

OPERATIONAL SERVICES COMMITTEE

Meeting held in the Conference Room, Operational Services Area, Level One of Civic Centre, 10 Watson Terrace, Mount Gambier, on Tuesday 9th February 2016 at 7.30 a.m.

MINUTES

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

APOLOGIES: Nil

COUNCIL OFFICERS: Chief Executive Officer, Mark McShane
Director Operational Services, Daryl Sexton
Engineering Manager, Daryl Morgan
Manager Governance and Property, Michael McCarthy
Administration Officer - Operational Services, Sarah Moretti

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 Morello moved the minutes of the previous meeting held on Tuesday, 8th December 2015 be taken as read and confirmed.

Cr Greco 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**

Goal: Building Communities

Strategic Objective: (i) The identified needs of the community are met, through implementing Long Term Asset Management Plan and Infrastructure Plans

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>
• Lake Terrace East road reconstruction	50%
• Holder Street road reconstruction	50%
• Eagle Court drainage improvements	10%
• Wireless Road East kerbing and widening	30%
• Penola Road – Wireless Road kerbing / footpath works (traffic signals)	20%

Completed Tasks

- Caroline Landfill Cell 1 & 2 capping
- Eglinton Terrace road reconstruction (kerbing works)
- O'Halloran Terrace kerbing

Cr Von Stank moved the report be received.

Cr Greco seconded

Carried

2. INFRASTRUCTURE - Bench Seats - O K Pie Shop - Ref. AF11/1276

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

The Presiding Member reported:

- (a) The O K Pie Shop has not had a licence for outdoor dining for the last several years (if ever at all). The issue of an outdoor dining licence is a Council decision (not an adjacent business owner right) and every application is treated on its own merit;
- (b) Council has advised Mr Dihm that there is sufficient room on the footpath for 3-4 tables;
- (c) removal of the seats as requested leaves this 'node' devoid of any usable community seating;
- (d) Mr Dihm is correct in that the nodes are difficult to clean due to space limitations for the paver scrubber (other techniques need to be used) but this is not seen as a compelling reason to remove community infrastructure;
- (e) community consultation was extensive prior to the construction of the node and this issue was not raised;

Cr Mutton moved it be recommended:

- (a) **The report be received;**
- (b) **Council respectfully decline the request to remove existing bench seating from the node area adjacent to the OK Pie Shop in Commercial Street West.**

Cr Greco seconded

Carried

3. PROPERTY MANAGEMENT – Jubilee Highway West – Relocation of Information Bay – Email from Henk Bruins - Ref. AF12/199

Goal: Building Communities

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

The Presiding Member reported:

- (a) The Jubilee Highway West Information Bay is located adjacent to a large tract of vacant land. The current adjacent land owners are of the view that the existing structure restricts access to the land (aerial photograph was attached to agenda).
- (b) Council has estimated the cost to disassemble the structure and relocate at \$110,000. Late last year Council advised the property owners of this cost and invited them to advise Council of any contribution they would be prepared to make towards a possible relocation.
- (c) Typically, when Council requests assets of other service providers to be relocated it pays 100% of the cost (which in many cases appears to be highly inflated!).
- (d) The property owners (letter was attached to agenda) have advised Council they are prepared to contribute \$10,000 subject to Council agreeing to conditions relating to the eventual subdivision of the adjacent land.
- (e) The issue of conditions relating to the eventual subdivision are not related to the issues of Information Bay and the two matters require separate consideration.
- (f) It is the opinion of this report that a \$10,000 contribution to a \$110,000 project is not adequate. A 50% contribution (minimum) should be required before Council consider relocating the Information Bay.

Cr Richardson moved it be recommended:

- (a) The report be received;**
- (b) Council advise the owners of the property at Jubilee Highway West (adjacent to the Tourist Information Bay) that:**
 - (i) the issue of providing sewer services to any eventual subdivision is a matter for the Planning Department to address at the appropriate time and does not form any part of the decision regarding the possible Tourist Information Bay relocation; and**
 - (ii) Council will relocate the Tourist Information Bay at the total cost to the applicant.**

Cr Von Stanke seconded

Carried

4. PROPERTY MANAGEMENT – Proposed Lions Centennial Park – Old Hospital Site - Ref. AF11/1570

Goal: Building Communities

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

The Presiding Member reported:

- (a) On 24th April 2015, Council resolved to:

‘Council hold discussions with Lions Club representative to further develop a concept for a Centenary Lions Park at the rear of the old laundry.’

Further discussions have been had and a reference letter from the Lions Club was attached. It is understood the Club intends to help establish the Park through in-kind support and possibly their own funding,

- (b) Council officers have developed a concept plan for a proposed Lion's Centennial Park at the rear of the Old Hospital site adjacent to the entrance from Keegan Drive. The components of the concept include paths (to marry in with proposed site paths), a shelter, BBQ, feature entrance walls, landscaping and a nature play area,
- (c) Council still has part of its budget allocation remaining to complete Master Plan landscaping site works at the Old Hospital site including construction of the cul-de-sac at the top of the main entrance roadway, paths, re-installation of the former Mount Gambier Hospital sign, seats etc.,
- (d) It is anticipated the proposed cost of the Lions Park will be approximately \$60,000 with some/all of the cost being borne by the Lions Club. These works will complement the remaining site works yet to be completed and fall within the current budget allocation.

Proposed Works	Lion's Centennial Park Costs
Supply & Install Shelter	\$10,000
Lay paving to shelter	\$4,000
Pathways – 150m	\$3,500
Mulch to nature play areas – 170m ³	\$5,000
Nature Play components	\$10,000
Supply & construct feature walls	\$15,000
Supply & install trees	\$1,500
Supply & install BBQ/power	\$6,000
Supply & install furniture	\$5,000
TOTAL	\$60,000

Cr Mutton moved it be recommended:

- (a) The report be received;
- (b) Council Officers be authorised to proceed with the proposed Lion's Centennial Park concept and negotiate with the Lion's Club representatives how they wish to contribute to the project.

Cr Von Stanke seconded

Carried

5. PROPERTY MANAGEMENT - Railway Lands Redevelopment Project - Construction of Margaret Street Walkway - Ref. AF13/439

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

The Presiding Member reported:

- (a) Council has a desire to construct a north-south walkway on land owned at 24 Margaret Street. This allotment currently contains an industrial shed that is listed

as a contributory place in the Mount Gambier Heritage Survey. The proposed walkway will connect the Railway Lands Plaza area with Margaret Street and the Olympic Park precinct;

- (b) the existing shed is approximately 170m² (3 bays) with timber wall frames, trusses and an elevated timber floor with galvanised iron external cladding and roof. The roof has a unique curved ventilated ridge. Four original sliding doors also still remain. The overall condition of the shed is quite good other than the external cladding and gutters which have failed or been subject to vandalism in recent years. The roof and wall failures have lead to some minor deterioration of the floor in parts;
- (c) initial discussions with the Local Heritage advisor have indicated he would not support demolition of the building given it forms part of a 'set' of remnant buildings/sheds reflective of the site's former use. It is for this reason the shed has been listed as a contributory place in Council's Development Plan. He has asked Council to investigate the possibility of retaining the building AND constructing the walkway as well;
- (d) feedback resulting from the recent opening of the Railway Lands indicates the community's strong desire to have toilets, water and three phase power for events and activities adjacent to eastern lawn and southern edge of the site;
- (e) a more detailed plan has been developed at the request of Council (was attached) that retains the shed by converting it into two disabled access toilets, two storage bays and clearing out the centre bay walls and floor to enable the walkway through the building. The storage bays are seen to be critical to the success of the Railway Lands ongoing events as there is limited other storage locations adjacent to the site;
- (f) whilst the number of toilets may appear low for a site of this size, they have been designed based on 'normal' day to day use and complement the toilets that exist in the Railway Station building (earmarked for restoration) and the new dual disabled toilets located at the western end of the site in the former Signal Box. These new toilets are strategically placed to service visitors to the eastern end of the site.
- (g) the proposed cost to refurbish this shed including toilets, a new electrical system, lighting, security, water points, removal of asbestos and ramps for access is approximately \$152,000. The urban realm works to complete the walkway as per the attached concept is approximately \$148,000 - this concept does allow for the provision of car access into the site (via a removable bollard) for loading purposes. Additional paving to activate the adjacent shed (18 Margaret Street) is not included in these costs but Council Officers would continue to engage with these property owners about their possible involvement.

Works	Detail	Cost
Building	Remove Asbestos	\$3,000
	Replace External Cladding	\$15,000
	Replace Gutters	\$2,000
	Replace Downpipes & Install Stormwater	\$3,000
	Replace Fascias	\$1,000
	Repair Internal Floor	\$9,000
	Repair Doors	\$5,000
	Repair Deck	\$2,000
	Remove Internal Floor/Walls	\$5,000

	Build Ramps	\$15,000
	Build Retaining Walls	\$3,000
	Build New Internal Partitions	\$5,000
	Install Mesh Screens in Trusses	\$6,000
	Install Electrical System/Outlets/Lighting	\$12,000
	Install Water Points	\$3,000
	Install Under Floor Vents	\$2,000
	Supply Padlocks	\$1,000
	Install Toilets Fit Out	\$60,000
	TOTAL	\$152,000
Landscaping	Bulk Earthworks	\$5,000
	Garden Mulch	\$3,000
	Paving – 330m ²	\$75,000
	Asphalt – 340m ²	\$20,000
	Asphalt pattern coating	\$6,000
	Trees	\$3,000
	Bollards	\$9,000
	Supply & Install Light Poles	\$16,000
	Fence	\$6,000
	Security – 4 cameras	\$5,000
	TOTAL	\$148,000
	PROJECT COST	\$300,000

Cr Mutton moved it be recommended:

- (a) The report be received;
- (b) Council refer an amount of \$300,000 to the 2016/17 budget for consideration in order to achieve the works listed in this project.

Cr Morello seconded

Carried

6. TRAFFIC MANAGEMENT – Concerns – Peppermint Drive and North Terrace – Email from Vicki Telford-Gamble - Ref. AF11/1867

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

The Presiding Member reported:

- (a) Council has received a complaint regarding road safety concerns along Peppermint Drive towards the North Terrace end. The basis of this complaint is related to vehicles cutting the corner as they enter from the North Terrace end of Peppermint Drive and then have to negotiate a 90° bend within 100m of the North Terrace intersection;
- (b) Whilst the land division road network was constructed to minimise vehicle speed, there however seems to be a number of drivers who continually cut the corner as they negotiate this section of Peppermint Drive.
- (c) One simple solution to prevent this from continuing is to install a narrow median island kerb on the bend and to also incorporate a median island on Peppermint

Drive at the North Terrace intersection. This will have the effect of regulating vehicle movements at both the intersection and the 90° bend.

- (d) This solution is relatively inexpensive to implement and does not affect vehicle access to private property nor does it significantly impact on onstreet parking. However, it will improve safety for motorists and adjacent property owners by reducing speed and regulating the path of vehicles at the 90° bend on Peppermint Drive.
- (e) This solution is presented in plan no. 1516-12 and is estimated to cost ≈ \$5,000 and can be funded from the road maintenance account

Cr Mutton moved it be recommended:

- (a) The report be received;**
- (b) Council install a narrow median island at the 90° bend on Peppermint Drive and also install a centre median island on Peppermint Drive at the intersection with North Terrace, with costs to be booked to General Ledger Account No 6740.1240 as per plan no. 1516-12; and**
- (c) Council endorse the Traffic Impact Statement for the installation of traffic control devices as shown in plan no. 1516-12.**

Cr Richardson seconded

Carried

7. PROPERTY MANAGEMENT - Advisory Group - Report of the Aquatic Centre Management Advisory Group meeting held Wednesday, 3rd February 2016 - Ref. AF11/1370

Goal: Building Communities

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

The Presiding Member reported:

- (a) The Aquatic Centre Management Advisory Group met on Wednesday, 3rd February 2016 at 7:00 a.m. This meeting was attended by:
 - Daryl Sexton, Director - Operational Services
 - Peter Collins, Manager - Aquatic Centre
- (b) the matters discussed were as follows:
 - 1. Fuel
 - All working well, no quality issues at this time
 - Nangwarry mill may be looking at a pellet system
 - 2. Living Energy
 - Mark has left Living Energy, at this time no practical issues with key staff loss
 - Mark still available at this time

3. Attendances

- December – excellent
- January – just above average

4. Maintenance

- All ok, chlorinator working really well

5. Budget

- Have included:
 - Pool covers (not including rollers, but may need to be done) (+\$1,400?)
 - Inflatable

6. Swim School

- Numbers in the order of 919 (record number!)
(34 instructors involved in swim school) p/t & casual
(31 this time last year)

Cr Mutton moved it be recommended:

(a) The report be received and contents noted.

Cr Greco seconded

Carried

8. COMMITTEES - Environmental Sustainability Sub-Committee - Minutes of Meeting held 2nd January 2016 - Ref. AF12/377

Goal: Governance

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

Cr Richardson moved it be recommended:

(a) Minutes of the Environmental Sustainability Sub-Committee held on Tuesday, 2nd February 2016 be received;

(b) the following recommendation (number 3) of the Environmental Sustainability Sub-Committee be adopted by Council:

3. ENVIRONMENTAL SUSTAINABILITY REPORT NO. 1/2016 – PROPOSED SUSTAINABILITY INNOVATION FUND

- Environmental Sustainability Report No. 1/2016 be received.
- Council refer an amount of \$20,000 in the 2016-2017 budget for the creation of an Environmental Sustainability Innovation Fund as outlined in ESR 1/2016.

Cr Von Stanke seconded

Carried

Cr Mutton moved it be recommended:

(c) The following recommendations (numbers 1, 2, 4, 5, 6) of the Environmental Sustainability Sub-Committee be adopted by Council:

1. VALLEY LAKE WATER TESTING

- The report be received.
- Signage at the Valley Lake in the vicinity of the boat ramp be changes to “Bacteria and algae that potentially pose a risk to human health have been recorded in the Valley Lake water at times, particularly close to shore. Water skiing and other aquatic recreational activities are done at own risk”. A sign with this wording also be placed on the shoreline at Playground Point.

2. RECYCLE RIGHT BIN TAGGING

- The report be received.
- Council continue the bin tagging program.

4. ENVIRONMENTAL SUSTAINABILITY REPORT NO. 2/2016 – SUMMARY OF COP21 PARIS CLIMATE AGREEMENT – WHAT DOES IT MEAN FOR MOUNT GAMBIER

- Environmental Sustainability Report No. 2/2016 be received.

5. ENVIRONMENTAL SUSTAINABILITY REPORT NO. 3/2016 – CITY OF MOUNT GAMBIER 2014-2015 GREENHOUSE GAS EMISSIONS

- Environmental Sustainability Report No. 3/2016 be received.
- Environmental Sustainability Officers undertake further investigation in regards to the City’s greenhouse gas emissions and action or alternatives to reduce and/or offset emissions.

6. 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 - Council Development Assessment Panel - Minutes of Meeting held 21st January 2016 - Ref. AF15/554

Goal: Governance

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

Cr Mutton moved it be recommended:

- (a) Minutes of the Council Development Assessment Panel meeting held on Thursday, 21st January 2016 be received;
- (b) the decisions made by the Council Development Assessment Panel be noted.

Cr Von Stanke seconded

Carried

10. OPERATIONAL SERVICES REPORT NO. 1/2016 – Infrastructure – Street Tree Planting Advice and Information – Continuation of the Street Tree Program – Ref. AF11/1201

Goal: Environment

Strategic Objective: (i) Systematically build Council as an environmentally sustainability organisation

Cr Richardson moved it be recommended:

- (a) Operational Services Report No. 1/2016 be received;**
- (b) Council extend the Street Tree and Replacement Program for a further 10 years to 2027 and refer an annual budget amount to cover the cost of this program.**

Cr Greco seconded

Carried

11. OPERATIONAL SERVICES REPORT NO. 2/2016 – Infrastructure – Long Term Infrastructure and Asset Management Program – Ref. AF11/1255, AF11/1253, AF11/1254, AF11/1491, AF11/629, AF13/7

Goal: Building Communities

Strategic Objective: (i) The identified of the community are met, through implementing Long Term Asset Management Plans and Infrastructure Plans

Cr Greco moved it be recommended:

- (a) Operational Services Report No. 2/2016 be received;**
- (b) all projects listed in Appendix 1 to Appendix 6 of Operational Services Report 2/2016 inclusive for 2016/2017 be referred to the 2016/2017 Draft Budget for further consideration.**

Cr Mutton seconded

Carried

Cr Greco left the meeting at 8:23 a.m.

MOTIONS WITHOUT NOTICE

1. PROPERTY MANAGEMENT – Frew Park – Turfwise Consulting Report - AF11/1521

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

The Presiding Member reported:

- (a) Members will have noticed the generally poor condition of the Frew Park playing surface. A substantial amount of the grass has died off. The grass that has died off is a winter grass that now dominates the oval and is very unsightly when it dies off in summer.**
- (b) Council has now received a report from Turfwise Consulting (copy was attached) which clarifies the problem and puts forward a rehabilitation strategy.**
- (c) Timing is absolutely crucial to the success of the strategy and the works must be done in the next 1-2 weeks if it is to be successful (so the surface is ready for sport after the winter). Cricket has finished using the surface this year (they believe it is now unsafe to play on).**

- (d) A local contractor has the equipment and plants available to complete the works, but Council's procurement policy, if applied, will mean that works will not commence for at least 4-6 weeks – this will be too late.
- (e) The estimated cost to repair the surface is between \$15,000 and \$18,000.

Cr Richardson moved it be recommended:

- (a) The report be received;**
- (b) Council proceed immediately with the urgent repair works to the Frew Park playing surface in line with the recommendations of Turfwise Consulting's Report "Frew Park 2016";**
- (c) Council approve the immediate engagement of Blue Lake Turf to undertake this week.**

Cr Von Stanke seconded

Carried

The meeting closed at 8:24 a.m.
AF11/866
SM

CONFIRMED THIS

DAY OF

2016.

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PRESIDING MEMBER