

OPERATIONAL SERVICES COMMITTEE

Meeting held in the Conference Room, Operational Services Area, Level One of Civic Centre,
10 Watson Terrace, Mount Gambier, on Tuesday 8th November 2016 at 7.30 a.m.

MINUTES

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

APOLOGIES: Cr Mutton moved the apology received from Mayor A Lee and
Cr C Greco be accepted.

Cr Von Stanke seconded Carried

COUNCIL OFFICERS: Chief Executive Officer, Mark McShane
Director Operational Services, Daryl Sexton
Engineering Manager, Daryl Morgan
Manager Governance & Property, Michael McCarthy
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: Cr Morello moved the minutes of the previous meeting held on
Tuesday, 11th October 2016 be taken as read and confirmed.

Cr Von Stanke 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>
• Duigan Street (road reconstruction)	20%
• Umpherston Street (concrete footpath construction)	50%
• Foote Street (kerbing works)	10%
• Lansell Street (kerbing works)	10%

Railway Lands

• Heritage elements (fence and stobie poles)	80%
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Completed Tasks

- Railway Lands - major art piece tracks (paving works) / signalling change
- Rail Trail - Pick Avenue to White Avenue
- Carinya Gardens road extension

- Gray Street (CBD renewal)
- Harvie Street (concrete footpath construction)

Cr Mutton moved the report be received.

Cr Morello seconded

Carried

2. HEALTH MANAGEMENT - Project Management - Pedometer Loan Kits - Ref. AF15/379

The Presiding Member reported:

- (a) In September 2016 the Lioness Club of Mount Gambier and the City of Mount Gambier released 21 Pedometer Loan Kits for hire in the Library. The Pedometer Loan Kits were developed after the Lioness Club of Mount Gambier approached staff to develop a project based on pedometers for seniors to encourage physical activity. Along with the pedometer the kits contain information to encourage physical activity and the health benefits of walking. The kits can be utilised by any age group, initial promotion will continue to be directed towards seniors and later to the wider community;
- (b) in the first month of the kits being made available, over half have been loaned out by the public. Loan history will be monitored to gauge the public's use of these new resources and evaluate the program;
- (c) the Pedometer Loan Kit project is directed towards two priorities in Council's Health Plan; Physical Inactivity (follow on effects for Obesity & Overweight) and Degenerative and Mobility Issues for the Aged (follow on effects for Potentially Avoidable Hospital Admissions through falls prevention with seniors).

Cr Mutton moved it be recommended:

- (a) **The report be received and noted.**

Cr Von Stanke seconded

Carried

3. HEALTH MANAGEMENT - Project Management - Rail Trail - Walking SA Award - Ref. AF15/379

The Presiding Member reported:

- (a) On 13th October 2016 Council was presented with a Local Government Organisation award for the inaugural annual Walking SA Awards. The award nomination was for phase 1 works of the Rail Trail from Pick Avenue to White Avenue;
- (b) Walking SA has initiated annual awards to recognise sustained and outstanding contribution to walking at all levels throughout South Australia;
- (c) the Rail Trail project is directed towards the priority; Physical Inactivity (follow on effects for Obesity & Overweight) in Council's Regional Public Health Plan.

Cr Mutton moved it be recommended:

- (a) **The report be received and noted.**

Cr Morello seconded

Carried

4. HEALTH MANAGEMENT - Reporting - Regional Public Health Plan Reports - Ref. AF15/385

The Presiding Member reported:

- (a) The South Australian Public Health Act 2011, Section 52 requires Council to report on the implementation of their Regional Public Health Plan biannually to the Chief Public Health Officer;
- (b) The reporting format must show what actions/strategies have targeted the City of Mount Gambier's 11 health priorities; and how these actions/strategies align with the State Public Health Plan;
- (c) A report for the period 1st July 2014 - 30th June 2016 has been submitted to meet reporting requirements (copy was attached to the Operational Services Committee agenda).

Cr Mutton moved it be recommended:

- (a) The report be received and noted.**

Cr Richardson seconded

Carried

5. INFRASTRUCTURE - Joint Boundary Roads Advisory Group - Notes of discussion held 2nd November 2016 - Ref. AF11/1228

The Presiding Member reported:

- (a) The Boundary Roads Advisory Group met on Wednesday, 2nd November 2016 (notes of the meeting were attached to the Operational Services Committee agenda);
- (b) as a result of the discussions, it is being recommended that Council adopt the Year 1 Program for the 2016/2017 financial year:

Bishop Road construction (Kennedy Avenue to Attamurra Road)	\$425,000
Hawkins Road - seal road shoulder to edge of drain	\$11,000
	TOTAL: <u>\$436,000</u>

Unexpended funds be carried forward to 2017/2018 to assist fund the indicated 2017/2018 program.

- (c) a formal indicative 5 Year Program is put forward for Council's consideration (refer notes of meeting).

Cr Mutton moved it be recommended:

- (a) The report be received;**
- (b) Council adopt the 5 Year Works Program as put forward in the Notes of the Boundary Roads Advisory Group meeting of Wednesday, 2nd November 2016 and proceed, with the concurrence of the District Council of Grant, with the following projects in 2016/2017:**
 - **Bishop Road construction (Kennedy Avenue to Attamurra Road)**
 - **Hawkins Road - seal road shoulder to edge of drain**

Cr Von Stanke seconded

Carried

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

The Presiding Member reported:

- (a) Council, at its meeting held on 21st June 2016 resolved:

“Council Officers prepare a design and estimate for a car park extension to the Hosking Avenue carpark with the view to referring this matter to Council for consideration for inclusion in the 2017/2018 budget.”

- (b) Council Officers have now prepared a concept design for an extension of the Hosking Avenue carpark and a copy of the plan (956-03) was attached to the Operational Services Committee agenda. The extension will add an additional 49 carparking spaces which will effectively double the capacity of the existing carpark;
- (c) the land required to expand the carpark is a passive reserve and can easily accommodate the carpark expansion without causing loss of community benefit;
- (d) the estimated cost to construct an additional 49 carparking spaces is estimated at \$90,000.

Cr Mutton moved it be recommended:

- (a) **Council acknowledge the concept design (956-03) to extend the current Hosking Avenue carpark by a further 49 spaces at an estimated figure of \$90,000;**
- (b) **in line with Council’s resolution of 21st June 2016, the construction of a further 49 carparking spaces to the Hosking Avenue carpark be now referred to the 2017/2018 budget deliberations for consideration.**

Cr Morello seconded

Carried

7. COMMITTEES - Council Development Assessment Panel - Minutes of Meeting held 20th October 2016 - Ref. AF15/554

Cr Mutton moved it be recommended:

- (a) **Minutes of the Council Development Assessment Panel meeting held on Thursday, 20th October 2016 be received;**
- (b) **the decisions made by the Council Development Assessment Panel be noted.**

Cr Von Stanke seconded

Carried

8. COMMITTEES - Environmental Sustainability Sub-Committee - Minutes of Meeting held 1st November 2016 - Ref. AF12/377

Cr Mutton moved it be recommended:

- (a) **Minutes of the Environmental Sustainability Sub-Committee held on Tuesday, 1st November 2016 be received;**

(b) the following recommendations (number 1 to 2) of the Environmental Sustainability Sub-Committee be adopted by Council:

1. **SUSTAINABILITY INNOVATION FUND**

- Council invites applications for a second round of the Environmental Sustainability Innovation Fund project in the first quarter of 2017 utilising the unallocated funding from Round 1.

2. **REPORTS FOR INFORMATION**

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

Cr Von Stanke seconded

Carried

9. **COMMITTEES** - Mount Gambier Cemetery Trust (Section 41) Committee - Minutes of Meeting held 14th October 2016 - Ref. AF11/1371

Cr Von Stanke moved it be recommended:

(a) Minutes of the Mount Gambier Cemetery Trust Committee meeting held on Friday, 14th October 2016 be received;

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

1. **FINANCIAL STATEMENT** - Statement of Trading Activity

- The Statement of Trading Activity as at 30th June 2016 be received.

2. **BUDGET ESTIMATES 2016/2017**

- Budget estimates for 2016/2017 be adopted.

3. **BURIALS AND CREMATIONS** - Statistics for 2015/2016

- The report be received.

4. **SURRENDER OF INTERMENT RIGHTS** - Letter from [REDACTED]

- The report be received.
- The Trust acts according to State Government legislation of the day, therefore should [REDACTED] wish to proceed with the cancelling of the leases, a refund will be provided according to the formula set out in the Burial and Cremation Regulations 2014.

5. **NEXT MEETING**

- the next meeting of the Trust be held on Friday, 16th December 2016 at 12:15 p.m.

MOTIONS WITHOUT NOTICE

6. CARINYA GARDENS CEMETERY MASTER PLAN - PROPOSED DEVELOPMENT

- the Carinya Gardens Cemetery Master Plan be amended to reduce the size of the pedestrian mall to a width of approximately five metres.
- Two seats be installed in She-Oak Garden between the existing family allotments and Row A.
- Detailed plans be prepared showing vegetation planting in the She-Oak Garden.
- Contour plans be prepared to determine layout of future burials in the She-Oak Garden, including family allotments.

Cr Richardson seconded

Carried

10. OPERATIONAL SERVICES REPORT NO. 8/2016 - Regulating - Liquor Licence - Application for Restaurant Licence - 37 Degrees S - 34 Sturt Street, Mount Gambier - Ref. AF15/508

Cr Mutton moved it be recommended:

- (a) Operational Services Report No. 8/2016 be received;
- (b) both the Applicant and the Office of the Liquor and Gambling Commissioner be advised that Council does not voice any objection to the proposed Restaurant Licence for the café to be located at 34 Sturt Street, Mount Gambier to be known as 37 Degrees S;
- (c) the Applicant be advised the proposed Restaurant Licence be supported subject to the following conditions:
 - 1. the subject use hereby approved, shall not operate outside of the following times:
 - Monday to Thursday: 7:00 am to 3:30 pm;
 - Friday: 7:00 am to 7:00 pm;
 - Saturday and Sunday: 9:00 am to 7:00 pm.
 - 2. live musical performances must be “acoustic” in nature and must not involve amplified live music.

Cr Morello seconded

Carried

MOTIONS WITHOUT NOTICE - Nil

The meeting closed at 7:45 a.m.
AF11/866
SW

CONFIRMED THIS

DAY OF

2016.

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PRESIDING MEMBER