

## OPERATIONAL SERVICES COMMITTEE

Meeting held in the Conference Room, Operational Services Area, Level One of Civic Centre, 10 Watson Terrace, Mount Gambier, on Tuesday 8<sup>th</sup> September 2015 at 7.30 a.m.

### MINUTES

PRESENT: Cr I Von Stanke (Presiding Member)  
Crs P Richardson and D Mutton

APOLOGIES: Cr Von Stanke moved the apologies received from Mayor A Lee and Cr C Greco be accepted.

Cr Richardson seconded Carried

NOT IN ATTENDANCE: Cr F Morello

COUNCIL OFFICERS: Chief Executive Officer, Mark McShane  
Director - Operational Services, Daryl Sexton  
Engineering Manager, Daryl Morgan  
Planning Officer, Josh Wilson  
Team Leader - Administration (Operational Services), Sally Wilson

### COUNCIL MEMBERS

AS OBSERVERS: Nil

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

MINUTES: Cr Mutton moved the minutes of the previous meeting held on Tuesday, 11<sup>th</sup> August 2015 be taken as read and confirmed.

Cr Richardson seconded Carried

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

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

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

<u>Commenced Tasks</u>	<u>% Completed</u>
• Railway Lands Paving Works	85%
• Caroline Landfill Cell 1 & 2 capping	on hold
• Lake Terrace East road reconstruction	5%
• Holder Street road reconstruction	30%
• Eagle Court drainage improvements	5%
• Commercial St West road reconstruction (kerbing works)	10%
• Pedestrian ramp program	50%

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

**Cr Richardson seconded Carried**

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**2. COMMITTEES - City of Mount Gambier Building Fire Safety Committee - Minutes of Meeting held 26<sup>th</sup> August 2015 - Ref. AF14/336**

*Goal:* Governance

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

**Cr Von Stanke moved it be recommended:**

- (a) Minutes of the City of Mount Gambier Building Fire Safety Committee meeting held on Wednesday, 26<sup>th</sup> August 2015 be received;**
- (b) the decisions made by the City of Mount Gambier Building Fire Safety Committee be noted.**

**Cr Mutton seconded**

**Carried**

**3. COMMITTEES - Environmental Sustainability Sub-Committee - Minutes of Meeting held 1<sup>st</sup> September 2015 - Ref. AF12/377**

*Goal:* Governance

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

**Cr Von Stanke moved to be recommended:**

- (a) Minutes of the Environmental Sustainability Sub-Committee held on Tuesday, 1<sup>st</sup> September 2015 2015 be received;**
- (b) the following recommendations (number 1 to 4) of the Environmental Sustainability Sub-Committee be adopted by Council:**

**1. RAIN GARDEN 500**

- The report be received.
- Council write to Ian Hunter MLC, Minister for Sustainability, Environment & Conservation, and to Troy Bell MP, Member for Mount Gambier - requesting that the Rain Garden 500 program be expanded to include the rest of South Australia, especially the South East.

**2. NATURAL STEP FOLLOW UP SESSION**

- The report be received.

**3. SALVAGE YARD EXPRESSIONS OF INTEREST**

- The report be received.

**4. REPORTS FOR INFORMATION**

**(a) Environmental Sustainability program 2015 - Project Progress**

- The report be received;
- item (a) as above be received and noted for information.

**Cr Richardson seconded**

**Carried**

Operational Services Committee Minutes of 8<sup>th</sup> September 2015 Cont'd...

**4. COMMITTEES - Mount Gambier Cemetery Trust (Section 41) Committee - Minutes of Meeting held 21<sup>st</sup> August 2015 - Ref. AF11/1371**

*Goal:* Governance

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

**Cr Von Stanke moved it be recommended:**

**(a) Minutes of the Mount Gambier Cemetery Trust Committee meeting held on Friday, 21<sup>st</sup> August 2015 be received;**

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

**1. INCOME AND EXPENDITURE AS AT 30<sup>TH</sup> JUNE 2015**

- The financial statement as at 30<sup>th</sup> June 2015 be received.

**2. BURIALS AND CREMATIONS - STATISTICS 2014/2015**

- The report be received.

**3. TERMS OF REFERENCE**

- The report be received.
- The matter be left lie on the table until the next meeting.

**4. AUSTRALASIAN CEMETERIES AND CREMATORIA ASSOCIATION (ACCA) ANNUAL CONFERENCE 2015**

- The report be received.
- The Secretary be registered to attend the 28<sup>th</sup> Annual ACCA Conference at Hobart from 18<sup>th</sup> to 21<sup>st</sup> October 2015, with costs to be borne by the Trust.

**5. APPLICATION TO PLACE MEMORIAL SEAT**

- The report be received.
- The Trust decline the request to place a memorial seat on the family allotment in the Cypress Garden.
- A replacement tree/shrub be planted where the previous tree has been removed.
- Council be requested to remove two small trees in the Cypress Family Allotment area.

**6. NEXT MEETING**

- the next meeting of the Trust be held on Friday, 16<sup>th</sup> October 2015 at 12:15 p.m.

**Cr Richardson seconded**

**Carried**

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**5. GOVERNANCE - Committees - City of Mount Gambier Building Fire Safety Committee - Terms of Reference - Ref. AF14/283, AF11/251**

*Goal:* Governance

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

The Director - Operational Services reported:

(a) Council at its meeting held on Tuesday, 27<sup>th</sup> January 2015 resolved:

*"Council or the relevant standing committee will review the Terms of Reference of all Committees and Sub-Committees by 31<sup>st</sup> August, 2015 to provide for the opportunity to alter or amend Terms of Reference to reflect Council's aims and objectives. This review does not preclude the winding up of any Committee or Sub-Committee."*

(b) the City of Mount Gambier Building Fire Safety Committee at its meeting held on Monday, 3<sup>rd</sup> August 2015 reviewed and re-adopted the existing Terms of Reference (with no recommended changes) for this Statutory Committee;

(c) a copy of the Terms of Reference for the City of Mount Gambier Building Fire Safety Committee was attached to the Operational Services Committee agenda for Members perusal;

(d) in accordance with Section 71 (18) of the Development Act 1993 the conduct of the business of the City of Mount Gambier Building Fire Safety Committee is as prescribed by regulation or as determined by the Panel.

**Cr Von Stanke moved it be recommended:**

(a) The report be received;

(b) the Terms of Reference (as attached to the Operational Services Committee agenda) for the City of Mount Gambier Building Fire Safety Committee be received and noted by Council.

**Cr Mutton seconded**

**Carried**

**6. OPERATIONAL SERVICES REPORT NO. 18/2015 - Social, Cultural and Community Services - Review of Affordable Housing in the City of Mount Gambier - Ref. AF11/1591**

*Goal:* Building Communities

*Strategic Objective:* (i) Strive for an increase in services and facilities to ensure the community has equitable access and that the identified needs of the community are met

*Goal:* Diversity

*Strategic Objective:* (i) Engage with Federal and State Governments and other agencies to provide resources to meet the needs of diverse groups in our community

**Cr Von Stanke moved it be recommended:**

(a) Operational Services Report No. 18/2015 be received;

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- (b) Council report to Renewal SA every two years seeking information about any changes to the Affordable Housing scheme;
- (c) Council Officers report to Council when required, with a review of affordable housing stocks within the City of Mount Gambier and to report with recommendations, as to whether to implement the required 15% Affordable Housing for future residential land divisions;
- (d) Council remains committed to providing Affordable Housing through government initiatives, as stipulated in South Australia's Strategic Plan. Council Officers will support the provision for 15% Affordable Housing within the Residential Zone (as part of Council's Development Plan).

Cr Mutton seconded

Carried

7. **TENDER** - Supply and Delivery of Utility - AF15/401

The Presiding Member reported:

- (a) Council's Budget has an allocation of \$23,000 (excluding GST) to purchase a new utility (no trade). This vehicle will be shared between staff with responsibility for maintaining the Railway Lands;
- (b) quotations have been sought for a suitable vehicle and these are summarised in the following table. The pricing received is slightly higher than the budget allocation (mainly due to safety equipment associated with the tipping body) and hence is presented to Council for consideration:

Supplier	Make/Model	Cost (exc. GST)
Noel Barr Toyota	Hilux 4x2, Petrol, Manual	\$24,515.36
OGR Trucks	Isuzu IOR5002, 5x Manual	\$28,040.90
	Isuzu IOR5031, 5x Automatic	\$30,140.90

Cr Von Stanke moved it be recommended:

- (a) The report be received;
- (b) Council accept the quotation of Noel Barr Toyota to supply and deliver one only new Toyota Hilux 4x2 Single Cab Utility as per quotation AF15/401 at a GST exclusive price of \$24,515.36.

Cr Mutton seconded

Carried

**MOTIONS WITHOUT NOTICE** - Nil

The meeting closed at 7:38 a.m.  
AF11/866  
SW

CONFIRMED THIS

DAY OF

2015.

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PRESIDING MEMBER