANAGEMENT - Tender - Outdoor Fitness Equipment - Rail Lands - Ref. AF17/4

The Director Operational Services reported:

- (a) Council has an allocation of \$50,000 (excluding GST) in the 2016/17 budget for the supply and delivery of outdoor fitness equipment for the Rail Lands precinct (refer Account 7680.5811/2);
- (b) the specification for this project indicates a desire for a number of outdoor fitness activities that could be spread between the trees and adjacent to the walking path;

- (c) Council invited five reputable playground suppliers to submit a quotation for this project. Each is summarised below (noting that visuals for each proposal will be available for display at the Operational Services Committee meeting):

Forpark	<ul style="list-style-type: none"> • 21 pieces • Up to 25 years warranty • \$50,000 (+GST) Supply and Delivery
Active Recreation	<p><i>Option 1</i></p> <ul style="list-style-type: none"> • 9 pieces (multiple users) • \$48,740 (+GST) <p><i>Option 2</i></p> <ul style="list-style-type: none"> • 5 pieces (multiple users) • \$49,920 (+GST) <p>Up to 20 years warranty</p>
A-Space	<ul style="list-style-type: none"> • 14 stations • \$38,182 (+GST) Supply and delivery • Up to 10 years warranty
Adventure Plus	<ul style="list-style-type: none"> • 7 items • \$50,000 (+GST) supply and delivery • Up to 15 years warranty
Great Outdoor Gym Company	<ul style="list-style-type: none"> • 17 stations supplied (all installed in one compact area) • \$42,160 (+GST) supply and delivery • Up to 25 years warranty

Summary

The proposals put forward by Forpark and The Outdoor Gym Company represent the best value and offer the best warranty. The equipment proposed in both submissions will cater for users of all fitness levels.

The Great Outdoor Gym Company propose to have all 17 stations on one compact site. The company does have an arrangement with Real Insurance whereby Real Insurance may subsidise the total project (including installation) up to 50% of the cost but in so doing will require acknowledgement by Council (a red “r” in the rubber based soft fall and use of the facility up to 15 times a year for the next 5 years for promotional purposes).

In addition, the proposal includes a quote to have this equipment installed and rubber based soft fall constructed. This is the best treatment currently available and would cost an additional \$22,210 (+GST) – in this case total installed cost is \$64,370 (+GST).

The Forpark proposal offers installation of \$17,800 (+GST) and an additional cost for rubber based soft fall. Forpark is a wholly owned SA company.

moved it be recommended:

- (a) The report be received;
- (b) Council accept the offer of The Great Outdoor Company to supply, deliver and install a 17 station outdoor gym at the Rail Lands in accordance with this quotation dated 28th January 2017 for a total price of \$64,370 (excluding GST);

- (c) The additional cost above the allocated budget be funded from the City Centre Redevelopment project (Account No. 7900.3999).

seconded

8. FINANCIAL MANAGEMENT - Tender - Supply and Delivery of Playground - Olympic Park - Ref. AF17/4

The Director Operational Services reported:

- (a) Council has an allocation of \$30,00 (excluding GST) in the 2016/17 budget (refer Account No. 7680.5801) for a new playground at Olympic Park (adjacent to the netball courts at the Aquatic Centre;
- (b) this playground was requested several years ago and the intention is to make the playground a secure place for small children during netball days (i.e. no direct access from the Olympic Park carpark) so small children have somewhere to go whilst mum's participate in sport, and on non netball days, the playground is accessible from the carpark;
- (c) the available area is quite small so one challenge was to design a playground for small children that does not occupy a lot of space;
- (d) five reputable playground manufactures were invited to submit proposals. Four proposals were received, and they are summarised below:

Adventure Plus	<ul style="list-style-type: none"> • 19 activities • Up to 15 years warranty • \$30,000 (+GST) for supply and delivery
Great Outdoor Gym Company	<ul style="list-style-type: none"> • They quoted on fitness equipment • Non conforming quotation
Active Recreation	<ul style="list-style-type: none"> • Limited equipment • In ground, small trampoline • \$29,870 (+GST) supply and delivery
A-Space	<p><i>Option 1</i></p> <ul style="list-style-type: none"> • 12 activities (over maximum available footprint) • \$22,043 (+GST) supply and delivery <p><i>Option 2</i></p> <ul style="list-style-type: none"> • 18 activities (including a steel roof with no protected edges) • \$22,965 (+GST) supply and delivery <p><i>Option 3</i></p> <ul style="list-style-type: none"> • 15 activities (over a smaller footprint) • \$26,697 (+GST) supply and delivery <p>Warranty only up to 10 years</p>

Summary

All equipment meets current Australian Standards. The length of warranty is one main issue to consider together with the number of activities available to users. All

quoted equipment can be viewed at the Operational Services Committee meeting (it can be projected on to the white screen).

It is anticipated that Council staff will install this equipment together with edging and soft fall (bark or sand).

moved it be recommended:

- (a) The report be received;
- (b) Council accept the quotation of Adventure Plus to supply and deliver playground equipment for the Olympic Park playground in accordance with quotation dated 17th January 2017 (quotation No. 43378) at a price of \$30,000 (+GST).

seconded

9. OPERATIONAL SERVICES REPORT NO. 5/2017 - Environmental Sustainability Innovation Fund - Recommendations - Ref. AF16/502

moved it be recommended:

- (a) Operational Services Report No. 5/2017 be received;
- (b) Council allocate funding to the applicants listed below for the 2016/2017 Environmental Sustainability Innovation Fund Grants:

APPLICANT	RECOMMENDED VALUE OF GRANT
Grant High School	\$5,000
Tenison Woods College - Bins	\$0**
Tenison Woods College - Green Waste	\$5,000*
Total:	\$10,000

**Recommendation subject to conditions of approval of project from school financial board*

***Recommendation to be changed to \$5,000 if initial Green Waste project is not approved*

seconded



Vansittart Park



Map Zoom: 110.2 m
Plot Date: Wednesday, 8 February 2017



SCHEDULE - COMMUNITY LAND MANAGEMENT PLANS

CT Reference	Reserve Address	General Description
NEW COMMUNITY LAND MANAGEMENT PLANS		
6163/671	Lot 1006 Springview Drive, Suttontown	Roadside Screening Reserve
6163/669	Lot 1001 Springview Drive, Suttontown	Open Drainage Reserve
6163/670	Lot 1004 Springview Drive, Suttontown	Open Drainage Reserve
6166/848	Lot 701 Rustic Court, Mount Gambier	Open Drainage Reserve
6166/785	Lot 907 Kennedy Avenue, Worrolong	Roadside Screening Reserve
6165/500	Lot 9 McCormick Road, OB Flat	Roadside Screening Reserve
6178/110	Lot 701 Pinehurst Drive, Worrolong	Open Drainage Reserve
6166/786; 6183/68	Lot 908 Kennedy Avenue & Lot 1004 Peppercress Court, Worrolong	Open Reserve
6183/66	Lot 1001 Peppercress Court, Worrolong	Roadside Screening Reserve
6183/67	Lot 1002 Peppercress Court, Worrolong	Roadside Screening Reserve
EXISTING COMMUNITY LAND MANAGEMENT PLANS (INCLUSION OF NEW LAND HOLDINGS)		
6097/232	18 Pinehurst Drive, Worrolong	Open Reserve
5945/341	27 Maxwell Street, Mount Gambier	Open Reserve
6097/231	Lot 105 Kennedy Avenue, Worrolong	Roadside Screening Reserve
6124/908	Lot 604 Kennedy Avenue, Worrolong	Roadside Screening Reserve
6150/317	Lot 605 St Andrews Drive, Worrolong	Open Reserve (walkway)

PROPOSED NEW**LOCAL GOVERNMENT ACT 1999 - SECTION 196****COMMUNITY LAND MANAGEMENT PLAN**

Owner: City of Mount Gambier

Reserve Title Description: CT 6163/671

Reserve Address: Lot 1006 Springview Drive, Suttontown

Reserve No: 566

Asset No: 566

General Description:

Roadside screening reserve.

Purpose of Land:

To provide a strip of reserve between a road and adjacent development.

Objectives of Land:

To prevent direct access from adjoining private property to road.

In some cases to provide for the planting of vegetation for screening and aesthetic purposes.

Proposal for Management:

Maintain vegetation in a healthy state.

Maintain screening reserve in a neat and tidy condition.

Performance Targets:

Replace dead and dying vegetation.

Grass to be generally less than 100 mm in length.

Measure of Performance Targets:

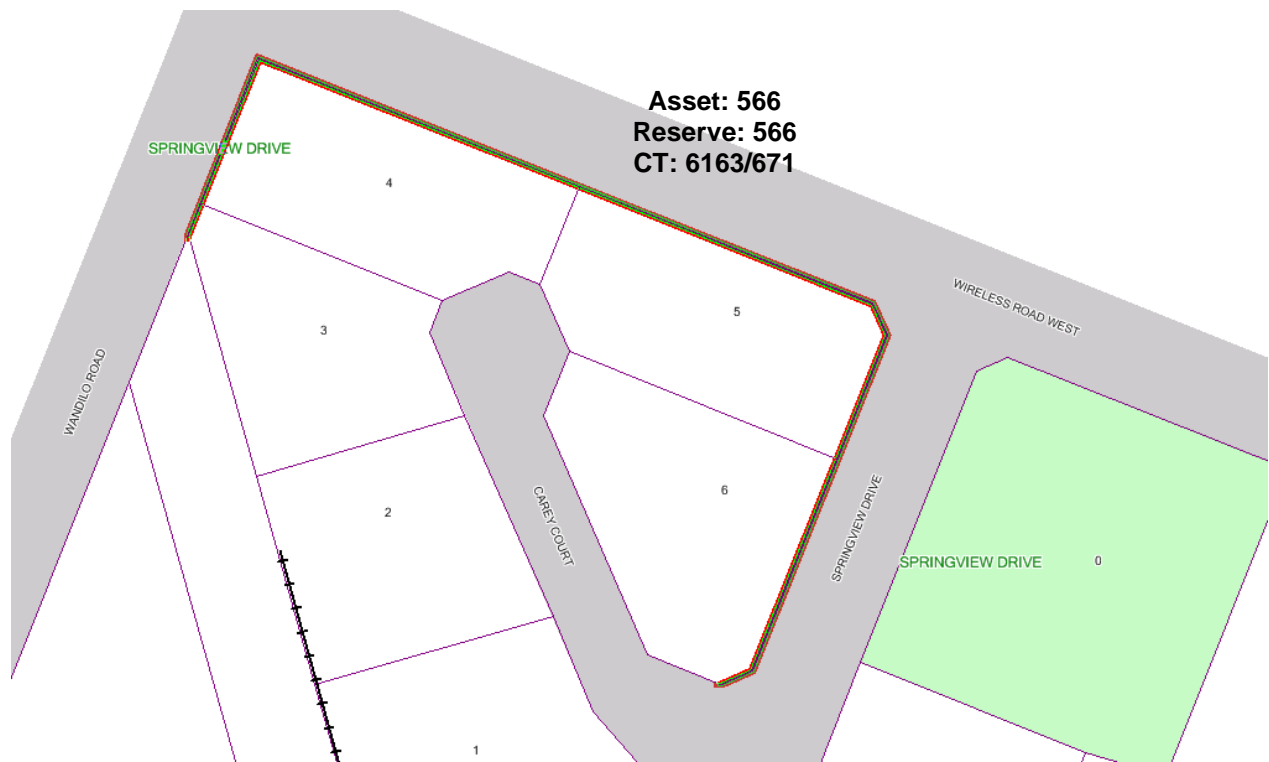
Biannual inspection of vegetation.

Maintain (and action) complaints received in relation to the reserve.

Random inspections of grass cutting and general presentation by supervisors.

Adopted by Council:

Asset 566



Plot Date: 8 March 2016



Disclaimer

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PROPOSED NEW**LOCAL GOVERNMENT ACT 1999 - SECTION 196****COMMUNITY LAND MANAGEMENT PLAN**

Owner: City of Mount Gambier

Reserve Title Description: CT 6136/669

Reserve Address: Lot 1001 Springview Drive, Suttontown

Reserve No: 567

Asset No: 567

General Description:

Open drainage reserve.

Purpose of Land:

To provide for stormwater retention and discharge.

Objectives of Land:

To provide an area of reserved land that may be utilised for future community needs of a recreational nature.

To provide a mix of trees/shrubs and open grass land.

To provide for stormwater drainage.

Proposal for Management:

Maintain vegetation in a healthy state.

Maintain reserve in a neat and tidy condition.

Maintain recreational equipment and built infrastructure in a safe and presentable condition.

Performance Targets:

Replace dead and dying vegetation.

Grass to be generally less than 100 mm in length.

Regular inspections and maintenance of all built infrastructure.

Measure of Performance Targets:

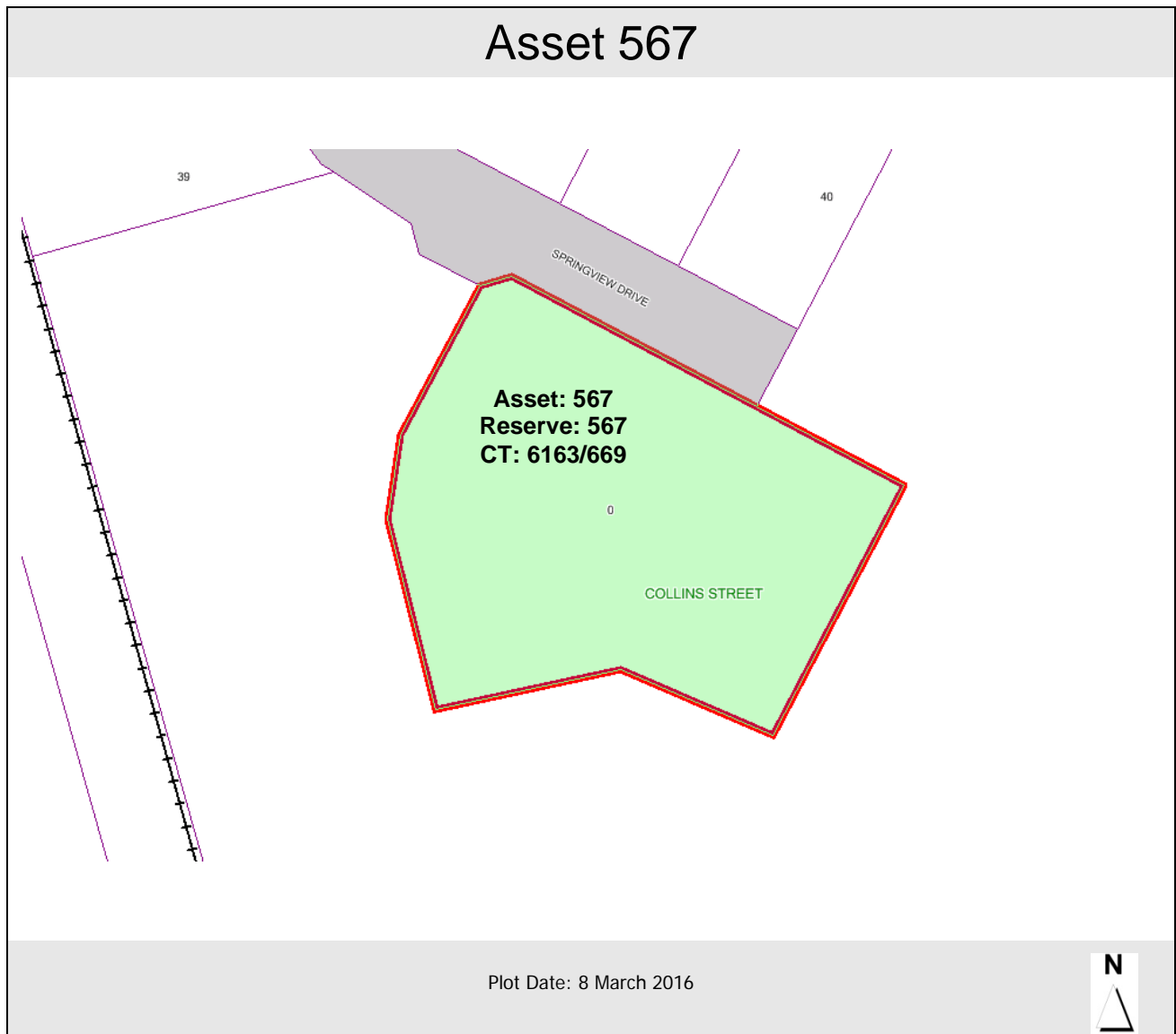
Biannual inspection of vegetation.

Maintain (and action) complaints received in relation to the reserve.

Random inspections by supervisors of grass cutting and general presentation.

Regular maintenance inspections of built infrastructure.

Adopted by Council:



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PROPOSED NEW**LOCAL GOVERNMENT ACT 1999 - SECTION 196****COMMUNITY LAND MANAGEMENT PLAN**

Owner: City of Mount Gambier

Reserve Title Description: CT 6136/670

Reserve Address: Lot 1004 Springview Drive, Suttontown

Reserve No: 568

Asset No: 568

General Description:

Open drainage reserve.

Purpose of Land:

To provide for stormwater retention and discharge.

Objectives of Land:

To provide an area of reserved land that may be utilised for future community needs of a recreational nature.

To provide a mix of trees/shrubs and open grass land.

To provide for stormwater drainage.

Proposal for Management:

Maintain vegetation in a healthy state.

Maintain reserve in a neat and tidy condition.

Maintain recreational equipment and built infrastructure in a safe and presentable condition.

Performance Targets:

Replace dead and dying vegetation.

Grass to be generally less than 100 mm in length.

Regular inspections and maintenance of all built infrastructure.

Measure of Performance Targets:

Biannual inspection of vegetation.

Maintain (and action) complaints received in relation to the reserve.

Random inspections by supervisors of grass cutting and general presentation.

Regular maintenance inspections of built infrastructure.

Adopted by Council:

Asset 568



Plot Date: 8 March 2016



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PROPOSED NEW**LOCAL GOVERNMENT ACT 1999 - SECTION 196****COMMUNITY LAND MANAGEMENT PLAN**

Owner: City of Mount Gambier

Reserve Title Description: CT 6166/848

Reserve Address: Lot 701 Rustic Court, Mount Gambier

Reserve No: 570

Asset No: 570

General Description:

Open drainage reserve.

Purpose of Land:

To provide for stormwater retention and discharge.

Objectives of Land:

To provide an area of reserved land that may be utilised for future community needs of a recreational nature.

To provide a mix of trees/shrubs and open grass land.

To provide for stormwater drainage.

Proposal for Management:

Maintain vegetation in a healthy state.

Maintain reserve in a neat and tidy condition.

Maintain recreational equipment and built infrastructure in a safe and presentable condition.

Performance Targets:

Replace dead and dying vegetation.

Grass to be generally less than 100 mm in length.

Regular inspections and maintenance of all built infrastructure.

Measure of Performance Targets:

Biannual inspection of vegetation.

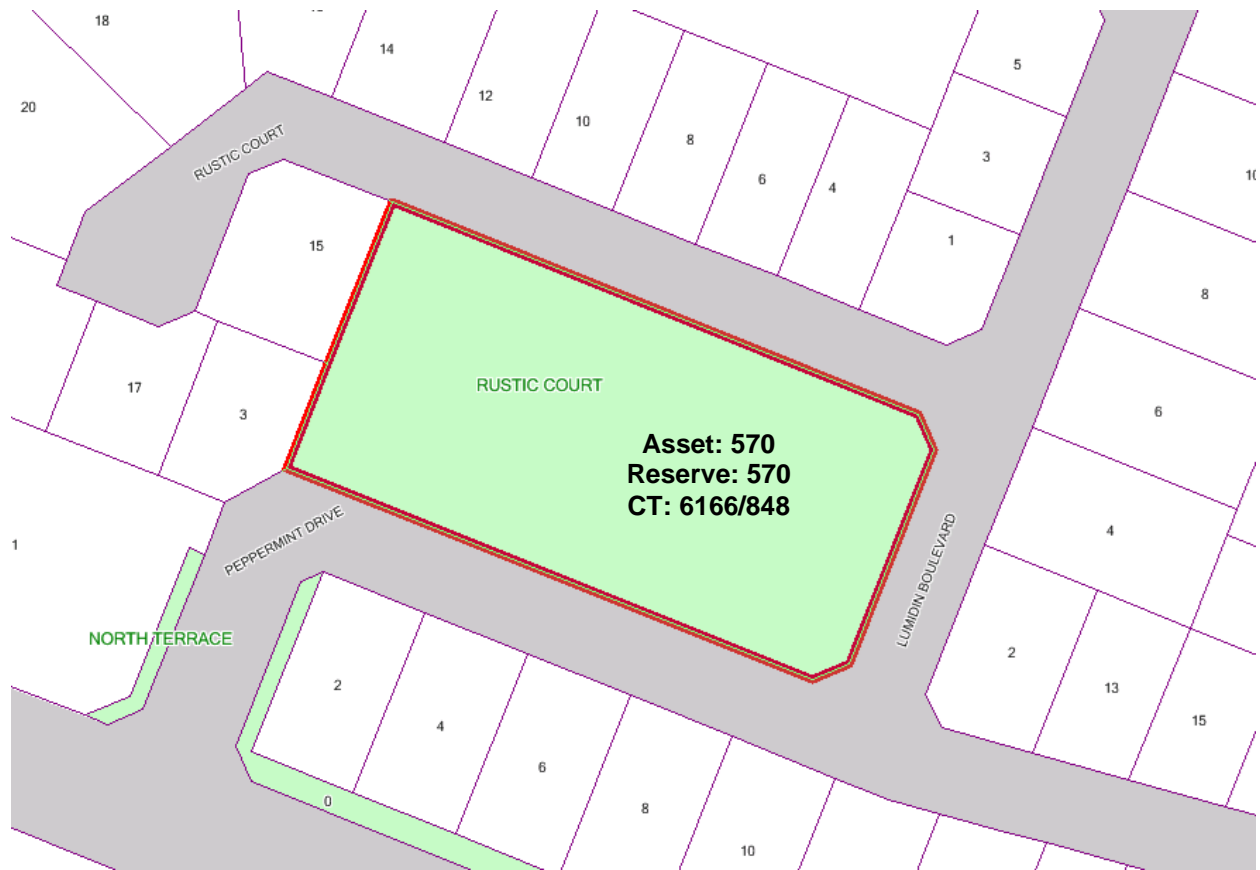
Maintain (and action) complaints received in relation to the reserve.

Random inspections by supervisors of grass cutting and general presentation.

Regular maintenance inspections of built infrastructure.

Adopted by Council:

Asset 570



Plot Date: 8 March 2016



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PROPOSED NEW**LOCAL GOVERNMENT ACT 1999 - SECTION 196****COMMUNITY LAND MANAGEMENT PLAN**

Owner: City of Mount Gambier

Reserve Title Description: CT 6166/785

Reserve Address: Lot 907 Kennedy Avenue, Worrolong

Reserve No: 571

Asset No: 571

General Description:

Roadside screening reserve.

Purpose of Land:

To provide a strip of reserve between a road and adjacent development.

Objectives of Land:

To prevent direct access from adjoining private property to road.

In some cases to provide for the planting of vegetation for screening and aesthetic purposes.

Proposal for Management:

Maintain vegetation in a healthy state.

Maintain screening reserve in a neat and tidy condition.

Performance Targets:

Replace dead and dying vegetation.

Grass to be generally less than 100 mm in length.

Measure of Performance Targets:

Biannual inspection of vegetation.

Maintain (and action) complaints received in relation to the reserve.

Random inspections of grass cutting and general presentation by supervisors.

Adopted by Council:

Asset 571



Plot Date: 8 March 2016



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PROPOSED NEW**LOCAL GOVERNMENT ACT 1999 - SECTION 196****COMMUNITY LAND MANAGEMENT PLAN**

Owner: City of Mount Gambier

Reserve Title Description: CT 6165/500

Reserve Address: Lot 9 McCormick Road, OB Flat

Reserve No: 573

Asset No: 573

General Description:

Roadside screening reserve.

Purpose of Land:

To provide a strip of reserve between a road and adjacent development.

Objectives of Land:

To prevent direct access from adjoining private property to road.

In some cases to provide for the planting of vegetation for screening and aesthetic purposes.

Proposal for Management:

Maintain vegetation in a healthy state.

Maintain screening reserve in a neat and tidy condition.

Performance Targets:

Replace dead and dying vegetation.

Grass to be generally less than 100 mm in length.

Measure of Performance Targets:

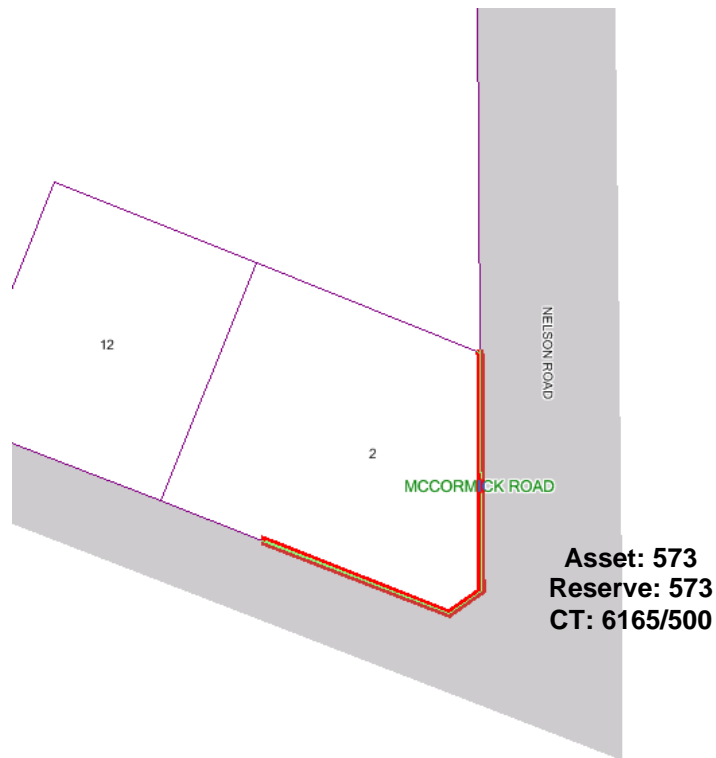
Biannual inspection of vegetation.

Maintain (and action) complaints received in relation to the reserve.

Random inspections of grass cutting and general presentation by supervisors.

Adopted by Council:

Asset 573



Plot Date: 8 March 2016



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PROPOSED NEW**LOCAL GOVERNMENT ACT 1999 - SECTION 196****COMMUNITY LAND MANAGEMENT PLAN**

Owner: City of Mount Gambier

Reserve Title Description: CT 6178/110

Reserve Address: Lot 701 Pinehurst Drive, Worrolong

Reserve No: 577

Asset No: 577

General Description:

Open drainage reserve.

Purpose of Land:

To provide for stormwater retention and discharge.

Objectives of Land:

To provide an area of reserved land that may be utilised for future community needs of a recreational nature.

To provide a mix of trees/shrubs and open grass land.

To provide for stormwater drainage.

Proposal for Management:

Maintain vegetation in a healthy state.

Maintain reserve in a neat and tidy condition.

Maintain recreational equipment and built infrastructure in a safe and presentable condition.

Performance Targets:

Replace dead and dying vegetation.

Grass to be generally less than 100 mm in length.

Regular inspections and maintenance of all built infrastructure.

Measure of Performance Targets:

Biannual inspection of vegetation.

Maintain (and action) complaints received in relation to the reserve.

Random inspections by supervisors of grass cutting and general presentation.

Regular maintenance inspections of built infrastructure.

Adopted by Council:

Asset 577



Plot Date: 8 March 2016



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PROPOSED NEW**LOCAL GOVERNMENT ACT 1999 - SECTION 196****COMMUNITY LAND MANAGEMENT PLAN**

Owner: City of Mount Gambier.

Reserve Title Description: CT 6166/786; 6183/68

Reserve Address: Lot 908 Kennedy Avenue, Worrolong & Lot 1004 Peppercross Court, Worrolong

Reserve No: 579

Asset No: 579; 580

General Description:

Open reserve.

Purpose of Land:

To provide for passive and active recreation for the benefit of the community.

Objectives of Land:

To provide recreational opportunities to the local neighbourhood, both passive and active.

To provide a community reserve area within an area of development.

To provide an area of reserved land that may be utilised for future community needs of a recreational nature.

To provide a mix of trees/shrubs and open grass land.

To provide for stormwater drainage.

Proposal for Management:

Maintain vegetation in a healthy state.

Maintain reserve in a neat and tidy condition.

Maintain recreational equipment and built infrastructure in a safe and presentable condition.

Performance Targets:

Replace dead and dying vegetation.

Grass to be generally less than 100 mm in length.

Regular inspections and maintenance of all built infrastructure.

Measure of Performance Targets:

Biannual inspection of vegetation.

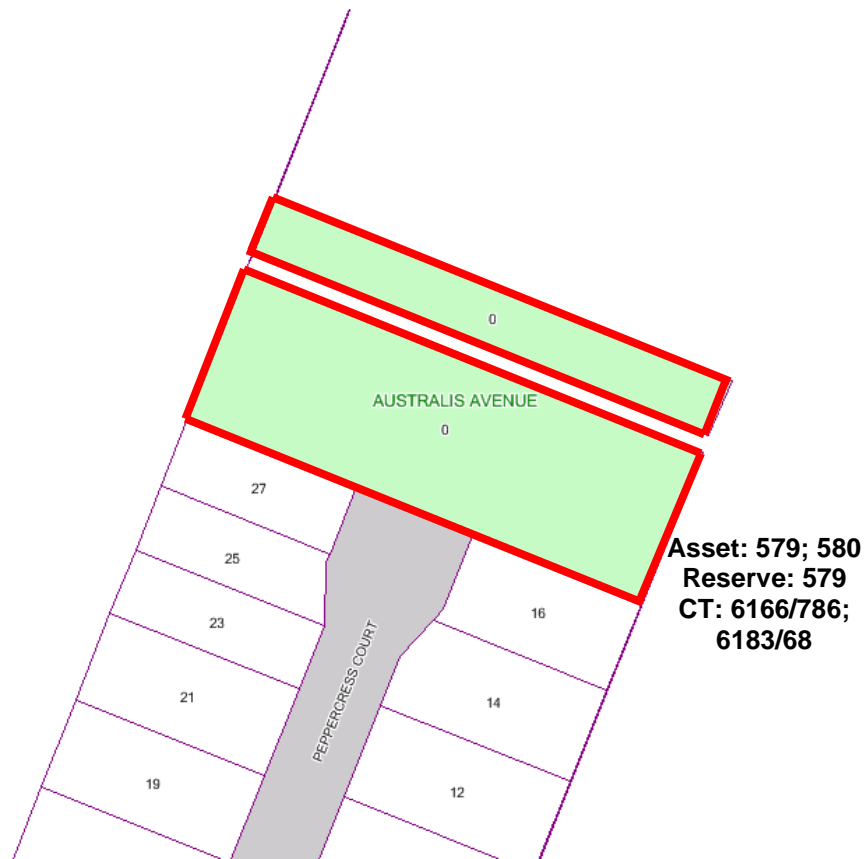
Maintain (and action) complaints received in relation to the reserve.

Random inspections by supervisors of grass cutting and general presentation.

Regular maintenance inspections of built infrastructure.

Adopted by Council:

Asset 579; 580



Plot Date: 8 March 2016



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PROPOSED NEW**LOCAL GOVERNMENT ACT 1999 - SECTION 196****COMMUNITY LAND MANAGEMENT PLAN**

Owner: City of Mount Gambier

Reserve Title Description: CT 6183/66

Reserve Address: Lot 1001 Peppercross Court, Worrolong

Reserve No: 581

Asset No: 581

General Description:

Roadside screening reserve.

Purpose of Land:

To provide a strip of reserve between a road and adjacent development.

Objectives of Land:

To prevent direct access from adjoining private property to road.

In some cases to provide for the planting of vegetation for screening and aesthetic purposes.

Proposal for Management:

Maintain vegetation in a healthy state.

Maintain screening reserve in a neat and tidy condition.

Performance Targets:

Replace dead and dying vegetation.

Grass to be generally less than 100 mm in length.

Measure of Performance Targets:

Biannual inspection of vegetation.

Maintain (and action) complaints received in relation to the reserve.

Random inspections of grass cutting and general presentation by supervisors.

Adopted by Council:

Asset 581



Plot Date: 8 March 2016



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PROPOSED NEW**LOCAL GOVERNMENT ACT 1999 - SECTION 196****COMMUNITY LAND MANAGEMENT PLAN**

Owner: City of Mount Gambier

Reserve Title Description: CT 6183/67

Reserve Address: Lot 1002 Peppercross Court, Worrolong

Reserve No: 582

Asset No: 582

General Description:

Roadside screening reserve.

Purpose of Land:

To provide a strip of reserve between a road and adjacent development.

Objectives of Land:

To prevent direct access from adjoining private property to road.

In some cases to provide for the planting of vegetation for screening and aesthetic purposes.

Proposal for Management:

Maintain vegetation in a healthy state.

Maintain screening reserve in a neat and tidy condition.

Performance Targets:

Replace dead and dying vegetation.

Grass to be generally less than 100 mm in length.

Measure of Performance Targets:

Biannual inspection of vegetation.

Maintain (and action) complaints received in relation to the reserve.

Random inspections of grass cutting and general presentation by supervisors.

Adopted by Council:

Asset 582



Plot Date: 8 March 2016



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PROPOSED AMENDED**LOCAL GOVERNMENT ACT 1999 - SECTION 196****COMMUNITY LAND MANAGEMENT PLAN**

Owner: City of Mount Gambier.

Reserve Title Description: CT 6161/252; 6161/251; 6178/111

Reserve Address: 10-12 Carnoustie Court & Lot 702 Pinehurst Drive, Worrolong

Reserve No: 546

Asset No: 546; 569; 578

General Description:

Open reserve.

Purpose of Land:

To provide for passive and active recreation for the benefit of the community.

Objectives of Land:

To provide recreational opportunities to the local neighbourhood, both passive and active (e.g. playground, large open play area).

To provide a community reserve area within an area of development.

To provide an area of reserved land that may be utilised for future community needs of a recreational nature.

To provide a mix of trees/shrubs and open grass land.

Proposal for Management:

Maintain vegetation in a healthy state.

Maintain reserve in a neat and tidy condition.

Maintain recreational equipment and built infrastructure in a safe and presentable condition.

Performance Targets:

Replace dead and dieing vegetation.

Grass to be generally less than 100 mm in length.

Regular inspections and maintenance of all built infrastructure.

Measure of Performance Targets:

Biannual inspection of vegetation.

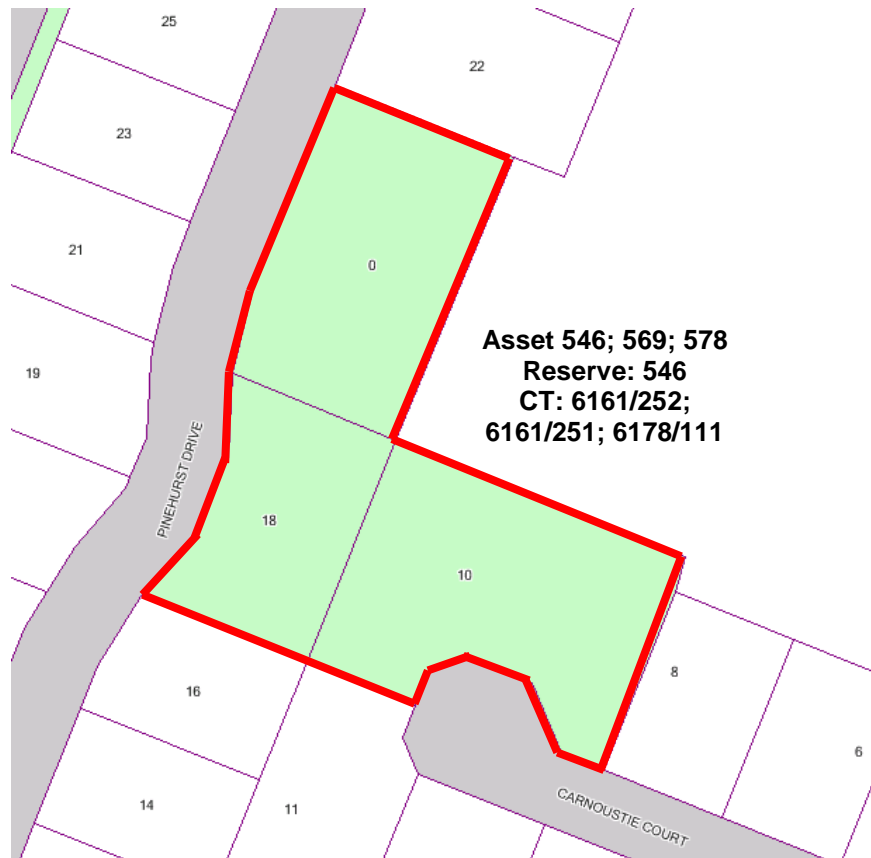
Maintain (and action) complaints received in relation to the reserve.

Random inspections by supervisors of grass cutting and general presentation.

Regular maintenance inspections of built infrastructure.

Adopted by Council:

Asset 546; 569; 578



Plot Date: 8 March 2016



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PROPOSED AMENDED**LOCAL GOVERNMENT ACT 1999 - SECTION 196****COMMUNITY LAND MANAGEMENT PLAN**

Owner: City of Mount Gambier.

Reserve Title Description: CT 5945/341; 6172/470; 6034/265

Reserve Address: 27 Maxwell Street, Lot 206 & Lot 74 Maxwell Street, Mount Gambier

Reserve No: 448

Asset No: 448; 572; 514

General Description:

Undulating open reserve incorporating a nature play area, stormwater treatment and disposal area.

Purpose of Land:

To provide for passive and active recreation and treed areas for the benefit of the community. To provide for stormwater treatment and disposal.

Objectives of Land:

To provide recreational opportunities to the local neighbourhood, both passive and active.
To provide a community reserve within an area of development.
To provide an area of reserve land that may be utilised for future community purposes.
To provide trees/shrubs and open grass land.
To provide for the treatment and disposal of stormwater for a significant residential catchment.

Proposal for Management:

Maintain vegetation in a healthy state.
Maintain reserve in a neat and tidy condition.
Maintain built infrastructure in a safe and presentable condition.
Maintain stormwater treatment and disposal infrastructure in a constant state of efficiency.

Performance Targets:

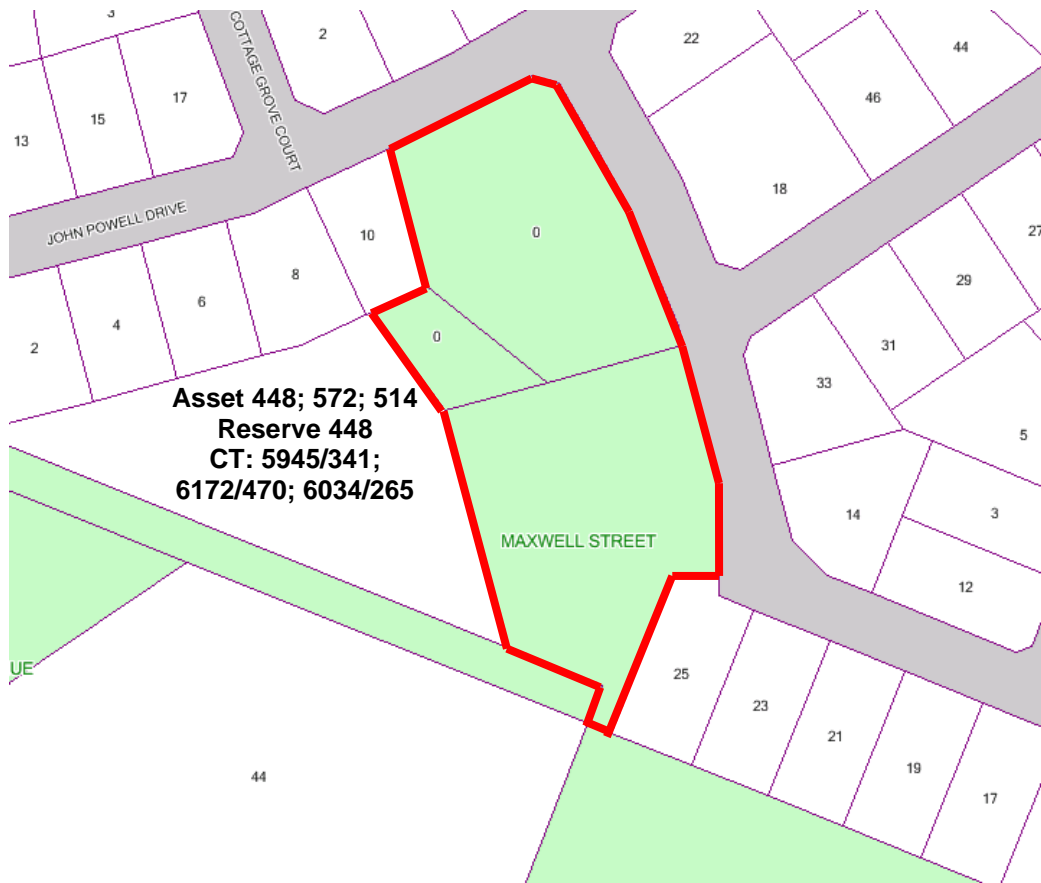
Replace dead and dieing vegetation.
Grass to be generally less than 100 mm in length.
Regular inspections of maintenance of all built infrastructure.

Measure of Performance Targets:

Biannual inspection of all trees.
Maintain register (and action) all complaints received in relation to the reserve.
Random inspections of grass cutting and presentation by supervisors.
Regular maintenance inspections of built and storm water infrastructure.

Adopted by Council:

Asset 448; 572



Plot Date: 8 March 2016



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PROPOSED AMENDED**LOCAL GOVERNMENT ACT 1999 - SECTION 196****COMMUNITY LAND MANAGEMENT PLAN**

Owner: City of Mount Gambier.

Reserve Title Description: CT 6097/231; 6178/112

Reserve Address: Lot 105 Kennedy Avenue & Lot 703 Pinehurst Drive, Worrolong

Reserve No: 549

Asset No: 549; 574

General Description:

Roadside screening reserve.

Purpose of Land:

To provide a strip of reserve between a road and adjacent development.

Objectives of Land:

To prevent direct access from adjoining private property to road.

In some cases to provide for the planting of vegetation for screening and aesthetic purposes.

Proposal for Management:

Maintain vegetation in a healthy state.

Maintain screening reserve in a neat and tidy condition.

Performance Targets:

Replace dead and dying vegetation.

Grass to be generally less than 100 mm in length.

Measure of Performance Targets:

Biannual inspection of vegetation.

Maintain (and action) complaints received in relation to the reserve.

Random inspections of grass cutting and general presentation by supervisors.

Adopted by Council:

Asset 549; 574



Plot Date: 8 March 2016



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PROPOSED AMENDED**LOCAL GOVERNMENT ACT 1999 - SECTION 196****COMMUNITY LAND MANAGEMENT PLAN**

Owner: City of Mount Gambier

Reserve Title Description: CT 6124/908; 6178/113

Reserve Address: Lot 604 Kennedy Avenue & Lot 704 Pinehurst Drive, Worrolong

Reserve No: 556

Asset No: 556; 575

General Description:

Roadside screening reserve.

Purpose of Land:

To provide a strip of reserve between a road and adjacent development.

Objectives of Land:

To prevent direct access from adjoining private property to road.

In some cases to provide for the planting of vegetation for screening and aesthetic purposes.

Proposal for Management:

Maintain vegetation in a healthy state.

Maintain screening reserve in a neat and tidy condition.

Performance Targets:

Replace dead and dying vegetation.

Grass to be generally less than 100 mm in length.

Measure of Performance Targets:

Biannual inspection of vegetation.

Maintain (and action) complaints received in relation to the reserve.

Random inspections of grass cutting and general presentation by supervisors.

Adopted by Council:

Asset 556; 575

Asset: 556; 575
Reserve: 556
CT: 6124/908;
6178/113



Plot Date: 8 March 2016



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PROPOSED AMENDED**LOCAL GOVERNMENT ACT 1999 - SECTION 196****COMMUNITY LAND MANAGEMENT PLAN**

Owner: City of Mount Gambier

Reserve Title Description: CT 6150/317; 6178/114

Reserve Address: Lot 605 St Andrews Drive & Lot 705 Pinehurst Drive, Worrolong

Reserve No: 555

Asset No: 555; 576

General Description:

Open reserve (walkway).

Purpose of Land:

To provide a walkway, for passive and active recreation for the benefit of the community.

Objectives of Land:

To provide a pedestrian link between areas within a development.

To provide an area of reserved land that may be utilised for future community needs of a recreational nature.

To provide a mix of trees/shrubs and open grass land.

Proposal for Management:

Maintain vegetation in a healthy state.

Maintain reserve in a neat and tidy condition.

Maintain recreational equipment and built infrastructure in a safe and presentable condition.

Performance Targets:

Replace dead and dying vegetation.

Grass to be generally less than 100 mm in length.

Regular inspections and maintenance of all built infrastructure.

Measure of Performance Targets:

Biannual inspection of vegetation.

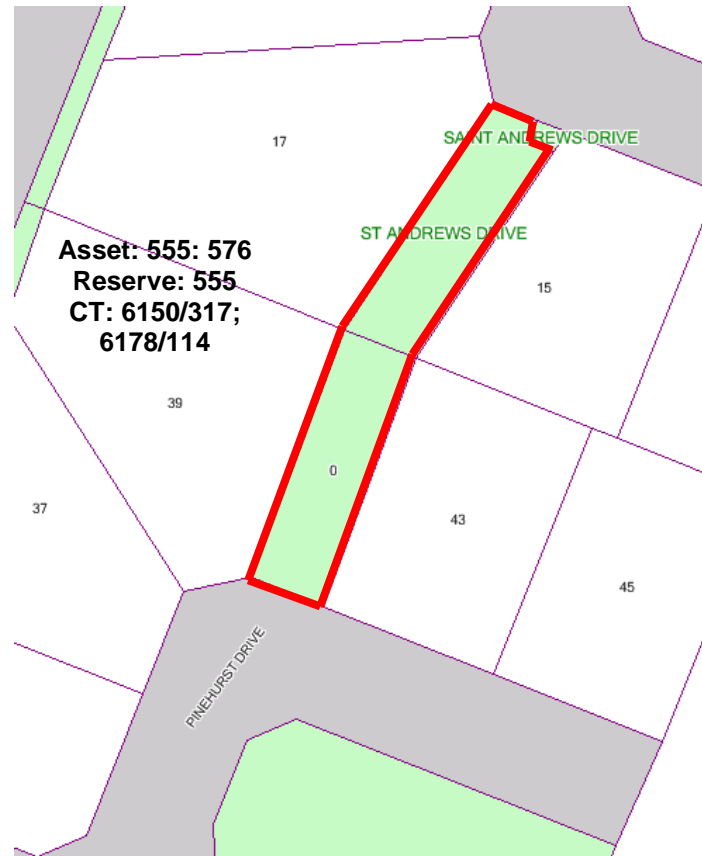
Maintain (and action) complaints received in relation to the reserve.

Random inspections by supervisors of grass cutting and general presentation.

Regular maintenance inspections of built infrastructure.

Adopted by Council:

Asset 555; 576



Plot Date: 8 March 2016



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CITY OF MOUNT GAMBIER BUILDING FIRE SAFETY COMMITTEE

Meeting held on Monday 27th February 2017 at 12.00 p.m. in the
Conference Room, Level One - Operational Services, Civic Centre

MINUTES

- PRESENT: Daryl Sexton (Director Operational Services)
Andy Sharrad (Metropolitan Fire Service)
Grant Riches (Professional Building Services)
- APOLOGIES: Andy Sharrad moved the apology received from Cr Ian Von Stanke be received.
- Grant Riches seconded Carried
- APPOINTMENT OF ACTING PRESIDING MEMBER: Nominations were invited for the position of Acting Presiding Member for this meeting of the Building Fire Safety Committee due to the absence of Cr Ian Von Stanke.
- Mr Andy Sharrad nominated Mr Daryl Sexton to be Acting Presiding Member of this meeting.
- There being no further nominations. Mr Daryl Sexton was elected as Acting Presiding Member of the Building Fire Safety Committee for this meeting only.
- COUNCIL OFFICERS: Tania Hassan (Building Officer)
Kathy Allen (Administration - Operational Services)
- OTHER ATTENDANCES: Mr Mark Searcy (Area Commander Mount Gambier) – SA Regional Metropolitan Fire Service Manager.
- MINUTES: Andy Sharrad moved that the Minutes of the Meeting held on Monday, 21st November 2016 be taken as read and confirmed.
- Grant Riches seconded Carried
- QUESTIONS: (a) With Notice - nil submitted.
(b) Without Notice - nil received.

1. BUILDING FIRE SAFETY COMMITTEE - MOGAS - 389A COMMERCIAL STREET WEST - AF16/491

The Building Officer reported:

- (a) The Building Fire Safety Committee at its meeting held on Monday, 21st November 2016 resolved:
- “(a) *the report be received;*
- (b) *Council staff undertake a detailed desk top review of the approved plans and compare the plans to the “as built” conditions. MFS to undertake a similar review of there files and send through to Council to include in the review. A consolidated report of findings be prepared and presented to the next meeting of the BFSC.*
- (c) *Council’s review of Developments:*

DA 381/0602/1997 (Bulk fertilizer store and canopy)

23/03/1998

Meeting with MFS (Other Notes)

- Storage tank ok, provided 1 hr. minimum water storage is supplied & separate power to tank.

26/03/1998

- MFS contacted RE: amended plan-received SAFS water storage tanks document (on file)

Summary

Above ground tank used to supply firefighting systems approved on the 11/05/1998 (attached).

ESP Form 3 (attached)

Unable to find approved site plan with site location of tank.

DA 381/0412/1999 (to construct a service trade premises on the site of the existing road transport depot and store i.e. RURAL SUPPLIES)

Condition of approval No 14:

Installation of a 25,000 litre water tank for firefighting purposes, must be in accordance of the requirements set out in the Configuration of Above Ground Water Tanks used to Supply Fire Fighting Systems from the South Australian Metropolitan Fire Services.

If this tank is used for any other purpose than for fire fighting than it is required to have to make up water to a minimum of 25, 000 litres at all times.

Summary

Combined floor area over 500m²

Approved site plan (attached) with location of tank (actual tank location differs from approved plan)

No other detail on file or ESP conditions.

C of O issued 28/08/2000

DA 381/0512/2007 (Rural supply outlet addition)

Building over 500m² and requires fire hydrant coverage.

ESP Form 3 (attached) issued with approval and includes Fire hydrant installation and Fire hose reels, etc. Follow up to ESP in other notes (02/12/2008)

- Noted-Fire hose reel installed –Inspection carried out (photo on file)

Summary

- Approved plans do not include a fire safety plan or proposed location of fire hydrant (on site plan)
- No other reference to ESP on file
- C of O issued 01/04/2011

DA 381/054/2008 workshop addition (verandah/canopy) to rural supply outlet

Canopy on the western side of rural merchandise warehouse

Condition of approval (building):

- Statement of Compliance

Summary

No ESP required

DA 381/0209/2014 change of use (Rural supplies to Mogas (fuel supply))**Summary**

Planning only approval required, no change of use (building approval not required)

DA 381/0345/2014 Installation of fuel tanks (Mogas)*Planning only approval, no building required**Referral to MFS for comment on fire safety (attached)***Summary***Further information was received from the applicant to the MFS, but no further correspondence from the MFS to the applicant was found on the file.**Email sent to MFS for comment on further information received (09/02/2017).***Summary of review***A site inspection found no on site hydrant (in the vicinity of Mogas) and only one (1) onsite storage tank for firefighting purposes and the location questionable for coverage of all buildings on site and its vicinity to a fuel storage tank.**The desk top review found that although provision had been made for hydrant coverage of buildings being constructed on the site initially (storage tank); and the fact that fire hydrant installation was included on the ESP Form 3, DA 381/0512/2007 for additions to the than Rural supply outlet (now Mogas) but not installed.**In conclusion the site would appear to be deficient for water supply in the event of a fire for use by the MFS."*

- (d) MFS have not responded at the time of the Agenda preparation.

Grant Riches moved it be recommended

- (a) The report be received.
- (b) The Building Fire Safety Committee is of the opinion that the fire fighting facilities available at the site are sub standard (water supply quantity, coverage, location of the tank/hydrant to diesel distribution facility) and therefore pursuant of S71(2) of the Development Act 1993 require the owner to forward a report prepared in accordance with the requirements of the Act within two (2) months of the date of notification addressing the matters listed in this resolution.

Andy Sharrad seconded**Carried****2. BUILDING FIRE SAFETY COMMITTEE - BOWLING ALLEY - 103 COMMERCIAL STREET WEST, MOUNT GAMBIER - AF16/500**

The Building Officer reported:

- (a) The Building Fire Safety Committee at its meeting held on Monday, 21st November 2016 resolved:

"(a) The verbal report from Mr Chris Tully be received;

- (b) Pursuant to Section 71(2) of the Development Act 1993, the property owner of 103 Commercial Street, Mount Gambier be required to submit a report, prepared by an appropriately qualified person, to address the Building Fire Safety of the building, with such report to be provided to Council within two (2) months of the date of the notice.

The report should pay particular attention to the issues listed below (noting this list may not be exhaustive):

- Main exit to Elizabeth Street - Non Complying;
- Only one Emergency Light in circular stair well;

- *External Fire escape - balustrade non complying*
 - *to many gaps*
 - *lack of external lighting*
 - *Emergency lighting in bowling alley*
 - *None at back of the lanes*
 - *Some smoke detectors in this area (but on the lower ceiling level, not the highest)."*
- (b) The building owner has now provided a report as required by the Building Fire Safety Committee and this report is attached to the Agenda as Appendix 1.

Daryl Sexton moved it be recommended

- (a) **The report be received.**
- (b) **The report prepared by Chapman Herbert Architects (Reference: Odeon Plaza BFSC Report January 2017) be received.**
- (c) **The Building Fire Safety Committee accept the recommendations contained in the Chapman Herbert Architects Report including the additional matters to be addressed:**
- **the rear of the bowling lanes (where the machinery is housed) have a compliant AS1670 smoke detection system provided to this area (which will include smoke detection in the roof cavity above the ceiling) – to be certified by a Form 2.**
 - **all other works relevant to Building Fire Safety Services to be subject to Form 2 notification.**

and now seek an implementation timeframe (which should not exceed six (6) months) for the works to be completed).

- (d) **Priority to be given to the removal of the roller door in Elizabeth Street.**

Andy Sharrad seconded

Carried

MOTIONS WITHOUT NOTICE - Nil

GENERAL BUSINESS

- (a) **Next Building Fire Safety Committee meeting to be confirmed.**

The meeting closed at 12:32 p.m.

CITY OF MOUNT GAMBIER (SPECIAL MEETING) BUILDING FIRE SAFETY COMMITTEE

Meeting held Tuesday 7th March 2017 at 1.00 p.m. in the
Conference Room, Level One - Operational Services, Civic Centre

MINUTES

PRESENT: Cr Ian Von Stanke (Presiding Member)
Daryl Sexton (Director Operational Services)
Andy Sharrad (Metropolitan Fire Service) - by telephone
Grant Riches (Professional Building Services) – by telephone

COUNCIL OFFICERS: Chris Tully (Building Officer)
Tania Hassan (Building Officer)

OTHER ATTENDANCES: Nil

APOLOGIES: Nil

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

**1. BUILDING FIRE SAFETY COMMITTEE - INTERNATIONAL MOTEL - 300 JUBILEE
HIGHWAY WEST - Ref: AF11/255**

The Director Operational Services reported:

- (a) Council received a request from the managers of the International Motel at 300 Jubilee Highway West, Mount Gambier, to inspect the fire alarm system at the motel as they were concerned about how they, as new managers, had been instructed to operate the system;
- (b) Council, together with the Metropolitan Fire Service, attended the site on Friday, 3rd March 2017 and the report from Mr Alex Withers of the Mount Gambier Metropolitan Fire Service is attached to the agenda;
- (c) on Tuesday, 7th March 2017, Mr Daryl Sexton (Authorised Officer) and Mr Chris Tully of the City of Mount Gambier attended the site and carried out a further inspection (report attached to the agenda).

Cr Von Stanke moved it be recommended:

- (a) **The report be received.**
- (b) **The Building Fire Safety Committee note the origins of the requirement of the Building Fire Safety Committee to install an AS1670.1 alarm system to the International Motel, 300 Jubilee Highway West, Mount Gambier and the subsequent compliance with this requirement.**
- (c) **The Building Fire Safety Committee receive the report from Acting Station Officer Alex Withers (2505) of the MFS Mount Gambier dated 3rd March 2017.**
- (d) **The Building Fire Safety Committee receive the report of Mr Daryl Sexton (authorised Officer) summarising the results of an inspection at the International Motel conducted on Tuesday 7th March 2017. The report notes that there was no written evidence of detectors working, the fire insulation panel was reporting faults at the time of the inspection, a number of out of date fire extinguishers and evidence of at least one emergency light missing.**

- (e) The Building Fire Safety Committee, having considered all the evidence now available, is of the opinion that the occupation and use of the International Motel, 300 Jubilee Highway West, Mount Gambier presents an unacceptable risk to the occupants. Both the owner and manager of the motel be advised that pursuant to Section 71(3)(b)(iii) of the Development Act 1993 they are prohibited from offering occupation and use of the building (apart from the managers occupying the managers residence) until the Building Fire Safety Committee is satisfied that the fire hazard no longer exists (evidenced by the alarm and detection system previously required by the Building Fire Safety Committee being a fully operational system and certified by an independent expert, all fire fighting services have been tested and appropriately tagged by an independent expert and all emergency lighting being fully compliant with the previous requirements of the Building Fire Safety Committee).
- (f) The Building Fire Safety Committee authorises Mr Daryl Sexton (authorised Officer) to monitor the requirements of this notice and when satisfied, remove this notice to allow the motel to recommence use and occupation subject to Mr Sexton providing immediate notification to the Building Safety Committee of his actions at the appropriate time.

Grant Riches seconded

Carried

The meeting closed at 1:26 p.m.

COUNCIL DEVELOPMENT ASSESSMENT PANEL

Meeting held on Thursday, 23rd February 2017 at 5.45 p.m. in the
Conference Room, Level One - Operational Services, Civic Centre

MINUTES

PRESENT: Cr I Von Stanke, Mrs M Trotter, Ms E Finnigan and Mr P Seebohm

NOT PRESENT: Cr D Mutton

APPOINTMENT OF
ACTING PRESIDING
MEMBER:

The Director Operational Services invited nominations for the position of Acting Presiding Member for this meeting of the Council Development Assessment Panel due to the absence of Mrs E Travers.

Ms Finnigan nominated Mr Seebohm to be Acting Presiding Member of this meeting.

There being no further nominations, Mr Seebohm was elected as Acting Presiding Member of the Council Development Assessment Panel for this meeting only.

Carried

The Acting Presiding Member took the chair for the following business:

APOLOGY/IES: Cr Von Stanke moved the apology received from Mrs E Travers and Cr C Greco be accepted.

Mrs Trotter seconded

Carried

COUNCIL OFFICERS: Director Operational Services, Daryl Sexton
Manager Regulatory Services, Michael Silvy
Project Officer, Josh Wilson
Administration Officer - Operational Services, Sarah Moretti
Administration Officer – Operational Services, Elisa Solly

WE ACKNOWLEDGE THE BOANDIK PEOPLES AS THE TRADITIONAL CUSTODIANS OF 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 THE LAND.

MINUTES: Mrs Trotter moved that the minutes of the Meeting held on Thursday, 19th January 2017 be taken as read and confirmed.

Cr Von Stanke seconded

Carried

REPRESENTATIONS: The Acting Presiding Member read the following statement to the Applicants that attended the meeting:

- Every Council is required to establish a Development Assessment Panel to determine and make decisions on development applications as delegated to the Panel.
- The Panel operates under the Development Act.
- When the Panel is considering an application, it must assess the proposal against Council's Development Plan.
- This will involve a judgement based on whether or not the proposed development meets and satisfies planning principles.
- The Development Assessment Panel consists of four (4) Independent Members and three (3) elected Council Members.
- The meeting itself is informal, however all decisions made by the Development Assessment Panel are formal.

- There will be no talking or interacting from the public gallery. If there is, you may be asked to leave.
- Once the Panel has heard your representation we will ask you to leave as the Development Assessment Panel reaches its decision in confidence. You may ring your Council tomorrow afternoon to find out the results of tonight's meeting.
- You will each have five (5) minutes to make your presentation.

Development Application No: 381/0436/2016

- Eddie Sakkers, the Applicant, spoke in relation to this matter at 5.51 p.m.

Development Application No: 381/022/2017

- G L Watson, the Owner, was not able to speak in relation to this matter due to a lack of quorum on his Item.

Pursuant to Division 4, Part 4, Section 56A (7) of the Development Act, 1993, Mr Josh Wilson disclosed a non pecuniary interest in Item 1 (*the Applicant is a family member of his*) and did not:-

- Take part in discussion by the Council Development Assessment Panel relating to the matter; or
- While such discussion is taking place, be in, or in close vicinity of, the room in which or other place at which the matter is being discussed.

Mr Wilson vacated the meeting at 5:56 p.m.

- | | |
|------------------------|--|
| Development Number: | 381/0393/2016 |
| Applicant: | J.F. Wilson Building Designs |
| Owner: | Catholic Church Endowment Society |
| Description: | To construct additions (offices, storage and staff facilities) to an existing building, to construct a verandah and to modify an existing stone fence located on a State Heritage Listed Place – St Paul's Roman Catholic Church Complex |
| Address: | 1/20 Penola Road, Mount Gambier |
| Nature of Development: | Non-complying / Category 1 |
| Zoning: | Residential / State Heritage Place |
| Report: | Council Development Assessment Panel Report No. 2 / 2017 |
| Correspondence: | Letter from Applicant, Correspondence from Department of Environment, Water and Natural Resources State Heritage Unit |

The Council Development Assessment Panel moved it be recommended:

- Council Development Assessment Panel Report No. 2 / 2017 be received;
- Having regard to the provisions of the relevant Development Plan and all supporting documentation, Development Plan Consent be granted upon receipt of concurrence from the Development Assessment Commission subject to the following Conditions (and including any DAC conditions that may be applicable):
 - The development shall be carried out in accordance with the plan/s as approved by the Council and with the Conditions of Approval.
 - The building and land shall not be used for purposes other than those approved by Council.
 - Provision shall be made for the disposal of stormwater and surface drainage to the reasonable satisfaction of Council.
 - Existing landscaping located on the subject site shall be retained and maintained at all times.

5. The hours of operation of the office and the use of the office shall not create a nuisance and/or disturbance for any person/s and/or property in the immediate area.
 6. Any lights on the office building must be directed and screened so that overspill of light into nearby premises is avoided and drivers are not distracted.
 7. The building and surrounds shall be maintained in a state of good repair and tidy condition at all times.
- (c) The Applicant and Owner be advised that the reasons for Councils Conditions of Consent are:
1. The proposed development is not at serious variance to the relevant Development Plan.
 2. The proposed development improves and enhances the amenity and character of the subject site and the area.
 3. To ensure orderly and proper development.
- (d) All relevant plans, reports and documentation be forwarded through to the Development Assessment Commission seeking their concurrence for the granting of the Development Plan Consent.

Carried

Mr Wilson returned to the meeting at 5:57 p.m.

- | | |
|------------------------|--|
| 2. Development Number: | 381/026/2017 |
| Applicant: | Thomson Bilt |
| Owner: | G S Mattiske |
| Description: | To construct a garage 104 square metres in area |
| Address: | 1A Keegan Street, Mount Gambier |
| Nature of Development: | Consent / Category 1 |
| Zoning: | Residential Zone |
| Report: | Council Development Assessment Panel Report No. 3 / 2017 |
| Correspondence: | Letter from Applicant |

The Council Development Assessment Panel moved it be recommended:

- (a) Council Development Assessment Panel Report No. 3 / 2017 be received;
- (b) The Applicant and Owner be advised that having regard to the Development Plan and all supporting documentation, the proposed development is considered not to be at serious variance with Council's Development Plan and be granted Development Plan Consent subject to the following condition:
 1. The development shall be carried out in accordance with the Plan/s as approved by Council.
 2. The garage shall only be used for purposes associated with the existing residential land use of the subject property.
- (c) The Applicant and Owner be advised that the reasons for Council's Condition of Consent are:
 1. To ensure orderly and proper development.

2. It is not at serious variance with Council's Development Plan.

Carried

Pursuant to Division 4, Part 4, Section 56A (7) of the Development Act, 1993, Ms Emily Finnigan disclosed a non pecuniary interest in Item 3 (*the Applicant is a work colleague of hers*) and did not:-

- (a) Propose or second a motion relating to the matter; or
- (b) Take part in discussion by the Council Development Assessment Panel relating to the matter; or
- (c) While such discussion is taking place, be in, or in close vicinity of, the room in which or other place at which the matter is being discussed; or
- (d) Vote in relation to that matter.

Ms Finnigan vacated the meeting at 5:55 p.m.

3. Development Number: 381/022/2017
 Applicant: Thomson Bilt
 Owner: J A & G L Watson
 Description: To construct a carport in front of an existing dwelling
 Address: 22 Ramsay Avenue, Mount Gambier
 Nature of Development: Consent / Category 1
 Zoning: Residential Zone
 Report: Council Development Assessment Panel Report No. 4 / 2017
 Correspondence: Correspondence from Applicant

Due to the absent of Ms E Finnigan for this Item, this resulted in a lack of quorum. The Item was not able to be discussed and was differed to the next Council Development Assessment Panel meeting.

Ms Finnigan returned to the meeting at 5:56 p.m.

4. Development Number: 381/025/2017
 Applicant / Owner: R M Flett
 Description: To construct a garage 166 square metres in area
 Address: 137 Suttontown Road, Suttontown
 Nature of Development: Consent / Category 1
 Zoning: Residential Zone
 Report: Council Development Assessment Panel Report No. 5 / 2017
 Correspondence: Correspondence from Applicant

The Council Development Assessment Panel moved it be recommended:

- (a) The Council Development Assessment Panel defer consideration pending further information regarding the extent of demolition and how the buildings are physically connected.

Carried

5. Development Number: 381/0436/2016
 Applicant / Owner: E Sakkers
 Description: Change of use from a Storage Building to a Retail Showroom within a Local Centre Zone, adjacent to a Residential Zone
 Address: 68 Jubilee Highway West, Mount Gambier
 Nature of Development: Consent/Category 2 (Development Regulations, Schedule 9 (Part 2 – 19)
 Zoning: Local Centre
 Report: Council Development Assessment Panel Report No. 6 / 2017

Council Development Assessment Panel Meeting Minutes of Thursday 23rd February 2017 Cont'd....

Correspondence: Statement of Representation from H Ramsden, Letter from Applicant

The Council Development Assessment Panel moved it be recommended:

- (a) The Council Development Assessment Panel does not support the application in its current form;
- (b) The Council Development Assessment Panel adjourn the discussion pending further conversation with the Applicant in regards to carparking and traffic management.

Carried

MOTIONS WITHOUT NOTICE - Nil

The meeting closed at 6:40 p.m.

24th February, 2017
AF16/445
SM

CONFIRMED THIS

DAY OF

2017.

.....
PRESIDING MEMBER

OPERATIONAL SERVICES REPORT NO. 5/2017

**SUBJECT: ENVIRONMENTAL SUSTAINABILITY INNOVATION FUND -
RECOMMENDATIONS**

REF: AF16/502

Introduction

The Environmental Sustainability Innovation Fund Program was established to provide merit-based grants to individuals and groups to research new technologies and develop new products, processes and/or services which led to positive environmental, social and economic outcomes for the community.

The Environmental Sustainability Innovation Fund Program aims to encourage projects that make a positive contribution to the City and demonstrate consistency with outcomes from Council's Community Plan including the following key strategies:

- a community engaged in building a sustainable future
- a healthy and pristine natural environment
- residents participate in activities that promote physical and mental wellbeing
- entrepreneurial ideas that shape a progressive city

This fund supports projects with priorities to:

- establish Mount Gambier as a national leader in sustainability innovation
- stimulate creativity and exploration within the local community
- enhance the resilience of the community
- support activities that could reduce environmental impact
- increase skills, capacity and knowledge with the community
- improve efficiencies in current practices
- reduce costs of undertaking and continuing activities

Guidelines

1. The innovation fund is allocated by grants;
2. any individual or group residing/located within the City of Mount Gambier is eligible to apply;
3. the maximum amount of any grant available is \$5000.00;
4. the criteria for selection of grant recipients are:
 - (a) potential of positive environmental, social and economic outcomes achieved (verification through data collection and monitoring will be looked upon favourably);
 - (b) level of innovation;
 - (c) project design;
 - (d) the capacity and capability of the applicant to undertake the project, including providing referees to that effect;
 - (e) transferability potential, both knowledge and economically;
 - (f) the works shall be undertaken within six (6) months of approval of grant;
 - (g) the successful applicant must submit to Council, an invoice or receipt of payment for the completed project, prior to the grant being issued (where reasonable).

Discussion

Overall there were three applications received (see attachment) from local public and private high schools. On Tuesday 28th February the Environmental Sustainability Officer assessed the applications received for the fund, in accordance with the aims, objectives, selection criteria and guidelines of the program.

The summary of each application is as follows:

- Grant High School: An investigation into the feasibility of compost heating on a small scale Project

The project aims to investigate the feasibility of undertaking a small scale biomass project, in the form of compost heating. A class will experiment with various approaches, equipment set ups and materials to gather information and provide insights. This project can demonstrate to students the financial opportunity presented from alternative energy production and diverting waste materials from landfill. It will also enable students to use a multidisciplinary approach to gaining knowledge and skills, specifically in the STEM disciplines. Beyond the impact this project will have on current and future students at Grant High School, there will be a public presentation, radio interview, case study, article and "How To" Guides to share the learning's, knowledge and outputs of the project with the local community.

- Tenison Woods College: Waste Facilities Improvement Project

This project is to install waste and recycling infrastructure at strategic locations within the school grounds. These installations add value to the College's efforts to improve waste and recycling education and behaviours, both within and out of school. This project would expand the recycling facilities and provide students and teachers with greater opportunities to divert waste from landfill. This project will use creative tools for engagement and deliver greater exposure and learning for the students and wider school community. Installing waste facilities will have a positive environmental, social and economic outcome for the community through reducing waste to landfill and building resilience and knowledge for students, teachers and parents. A public presentation, case study, article, radio interview and internal media within Tenison Woods College will be used to share the outputs and learning's of this project.

- Tenison Woods College: Green Waste Processing Innovation Project

This project aims to support the installation and leasing of a green waste processing unit within Tenison Woods College. The school has had success in installing small composting units which process food scraps and organic waste daily. The amount of organic waste which is produced within the school is beyond the capacity of these composting units and so the College wishes to move towards installing a large capacity green waste processing unit, Gaiarecycle. This project would expand the recycling facilities and provide students and teachers with greater opportunities to divert waste from landfill. This project will have a positive environmental, social and economic outcome as organic waste will be diverted from landfill and composting material may be delivered to the community. A public presentation, case study, article, radio interview and internal media within Tenison Woods College will be used to share the outputs and learning's of this project.

Each project has been assessed and an evaluation matrix has been created (see attachment) and the final recommendations for the remaining \$10,000 allocation of the Environmental Sustainability Innovation Fund have been decided. This \$10,000 is the remaining amount available for the 2016/2017 Environmental Sustainability Innovation Fund as allocated in the budget.

Operational Services Report No. 5/2017 cont'd...

RECOMMENDATION

- (a) Operational Services Report No. 5/2017 be received;
- (b) Council allocate funding to the applicants listed below for the 2016/2017 Environmental Sustainability Innovation Fund Grants:

APPLICANT	RECOMMENDED VALUE OF GRANT
Grant High School	\$5,000
Tenison Woods College - Bins	\$0**
Tenison Woods College – Green Waste	\$5000*
Total:	\$10,000

**Recommendation subject to conditions of approval of project from school financial board*

***Recommendation to be changed to \$5,000 if initial Green Waste project is not approved*



Carmel RON
ENVIRONMENTAL SUSTAINABILITY OFFICER

sighted:



Mark McSHANE
CHIEF EXECUTIVE OFFICER

7th March, 2017
SW

(Refer Item of Operational Services Committee Minutes)

Environmental Sustainability Innovation Fund 2016 Evaluation Matrix

[illegible]



SUSTAINABILITY INNOVATION FUND APPLICATION

Please read the Sustainability Innovation Fund Guidelines before completing this form. It includes the selection criteria which will be used to assess this application.

CLOSING DATE: Friday 24th February

Late or incomplete applications will not be accepted.

Name	David Thompson Coordinator Science/STEM		
Organisation	Grant High School Mount Gambier		
Email	Paula.foote416@schools.sa.edu.au		
Address	PO Box 8221 Mount Gambier East SA 5291		
Phone / Mob	08 87263100		
Project Name	<i>An investigation into the feasibility of compost heating on a small scale</i>		
Amount requested (max \$5,000)	\$5000		
Total cost of project	\$10,000		YES

WHAT IS YOUR PROJECT IDEA? – 100 words or less

This will be used in Council communication regarding the Sustainability Innovation Fund Program.

Mount Gambier is characterised by winters that can get to temperatures as low as 5°C, which implies that heating is required. Heating is a significant cost in Mount Gambier and similar climates.

Green Industries SA estimates that the region produces an excess of 6.4 million tonnes of Accessible Waste Biomass, that is, waste biomass which is deemed practically available for resource recovery purposes.

A few companies are emerging in the region to utilise this biomass on a large scale for waste to energy projects, but unfortunately little has been done to demonstrate that waste to energy is viable on a small scale.

Grant High School has been approached to investigate the feasibility of undertaking a small scale biomass project, in the form of compost heating. Schools are an ideal institution to conduct this investigation through STEM and also demonstrate to students that money can be generated through what people see as waste.

YOUR PROJECT

1. How will you run your project? Include the following as relevant: planning, timelines, milestones

A teacher and class has been established to begin the project. This class is currently identifying suitable locations on the school site and researching possible designs. The collection of suitable composting material is underway with material coming from onsite as well as external organisations for comparison studies. External organisations are being approached for the possible donation of materials.

Current timeline

Feb 2017 to April 2017

- Design research
- Collection of materials
- Establishment of secure area

April 2017 to July 2017

- Construction of prototypes using standard 240 litre bins
- Experimentation of materials for heat generation

July 2017 to October 2017

- Data collection on prototype designs
- Evaluation of prototypes

November 2017

- Evaluation and presentation of project

2018

- Continuation of prototype refinement
- Scale up to larger project designs eg. 1 m³ prototypes

The project will investigate the following:

- i. Can the concept work in our climate?
- i. What is the best feedstock/compost material in terms of chipping size, moisture content and heat output?
- i. To what temperature can the water and/or air be heated to?
- i. Compost piles can heat either water or air, or both and in what situations would heating be applied?
- i. Is there a correlation between the size of the compost pile and size of the space that can be heated?
- i. How long can compost piles heat air or water for?
- i. What is the approximate cost to set up the required infrastructure?
- i. What is the best space to store the compost pile, that is, in a tank, cage or something else, or even nothing?

2. What are the intended positive environmental, social and/or economic outcomes from your project?

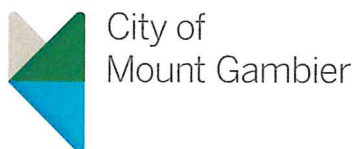
- Compost heating is a renewable, environmentally friendly form of heating, much more so than electricity or gas. In addition to this, it is a more beneficial use of the source material as biomass is not only being used to produce compost, but at the same time extract heat.
- This heating method has the potential to be almost free, once the initial equipment is purchased.
- This form of heating has potential to reduce heating costs for community organisations, households and businesses.
- There is a possibility that new business or industry can be created. If it is proven to work well and is cost effective, there would be a market for a company to set these systems up for people who do not feel confident doing it themselves. The company could also remove the compost, when heat production is reduced from the compost pile, if the customer does not want to use it on site.
- The knowledge gained from this project is transferrable to any part of the country. Communities living in hot climates can use this method to heat water.
- Through this project career pathways will be opened up, creating authentic community links, thus building the confidence for all students involved.

3. How will you evaluate this project? (Verification through data collection and monitoring will be looked upon favourably)

Throughout the project students will be collecting Scientific data for comparison purposes as well as keeping a photo journal. A report and presentation will be prepared for public release.

Students will use digital data probes to ensure the reliability of our data collection.

At the end of the project a 'How to Guide' will be produced that can be used by others.



SUSTAINABILITY INNOVATION FUND APPLICATION

4. How will you share the learning's, knowledge and outputs from your project with the local community?

*Grants will not be provided without a commitment to share learning's at no cost.

Public Presentation	Yes
Radio Interview	Yes
Case Study	Yes
Article	Yes
Other	Social Media both Grant High School and DECD South Australian Science Teacher Association

Checklist – Supporting Documents

Please provide any documents you believe will help with your application

I certify that, to the best of my knowledge, the statements in this application are true. I have read and I understand the City of Mount Gambier Environmental Sustainability Innovation Fund Program Guidelines.

I acknowledge that the City of Mount Gambier cannot guarantee funding for any application.

If the grant is successful, I agree to acknowledge the contribution and support of the City of Mount Gambier in any publicity relating to my project. I also agree to submit the required acquittal form, as well as two digital photographs relating to my project, that can be used by the City of Mount Gambier for promotional purposes.

Name David Thompson

Signature 

Date 24, 2, 17



SUSTAINABILITY INNOVATION FUND APPLICATION

Please read the Sustainability Innovation Fund Guidelines before completing this form. It includes the selection criteria which will be used to assess this application.

CLOSING DATE: Friday 24th February

Late or incomplete applications will not be accepted.

Name	Tom Linnell		
Organisation	Tenison Woods College		
Email	linnt@tenison.catholic.edu.au		
Address	Cnr White Ave & Shepherdson Rd Mount Gambier		
Phone / Mob	0403996790 0887255455		
Project Name	Waste facilities improvement		
Amount requested (max \$5,000)	\$5000		
Total cost of project	\$17400+gst	Would you accept partial funding?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO

WHAT IS YOUR PROJECT IDEA? – 100 words or less

This will be used in Council communication regarding the Sustainability Innovation Fund Program.

Tension Woods College has been working to improve our streaming of waste and reduce our overall footprint on the environment. Over the past three years, the college has dramatically reduced the total amount of waste being sent to landfill, streaming specific waste types, running engaging competitions, and incorporating waste into the Early Years to Year 12 curriculum.

One priority for the college in 2017 is to ensure the school's facilities not only facilitate waste streaming, but encourage students to take a lead. In this project, we intend to install ten dual stream waste stations (recycling & landfill) around the college.



SUSTAINABILITY INNOVATION FUND APPLICATION

YOUR PROJECT

1. How will you run your project? Include the following as relevant: planning, timelines, milestones

We have already contacted City of Mount Gambier Council Sustainability Officer, Carmel Ron, who has put us in contact with suppliers of the recently installed bin housing on Commercial St by Urban Designs. After speaking with both Darren at Urban Designs and Carmel at the Council, the college feels that consistency within the bin designs in the community and inside of the school would best aid in students, staff and visitors correctly streaming their waste within the whole community.

1. Obtain quote from Urban Design (Completed and attached 3/2/17)
2. Identify hotspot areas with student leaders
3. Draw up plan and attach to Masterplan image
4. Take to College Building and Grounds Committee for input and approval
5. Obtain approval from Finance Committee
6. Order from Urban Design and receive expected completion timeframe
7. Order arrives and hotspot locations are prepared
8. Construct and install housing
9. Discuss at whole school assembly the new systems and expectations
10. Run a poster design competition across the whole school, illustrating what waste goes in which bin.
11. Review systems at the end of each term, seek input for improvement from students, staff and visitors.

Within the next 12 months we also intend to have a green waste system in place and intend to extend the ability to stream waste by adding an additional housing for food scraps and biodegradable packaging.



SUSTAINABILITY INNOVATION FUND APPLICATION

12. What are the intended positive environmental, social and/or economic outcomes from your project?

Environmental

- Significant reduction in cross contamination of waste streams. Decreased landfill waste within the college and also local community through better streaming to the school and city.

Social

- Lifelong educational awareness of individual roles. Incorporation into subject curriculum. Wellbeing aspects contributed to a cleaner community environment.

Economic

- Reduction in landfill dumping due to continually reduction in landfill, at school, at home and in the community. Increase employment for local processors of recyclable materials.

13. How will you evaluate this project? (Verification through data collection and monitoring will be looked upon favourably)

This project will be evaluated in a number of ways. We currently have two years of data on 10c recyclables containers which we'd assume would increase with the additional bins provided. We'd also monitor and share the amount of recyclable paper/cardboard/plastic being collected and disposed of, hoping initially for increase, followed by projects encouraging avoidance, reduction, and reuse of these items before the recycling phase. We are also currently measuring and setting reduction targets for all waste streams, aiming for reductions of specific percentages on a student capita basis.

14. How will you share the learning's, knowledge and outputs from your project with the local community?

*Grants will not be provided without a commitment to share learning's at no cost.



SUSTAINABILITY INNOVATION FUND APPLICATION

<i>Public Presentation</i>	<i>We would be happy to share our journey on the public stage, celebrating the strong partnership we've fostered with the City of Mount Gambier Council. In the past we have supported the local council in the KESAB Tidy Towns completion, giving judges tours. Similar tours have also been given to local and interstate school tours of our campus.</i>
<i>Radio Interview</i>	<i>I'd be happy to take part in a radio interview, as I am sure my student leadership team would also. We also have a college radio program, ShineFM, which, if successful would also be heavily mentioned.</i>
<i>Case Study</i>	<i>Happy to be involved and assist with data collection.</i>
<i>Article</i>	<i>Yes</i>
<i>Other</i>	

Checklist – Supporting Documents

Please provide any documents you believe will help with your application

I certify that, to the best of my knowledge, the statements in this application are true. I have read and I understand the City of Mount Gambier Environmental Sustainability Innovation Fund Program Guidelines.

I acknowledge that the City of Mount Gambier cannot guarantee funding for any application.

If the grant is successful, I agree to acknowledge the contribution and support of the City of Mount Gambier in any publicity relating to my project. I also agree to submit the required acquittal form, as well as two digital photographs relating to my project, that can be used by the City of Mount Gambier for promotional purposes.

Name Tom Linnell

Signature *Tom Linnell* Date 7 / 2 / 17

Attached Documents -



OAKDALE Part No. BN180

- - Litter Bin & Recycle Bin surround
 - Mild steel body
 - Powder coated finish (Varierty of colours available)
 - Stainless steel top
 - Available in 120 litre and 240 litre



SUSTAINABILITY INNOVATION FUND APPLICATION

Hi Tom,

Thanks for your enquiry, The Litter and recycle bin surrounds that we have manufactured for the Mount Gambier City Council were our part number UDG3-BN40 Oakwood style.

The size of the surrounds are to take a 240ltr wheelie bin and can be powder coated to any Dulux colour range. The price of this style of bin surround is \$870.00ea +GST. For the double units that we supplied \$1740.00 +GST per pair.

Please have a look at our website for our various models.

Kind Regards,

Darren Rice

m 0419 551 359

p +61 (0) 3 9357 8884

f +61 (0) 3 9357 8886

e darren@urbandesigngroup.com.au

w urbandesigngroup.com.au

a 92 Capital Link Drive, Campbellfield 3061



From: Linnell Tom [<mailto:linnt@tenison.catholic.edu.au>]

Sent: Thursday, 2 February 2017 4:27 PM

To: darren@urbandesigngroup.com.au

Subject: Bin Housing Quote

Hi Darren

My name is Tom Linnell and I am a Sustainability Coordinator at Tenison Woods College in Mount Gambier. I have recently been in touch with our local Mount Gambier Council to try discuss the supplier of the bin housings they purchased within the last few years from you. I'd like to work to maintain consistency within our local community to assist students in doing the right thing inside and outside of school. Can you please provide me with images of their bin housing and a rough estimate on the costs involved? We'd really like to investigate a three bin system involving Landfill, 10c Recyclables as well as Green Waste. Do you manufacture something similar? I recall the council have a dual 10c recyclables and landfill. We are a large school with 1350 students and would be after a large quantity of these housings groups (between 5-15 groups dependent on price).

I look forward to hearing back from you.

Kind regards,

Tom Linnell

SUSTAINABILITY INNOVATION FUND APPLICATION





SUSTAINABILITY INNOVATION FUND APPLICATION

Please read the Sustainability Innovation Fund Guidelines before completing this form. It includes the selection criteria which will be used to assess this application.

CLOSING DATE: Friday 24th February

Late or incomplete applications will not be accepted.

Name	Tom Linnell		
Organisation	Tenison Woods College		
Email	linnt@tenison.catholic.edu.au		
Address	Cnr White Ave & Shepherdson Rd Mount Gambier		
Phone / Mob	0403996790 0887255455		
Project Name	Green Waste Processing Innovation		
Amount requested (max \$5,000)	\$5000		
Total cost of project	\$18000 + GST per annum (rental) (+ installation)	Would you accept partial funding?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO

WHAT IS YOUR PROJECT IDEA? – 100 words or less

This will be used in Council communication regarding the Sustainability Innovation Fund Program.

Tension Woods College has been working to improve our streaming of waste and reduce our overall footprint on the environment. Over the past three years, the college has dramatically reduced the total amount of waste being sent to landfill, streaming specific waste types, running engaging competitions, and incorporating waste into the Early Years to Year 12 curriculum.

In a recent bin audit, organic food waste makes up approximately 45% of waste by weight in landfill bins around our college. A leading group of students, with the support of the College Sustainability Coordinator and Principal, propose the leasing of a GaiaRecycle unit to turn our green waste to a rich soil improver for our many gardens and local community.

YOUR PROJECT

1. How will you run your project? Include the following as relevant: planning, timelines, milestones

In November of 2015, Tenison Woods College became the first Catholic school in the state to implement a mechanical organic food waste system, in the purchasing for four domestic composting units from Closed Loop. These machines have been running nearly nonstop since then, capable of processing 20kgs of waste each day, providing the students with a thought provoking learning experience and the community with rich soil improver. However, as correct disposing of organic waste by student increase, these machines have struggled to match the demand. Also, having the canteen and café recently convert their packaging from polystyrene to biodegradable paper products, additional solutions were investigated to find a way to reuse soiled biodegradable food packaging.

On the 12th of August 2016, after conversation with a range of suppliers of larger industrial units, Sustainability Coordinator Tom Linnell went to see a Gaiarecycle unit, capable of processing 100kg of food waste a day, in action at Trinity College in Melbourne. This impressive unit processed both food waste and paper food packaging, using heat and a grinding activity to produce an equally rich by-product, drastically reduced the college's landfill contribution.

1. Obtain recent and accurate quote.
2. Propose a management system for green waste, consulting all stakeholders (Café/Canteen, Students, Staff, Cleaners, Grounds Staff, Leadership).
3. Formulate a plan with the Senior Special Education (Poplars) students about possible employment as 'Resource Collectors' and assist in the management of the system.
4. Consult Board and Building and Grounds Committee with proposed system of green waste management. Receive input and make appropriate changes.
5. Receive approval from Finance Committee and place order.
6. Work with Grounds Team to set up necessary infrastructure (bin housing, collection points, shedding).
7. Install unit in place and run a series of test runs.
8. Attend Whole and Sub-school assemblies to mention the system, why it will be beneficial, and how we can all support it.
9. Review systems at the end of each term, seek input for improvement from students, staff and visitors.

SUSTAINABILITY INNOVATION FUND APPLICATION

2. What are the intended positive environmental, social and/or economic outcomes from your project?

Environmental

- Significant reduction in cross contamination of waste streams. Decreased landfill waste within the college and community.

Social

- Lifelong educational awareness of individual roles. Incorporation into subject curriculum. Wellbeing aspects contributed to a cleaner community environment.

Economic

- Reduction in landfill dumping due to continually reduction in landfill, at school, at home and in the community. Increase employment opportunity for the Poplars students after school.

3. How will you evaluate this project? (Verification through data collection and monitoring will be looked upon favourably)

This project will be consistently evaluated and incorporated as a learning opportunity within the college. It will be evaluated through the comparison of green waste found in landfill pre and post installation, changes to attitudes to green recycle at home, and surveys targeted towards students, staff and the college community. As a result, we should also see a reduction in the numbers of waste dumpsters used on site as green waste streaming is continually improved. The usage and packaging of the green waste nutrient rich by-product would also be something that would be monitored, to see how the product can be best utilise (whether it be in our college community or in the wider community).

4. How will you share the learning's, knowledge and outputs from your project with the local community?

*Grants will not be provided without a commitment to share learning's at no cost.



SUSTAINABILITY INNOVATION FUND APPLICATION

<i>Public Presentation</i>	<i>We would be happy to share our journey on the public stage, celebrating the strong partnership we've fostered with the City of Mount Gambier Council. In the past we have supported the local council in the KESAB Tidy Towns completion, giving judges tours. Similar tours have also been given to local and interstate school tours of our campus.</i>
<i>Radio Interview</i>	<i>I'd be happy to take part in a radio interview, as I am sure my student leadership team would also. We also have a college radio program, ShineFM, which, if successful would also be heavily mentioned.</i>
<i>Case Study</i>	<i>Happy to be involved and assist with data collection.</i>
<i>Article</i>	<i>Yes</i>
<i>Other</i>	

Checklist – Supporting Documents

Please provide any documents you believe will help with your application

I certify that, to the best of my knowledge, the statements in this application are true. I have read and I understand the City of Mount Gambier Environmental Sustainability Innovation Fund Program Guidelines.

I acknowledge that the City of Mount Gambier cannot guarantee funding for any application.

If the grant is successful, I agree to acknowledge the contribution and support of the City of Mount Gambier in any publicity relating to my project. I also agree to submit the required acquittal form, as well as two digital photographs relating to my project, that can be used by the City of Mount Gambier for promotional purposes.

Name Tom Linnell

Signature *Tom Linnell* Date 9 / 2 / 17

Attached Documents -

SUSTAINABILITY INNOVATION FUND APPLICATION



SUSTAINABILITY INNOVATION FUND APPLICATION





SUSTAINABILITY INNOVATION FUND APPLICATION

From: Doug at Ecoguardians [<mailto:doug@ecoguardians.com.au>]
Sent: Monday, 15 August 2016 8:28 AM
To: Linnell Tom <linnt@tenison.catholic.edu.au>
Cc: David Berry <david@ecoguardians.com.au>; Paul Moynes <paul@ecoguardians.com.au>
Subject: Tenison Woods College - Organic Waste Systems

Hi Tom

Good to meet you Friday afternoon. I hope you made your flight but, listening to the traffic reports as I drove home, I seriously doubt it!

As promised, I am attaching:

- a tech sheet and drawing for Eco Guardians model GC-100, capable of processing 2 x 50 kg batches per 24 hour period
- a bulletin describing the benefits to plants and soil of using the dehydrated SoilFood as a fertiliser

I will revert with a commercial proposal later in the week - I need to verify the support structure we can arrange before finalising that.

Thank you for making the visit to Trinity College. I look forward to the next steps.

Kind regards

Doug Wilson
Director
Eco Guardians Pty Ltd

M. 0419 531 335 T. 1300 55 66 28
E. doug@ecoguardians.com.au

www.ecoguardians.com.au
<http://www.youtube.com/user/EcoGuardiansAU>

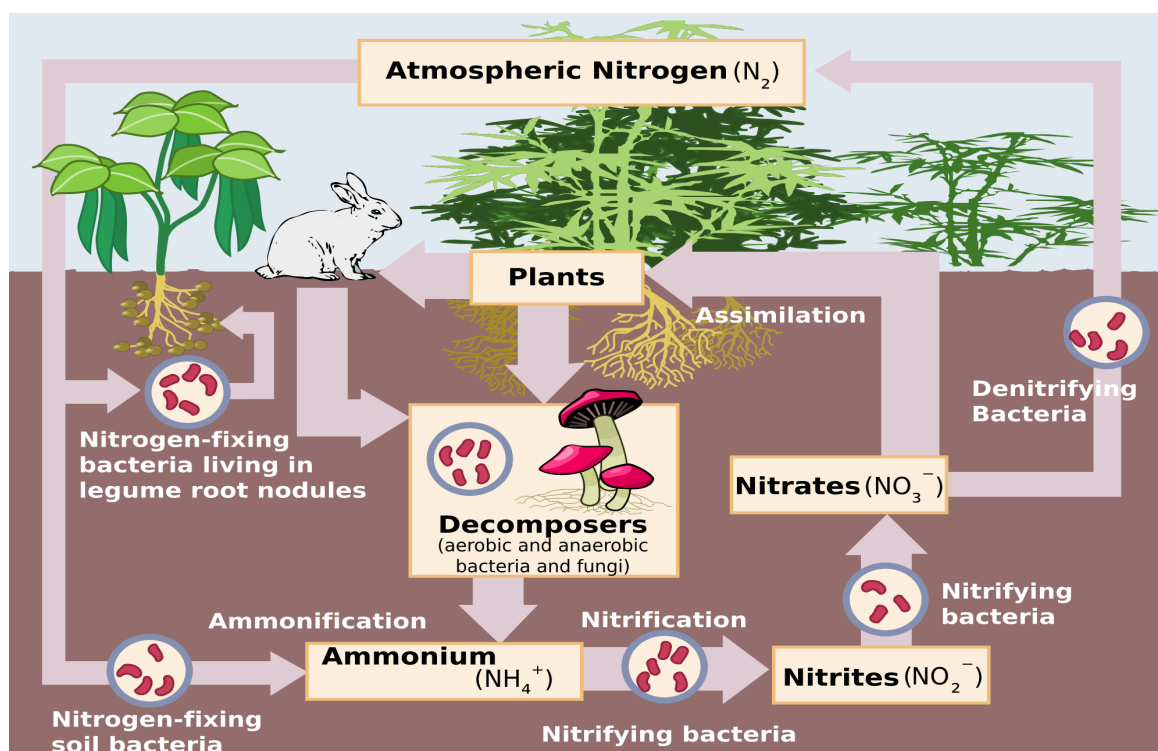
SUSTAINABLE ORGANIC FERTILISER FROM RECYCLED FOOD WASTE

Eco Guardians Pty Ltd (EGPL) are the sole distributor in Oceania for the class-leading GaiaRecycle equipment that is used to dehydrate food waste in a simple, short process requiring no additives – no water, no woodchip, no enzymes.

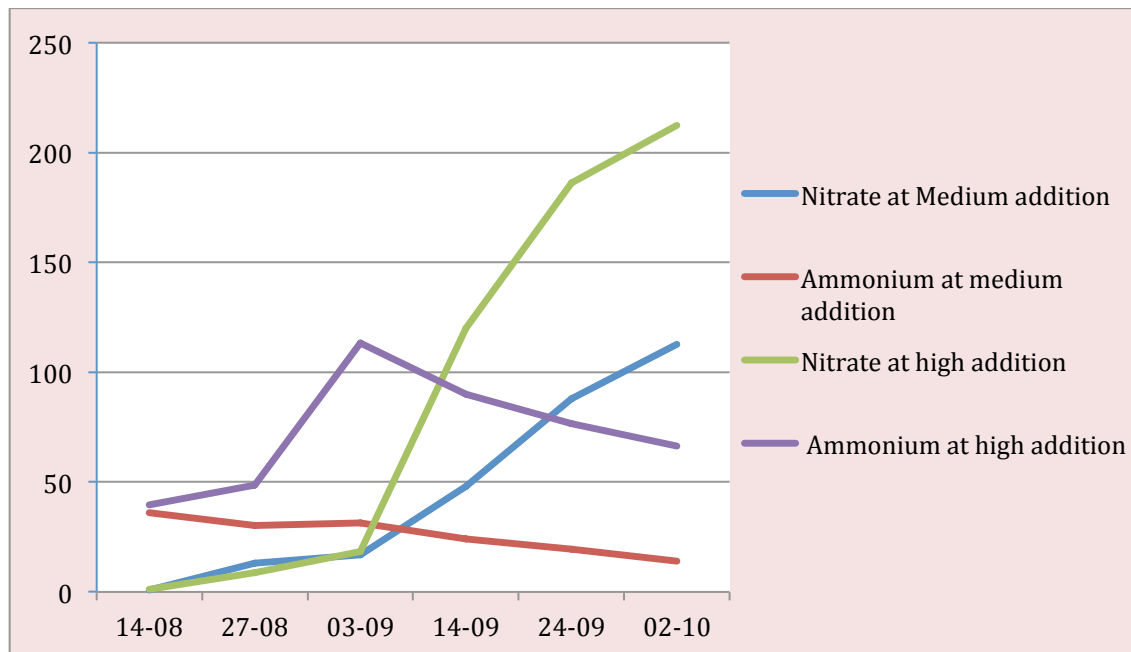
The solid material remaining at the end of the process is reduced in volume by 80 – 85%, is sterile and safe to handle, is pathogen-free and is a concentrate of the elements that comprised the food waste. EGPL, through extensive testing, has shown that the biomass produced is rich in nitrogen, phosphorus and potassium (N,P,K) which are the essential elements a good fertiliser. Typically, it comprises;

Nitrogen	3.0 – 3.5%
Phosphorus	0.3 – 0.35%
Potassium	0.8 – 0.9%
Organic carbon	35 – 45%
C/N ratio	13 – 15

EGPL has recently completed Incubation Testing to define the manner in which these nutrients are released to soil and the benefits they bring. Left in its dry state, the material (which EGPL calls SoilFood™) is stable but when it is mixed with moist soil the naturally occurring microbes in the soil are able to access the nutrients by mineralization and convert them naturally into forms available for uptake by plant roots. The microbes actually release ammonium from the fertiliser which is then nitrified to become nitrite and then, almost immediately, nitrate. This is a key part of the soil food web:-



Over a period of 7 weeks it was shown that the nitrate level in untreated soil increased from 1.6 mg/kg to only 16.2 mg/kg while the increase in soil moderately fertilized with SoilFood™ was to 112.6 mg/kg and in highly fertilized soil the nitrate level reached 212.5 mg/kg. There were also immediate and sustained increases in P and K levels.



The conclusions of the testing are that:

- the material is well-suited for use as a fertiliser as it releases N, P and K from an organic source
- the benefit is released to the soil gradually and without “dumping” so that plant and soil damage by over-fertilisation are avoided,
- the mineralization of the nutrients of the is mediated by temperature and moisture so that they are most readily available during good growing conditions but will be limited and thus retained during dry and cold periods,
- Observations of the treated soil samples during Incubation Testing showed good evidence of improved aggregation,
- SoilFood™ should be applied at 150 – 300 gms / m² per annum or 50 -100 gms / m² three times per year to provide a good supply of major plant nutrients and promote plant growth.

EGPL has long referred to SoilFood™ as “high nitrogen, gradual release fertiliser” and is delighted that the Incubation Testing has provided a scientific depth to that description.

Item	Specification	
Model code	GaiaRecycle GC-100	
Input capacity	100 kg per 24 hrs in 2 x 50 kg batches	
Dimensions	Processing unit only	With load / unload accs
Length	1400 mm	n/a
Depth	950 mm	n/a
Height	1291 mm	n/a
Max Height with load door open	1402 mm	n/a
Max height at top of bin arc	n/a	n/a
Net weight	600 kg	n/a
Electrical input	AC 415V-50hz-3phN+E (5 wire)	
Connected load and current	7.10 kW, 10.0 Amp	
Gas Inlet diameter	n/a	
Gas flue connection diameter	n/a	
Natural Gas input rate	n/a	
Condense outlet connection	15A (21.7 mm OD)	
Bin lifter configuration	n/a	
Standard external finish	Powder coated. (S/S on request at extra cost)	



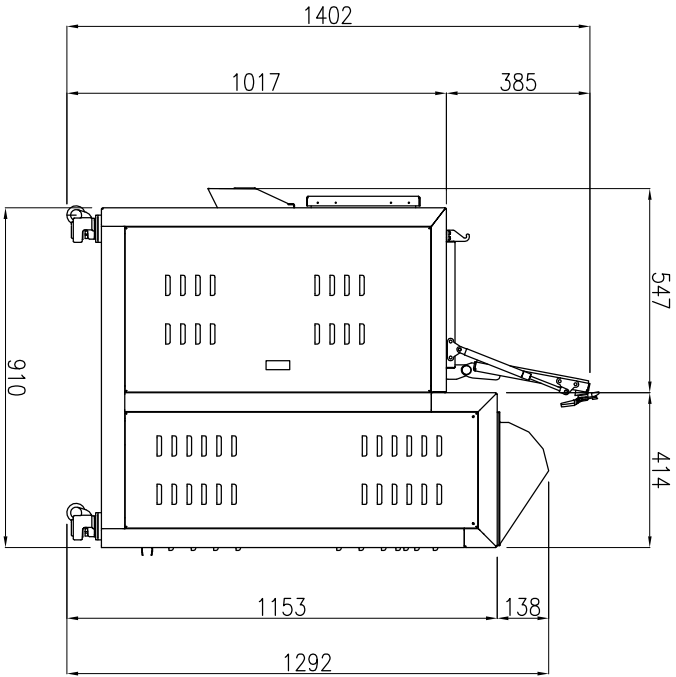
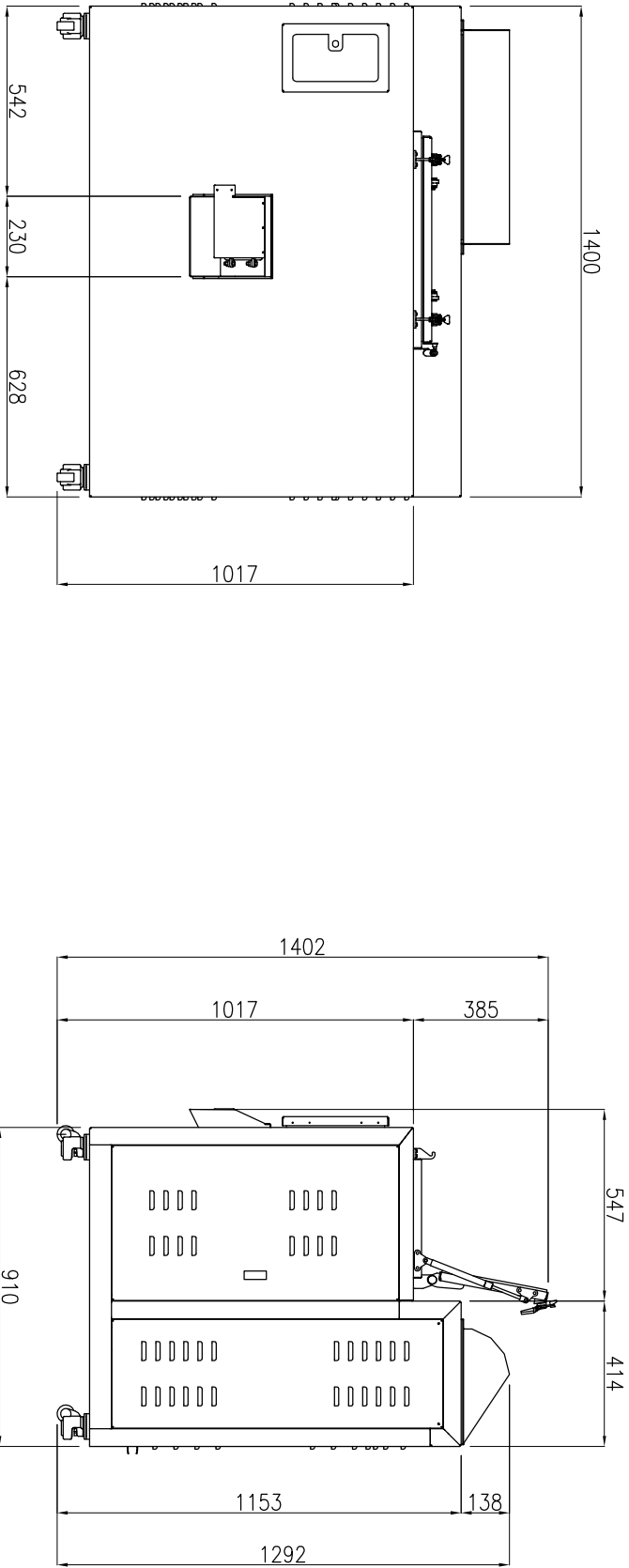
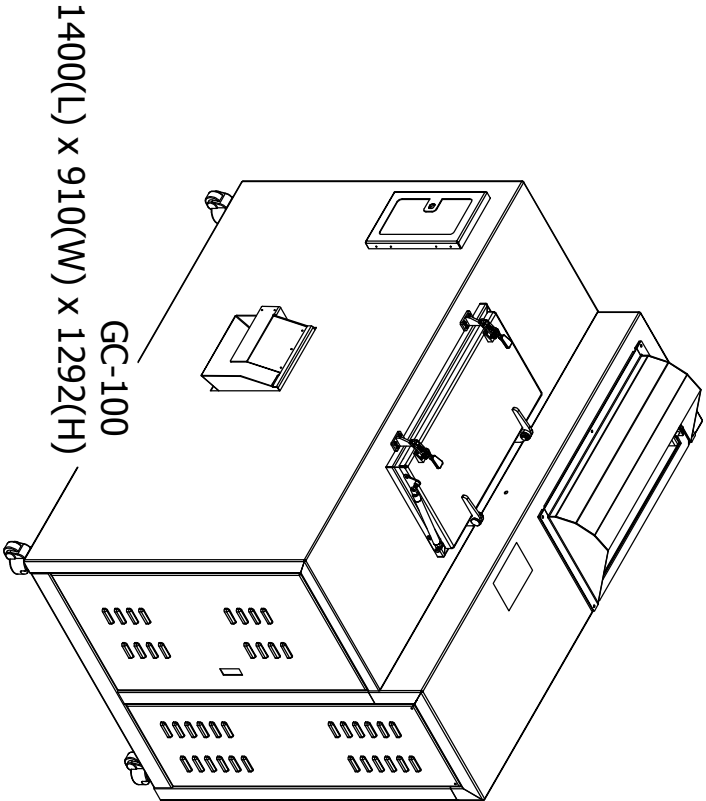
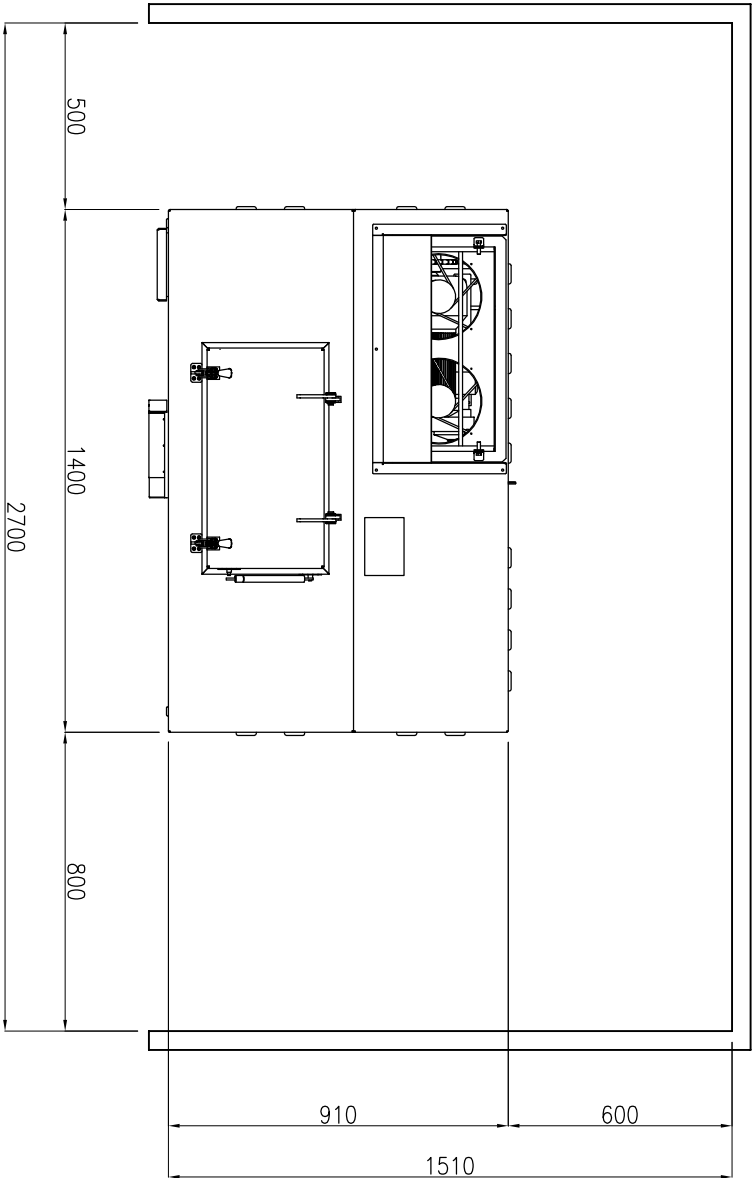
GaiaRecycle GC-100

Gaia
recycle™


ecoguardians
sustainability...by design

Eco Guardians Pty Ltd
90 St Kilda Rd., St Kilda VIC 3182
T. 1300 55 66 28 F. 03 9534 3988
E. info@ecoguardians.com.au
W. www.ecoguardians.com.au

May-14



NOTE
1. The images used in this drawing may differ from the actual products.
2. All dimensions are unit mm.

Designer	S.K.C	Approval	S.J Hong	Date	2014. 04. 17
 GAIA Corp. www.gaia21.co.kr		GC-100			
		INSTALLATION DRAWING			
		Rev. No	0001	1 / 1	