

CORPORATE AND COMMUNITY SERVICES COMMITTEE

Minutes of meeting held at the Committee Room, Level 4, Civic Centre, 10 Watson Terrace, Mount Gambier on Tuesday, 8th July, 2014 at 6.00 p.m.

PRESENT: Cr J A Maher (Presiding Member)
Cr P G Richardson, Cr A Lee and Cr A T Smith

APOLOGY: Cr Lee moved that the apology from Cr H Persello be received.

Cr Smith seconded Carried

COUNCIL OFFICERS: Chief Executive Officer, Mark McShane
Director - Corporate Services, Grant Humphries
Governance Officer, Michael McCarthy
Finance Manager, Gary Button
Manager Community Services and Development, Barbara Cernovskis
Administration Officer, Tracey Gritton
HR Manager, Stacey Holder

COUNCIL MEMBERS

AS OBSERVERS: Cr Ian Von Stanke, Cr Merv White

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

MINUTES: Cr Richardson moved that the minutes of the previous meeting held 10th June, 2014 be taken as read and confirmed.

Cr Smith seconded Carried

QUESTIONS:

(a) With Notice - Nil received

(b) Without Notice – Nil submitted

1. FINANCIAL STATEMENT – as at 30th June, 2014

Goal: Governance

Strategic Objective: Demonstrate innovative and responsive organisational governance.

Cr Smith moved it be recommended the financial statement as at 30th June, 2014 be received.

Cr Richardson seconded Carried

2. STRATEGIC MANAGEMENT - Internal - Corporate and Community Services Committee - Business Arising Table - Ref. AF11/1900

Goal: Governance

Strategic Objective: Develop an improved means of communication and engagement between Council and the community (including vulnerable communities) in the building of community capacity.

Cr Richardson moved it be recommended that the Business Arising Schedule be recorded for information.

Corporate and Community Services Committee Agenda, Tuesday 8th July, 2014 cont'd...

Date of Motion	Subject Matter	Action Required	Responsibility	Status	Comments
CORPORATE AND COMMUNITY SERVICES					
20/11/2012	Establishment of City Development Framework		Chief Executive Officer	In Progress	<ul style="list-style-type: none"> City Development Framework Sub-Committee established December 2013 to oversee project. Professor John Martin engaged by Council Draft Futures Paper being prepared, Professor John Martin in Mount Gambier 12 - 16th May, 2014. May/June 2014 - consultation to commence to develop strategies. New draft due mid-July ready for general community consultation in August.
20/08/2013	Umpherston Sinkhole	<ul style="list-style-type: none"> Expressions of Interest Process Council Report 	Governance Officer	In Progress	Negotiations continuing with potential operator.
17/09/2013	China Relationship	Further investigations/members workshop	Chief Executive Officer	In Progress	<ul style="list-style-type: none"> Initial workshop held Regional workshop scheduled on 5th December Members Informal workshop on 6th December Further workshop scheduled for 19th February 2014. Council Report and resolution in March to proceed to further investigation. Members Workshop with Sean Keenihan - 12th June, 2014
17/09/2013	Smoke Free areas	Implementation of	Operational Services, Governance Officer, Manager Community Services and Development	In Progress	Internal Review and report to be developed.
17/12/2013	Display of Aboriginal and Torres Strait Islander Flags in the Council Chamber	Engagement with stakeholders and establishing a process	Manager Community Services and Development	In Progress	<ul style="list-style-type: none"> Statement of Commitment presented to Council Ongoing planning with Pangula Mannamurna, Burrandies, Aboriginal Corporation and Elders Group. Date to be confirmed for Ceremony.
18/3/2014	Men's Shed	Convene Project Group to finalise arrangements for Men's Shed at Council Depot Site.	Chief Executive Officer, Governance Officer, Director - Operational Services	In Progress	<ul style="list-style-type: none"> Project Group convened. Lease document finalised. Work to commence July pending 2014/2015 Budget.

OPERATIONAL SERVICES					
17/09/2013	Regional Development Assessment Panels	Support the focus of the proposal and review the recommendations at a later date	Strategic Project Officer	Ongoing	Waiting for outcomes of investigation by SELGA
11/02/2014	Installation of Loading Zone - Lady Nelson Carpark	Arrange installation of Loading Zone	Team Leader - General Inspector	Completed	Signage installed and line marking completed
11/02/2014	Grant of easement - Botanic Park	Consent be given to the granting of easements	Governance Officer	In Progress	Awaiting registration of easements
18/03/2014	South East Animal Welfare League	Enter into a joint funding agreement with South East Animal Welfare League and District Council of Grant for a five (5) year term	Director - Operational Services	In Progress	Joint Funding Agreement Drafted - with SEAWL
15/04/2014	Playground construction - John Powell Drive Reserve	Proceed with the construction of major elements of this plan in accordance with budget allocation	Engineering Manager	Completed	90% completed
17/06/2014	Community Land Management Plans	Advertise adoption of Community Land Management Plans, send response letter to Peter Brown	Director - Operational Services	Completed	Advertised on 20/06/2014, letter sent to Peter Brown
17/06/2014	Civic Centre maintenance - external cladding	Release Expression of Interest (in conjunction with Country Arts SA)	Director - Operational Services	In Progress	Not started as yet
17/06/2014	Caroline Landfill monitoring	Accept the proposal of URS for a three (3) year period (2015-2017)	Director - Operational Services	Completed	
17/06/2014	Parking restrictions - Commerce Place Carpark	Arrange for rescission and installation of parking restrictions at Commerce Place Carpark	Team Leader - General Inspector	In Progress	Signage has been ordered
17/06/2014	Parking restrictions - Caldwell Street	Arrange for rescission of parking restrictions on Caldwell Street	Team Leader - General Inspector	Completed	All signage has been removed
17/06/2014	Parking restrictions - Commercial Street East and West	Arrange for rescission and installation of parking restrictions on Commercial Street East and West	Team Leader - General Inspector	In Progress	Signage has been ordered
17/06/2014	Expressions of Interest - Public Edible Plants	Advise successful submissions	Environmental Sustainability Officer	Completed	Advised by email on 18/06/2014
17/06/2014	Grant of easement - Calula Drive	Consent be given to the granting of easement	Governance Officer	In Progress	Awaiting registration of easement
17/06/2014	Liquor Licence - Shop 40, 21 Helen Street - Spitroast Cafe	Send letter to Applicant and Office of the Liquor and Gambling Commissioner	Senior Planner	Completed	Advised by email on 20/06/2014
17/06/2014	Tender for Design, Supply and Installation of Shade Structures for Commerce Place Carpark	Advise successful and unsuccessful applicants	Manager - Regulatory Services	Completed	Letters sent on 18/06/2014

Cr Lee seconded

Carried

3. FINANCIAL MANAGEMENT - General Donations - RSL Virtual War Memorial (VWM) Project - Ref. AF13/462

Goal: Building Communities

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

The Director - Corporate Services reported:

- (a) Council has received a funding request comprising letter, information booklet and compact disc from the Local Government Association of South Australia regarding an RSL-SA Project Appeal established to develop an interactive web-based Honour Roll with a dedicated page for each serviceman or woman who served in the defence of Australia;
- (b) a comprehensive package of information has been provided by the Appeal Committee who are seeking a combined contribution from all Councils in South Australia of \$100,000;
- (c) all Councils who make a donation will be listed on the donor listing page of the VWM website and as detailed in the letter received, each Council may choose to assign its support to a memorial of choice in its area.

Cr Smith moved it be recommended:

- (a) the letter be received;**
- (b) Council authorise a donation to the project on behalf of the citizens of Mount Gambier of an amount of \$2,000 with the memorial of choice in Mount Gambier.**
- (c) the costs be charged against Council's General Donations Account No. 6126.0541.**

Cr Richardson seconded

Carried

4. GOVERNANCE – Committees – City Development Framework Sub-Committee - Minutes of Meeting held 24th June, 2014 – Ref. AF13/486

Cr Smith moved it be recommended:

- (a) the minutes of the City Development Framework Sub-Committee held on Tuesday 24th June, 2014 be received;**
- (b) recommendations (numbered 1 to 5) of the City Development Framework Sub-Committee meeting held on Tuesday 24th June, 2014 be adopted by Council.**

- 1. COMMUNITY ACTION FOR SUSTAINABILITY - Presentation by Professor John Martin**

The report be received

- 2. CITY DEVELOPMENT FRAMEWORK PROJECT - Futures Paper – Feedback Sessions for Council Member**

The report be received and the contents noted

3. **CITY DEVELOPMENT FRAMEWORK PROJECT** - Draft Futures Paper - Community Engagement

The report be received and the contents noted

4. **THE COMMUNITY ADAPTABILITY TOOL** – By Professor Anthony Hogan of the University of Canberra

The report be received and the contents noted

5. **ANY OTHER BUSINESS**

- (a) The City Development Framework Sub Committee recommend that the draft Futures Paper being developed as part of the City Development Framework project be adopted by Council for community consultation and engagement during August, 2014 subject to amendments being undertaken to incorporate the strategies provided by the first phase of community engagement

Cr Richardson seconded

Carried

5. **CORPORATE AND COMMUNITY SERVICES REPORT NO. 45/2014** - Policy Review – Risk Management Framework - Ref: AF11/1950

Goal: Governance

Strategic Objective: Demonstrate innovative and responsive organisational governance.

Cr Richardson moved it be recommended:

- (a) Corporate and Community Services Report No. 45/2014 be received;
- (b) Council hereby adopts new Council Policy Risk Management Framework, as attached to this Report;
- (c) Council hereby deletes former Council Policy: R300 Risk Management Policy
- (d) Council makes the necessary amendments to Council's Policy Manual Index.

Cr Smith seconded

Carried

6. **CORPORATE AND COMMUNITY SERVICES REPORT NO 46/2014** - Land Transfer – 25 Alexander Street - Ref: AF11/1471

Goal: Governance

Strategic Objective: Demonstrate innovative and responsive organisational governance.

Cr Smith moved it be recommended:

- (a) Corporate and Community Services Report No. 46/2014 be received;

- (b) The attached report (attachment 3) be adopted for the purpose of conducting public consultation on the community land revocation proposal for 25 Alexander Street.
- (c) A further report be presented for Council to consider any submissions received on the revocation of community land classification and transfer proposal for 25 Alexander Street, and whether to submit a report seeking the Minister's approval for the revocation.
- (d) In the event that no submissions are received (or no submissions are received objecting to the proposal), the Chief Executive Officer be authorised to submit a report seeking the Minister's approval for the revocation, and a further report be presented for Council to consider the Minister's response.

Cr Lee seconded

Carried

7. **CORPORATE AND COMMUNITY SERVICES REPORT NO 47/2014 - Industrial Relations ASU & AWU Enterprise Agreements - Ref: AF11/1090, AF11/1092**

Goal: Governance

Strategic Objective: Develop and maintain a valued, adaptable, skilled and motivated workplace.

Cr Smith moved it be recommended:

- (a) Corporate and Community Services Report No. 47/2014 be received.
- (b) Council hereby endorse the draft *ASU Enterprise Agreement Number 9, 2015* and the draft *AWU Enterprise Agreement Number 9, 2015* noting that agreement is pending a final vote by all staff.
- (c) Council hereby authorise the Chief Executive Officer to make minor modifications of a non-material nature to the Agreements and to approve both Agreements for presentation to the Industrial Relations Commission.

Cr Richardson seconded

Carried

8. **CORPORATE AND COMMUNITY SERVICES REPORT NO 48/2014 - Leasing – Queen Elizabeth Park Trust – Ref: Af11/1407**

Goal: Governance

Strategic Objective: Demonstrate innovative and responsive organisational governance.

Evaluate the effectiveness of all service delivery initiatives against the returns and/or benefits to the community.

Goal: Building Communities

Strategic Objective: Recognise and support our volunteers, community organisations and their sustainability as they continue to be the foundation of the community.

Goal: Securing Economic Prosperity

Strategic Objective: Support the development of our local economy, our unique local experiences and our capacity to grow visitation to our City.

Cr Smith moved it be recommended:

- (a) Corporate and Community Services Report No. 48/2014 be received;
- (b) The Chief Executive Officer be authorised to commence public consultation on the proposed lease of the Blue Lake Holiday (Caravan) Park (Lot 101 in CT5961/294) to the Queen Elizabeth Park Trust on 'community terms' for a period not exceeding 21 years.
- (c) A further report be presented for Council to consider any submissions received on the proposed lease of the Blue Lake Holiday (Caravan) Park to the Queen Elizabeth Park Trust, and whether to grant a lease.
- (d) In the event that no submissions are received (or no submissions are received objecting to the proposal), the Chief Executive Officer and Mayor be authorised to negotiate, have prepared, and to sign and seal any documents necessary to give effect to a lease of the Blue Lake Holiday (Caravan) Park (Lot 101 in CT5961/294) to the Queen Elizabeth Park Trust.

Cr Lee seconded

Carried

9. **CORPORATE AND COMMUNITY SERVICES REPORT NO. 49/2014 - Major Events – Football Federation South Australia (FFSA) Regional Round - Ref: AF12/65**

Goal: *Building Communities
Securing Economic Prosperity
Diversity
Learning*

Strategic Objective: *Encourage the development of community facilities and infrastructure, community events, and active and safe community spaces through direct support, seeking funding, facilitation etc.*

Support the development of our local economy, our unique local experiences and our capacity to grow visitation to our City.

Consider the needs of all community groups in developing projects, services and infrastructure (public or privately owned).

Council support opportunities for the community to strengthen relationships with families, friends and extended networks so as to promote and extend the learning of life skills.

Cr Richardson moved it be recommended:

- (a) Corporate and Community Services Report No. 49/2014 be received;
- (b) Council exercise the right to withdraw financial support for the Regional Round in its current form;
- (c) FFSA, WBSA and local clubs work together to develop an alternate model to support the ongoing development of soccer;

Cr Lee seconded

Carried

MOTIONS WITH NOTICE - Nil

MOTIONS WITHOUT NOTICE - Nil

Meeting closed at 6.29 p.m.

TLG