

## OPERATIONAL SERVICES COMMITTEE

Meeting held in the Conference Room, Operational Services Area, Level One of Civic Centre, 10 Watson Terrace, Mount Gambier, on Tuesday 9<sup>th</sup> June 2015 at 7.30 a.m.

### MINUTES

- PRESENT: Mayor A Lee  
Cr I Von Stanke (Presiding Member), Crs C Greco, P Richardson and F Morello
- APOLOGIES: Cr Von Stanke moved the apology received from Cr D Mutton be accepted.  
Cr Morello seconded Carried
- COUNCIL OFFICERS: Chief Executive Officer, Mark McShane  
Director - Operational Services, Daryl Sexton  
Engineering Manager, Daryl Morgan  
Environmental Health Officer, Heather Reilly  
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 Greco moved the minutes of the previous meeting held on Tuesday, 12<sup>th</sup> May 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	60%
• Road Reconstruction Program (various roads)	90%
• Caroline Landfill Cell 1 & 2 capping	on hold
• Wireless Road East construction and widening	30%
• Buronga Avenue carpark construction	90%
• North Terrace concrete footpath construction	80%
• Dog Park development	30%

#### Completed Tasks

- John Watson Drive concrete footpath construction
- Blue Lake solar light installation

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

**Cr Greco seconded**

**Carried**

**2. ANIMAL MANAGEMENT - Project Management - Enclosed Off-Leash Dog Park - Ref. AF11/138**

*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*  
(ii) *Encourage the development of community facilities and infrastructure, community events, and active and safe community spaces through direct support, seeking funding, facilitation etc*

*Goal:* *Community Well-Being*

*Strategic Objective:* (i) *Advocate for the health needs of the community by encouraging partnerships in the provision of affordable and viable facilities and infrastructure*

The Presiding Member reported:

- (a) Building works for the enclosed off-leash dog park at Hastings Cunningham Reserve have commenced as approved by Council on 17<sup>th</sup> March 2015;
- (b) it is requested that Council approve a consultation to be held to gain suggestions from the public to formally name the facility. A simple consultation along the same lines as being used for the naming of the Former Hospital Site would be appropriate (i.e. Round 1 is a call for suggestions, Council nominate 5 names and Round 2 is the final selection by the Community).

**Cr Richardson moved it be recommended:**

- (a) The report be received;**
- (b) Council name the facility 'Hastings Cunningham Reserve Dog Park'.**

**Cr Morello seconded**

**Carried**

**3. DEVELOPMENT APPLICATION - TAFE On-site Wastewater System Review Project - 172-174 Wireless Road West, Suttontown - Wastewater Investigation - Ref. DA15/171 (381/0143/2015)**

*Goal:* *Community well-being*

*Strategic Objective:* (i) *Advocate for the health needs of the community by encouraging partnerships in the provision of affordable and viable facilities and infrastructure*

*Goal:* *Environment*

*Strategic Objective:* (i) *Partner with the community to conserve and reduce the quantity of water use and improve the quality of water entering our groundwater and lakes system*

Operational Services Committee Minutes of 9<sup>th</sup> June 2015 Cont'd...

<i>Goal:</i>	<i>Environment</i>
<i>Strategic Objective:</i>	(i) <i>Plan and implement infrastructure to protect and enhance the natural and built environment, including in response to climate change influences</i>
	(ii) <i>Support initiatives that value and preserve our unique environment and contribute to environmental sustainability</i>

The Presiding Member reported:

- (a) An incomplete application has been received from Mates Rates Mount Gambier for installation of an on-site aerated wastewater treatment system (AWTS) which includes surface irrigation disposal at TAFE SA and to be connected to a portable classroom as part of their sustainable class project (letter of intent was attached to the Operational Services Committee agenda);
- (b) the on-site wastewater system is on the Department of Health and Ageing approved product list;
- (c) part of the TAFE SA funding for this project is for this current financial year and is an urgent priority for the project manager;
- (d) this is a regional educational institution and will potentially educate system use across Council and State Borders;
- (e) Council Policy B150 Building - Sewer Connections, Waste Management Control and the Provision of Toilet Facilities incorporates:

*3 Sewer Connections - Existing buildings*

- a. All premises are to be connected to the SA Water Corporation sewer if available to the parcel of land.*
- b. All premises to which sewer is not currently available are to be connected to the SA Water Corporation sewer system within three (3) months of such sewer becoming available to the parcel of land.*

*6 Dispensation*

*Council may, in any case in which Council deems it expedient, dispense with the observance of this policy, or any part thereof, either absolutely or on such terms and conditions as the Council deems proper.*

- (f) risk to Council is setting a precedent for (non complying) on-site disposal systems in areas serviced by mains sewer;
- (g) two of the recommendations of the On-site Wastewater Policy Investigation Report prepared for Council in May 2013 by Australian Water Environments are:
  - a. subsurface disposal systems should be encouraged in preference to surface irrigation systems*
  - b. All disposal systems incorporate sequential pressure dosing, which allows for more even distribution and resting time between trenches / zone (and encourage 'bio-mat' growth).*

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

- (a) The report be received;
- (b) Council not require TAFE SA to comply with Council Policy B150 “Building Sewer Connections, Waste Management Control and The Provision of Toilet Facilities” subject to all normal administration of the application and approval process;
- (c) in addition of the above and in the interest of ensuring TAFE SA are indeed promoting sustainable systems Council requires ground water monitoring in a form approved by Council administration to be undertaken annually for 10 years to verify the system is not adversely impacting on the environment with the report to be presented to Council on an annual basis;
- (d) in the event that the monitoring program indicates on-site pollution TAFE SA agree to decommission (and remove) the AWTS and connect to mains sewer;
- (e) if the transportable classroom is removed the AWTS is decommissioned and removed within three months.

**Cr Greco seconded**

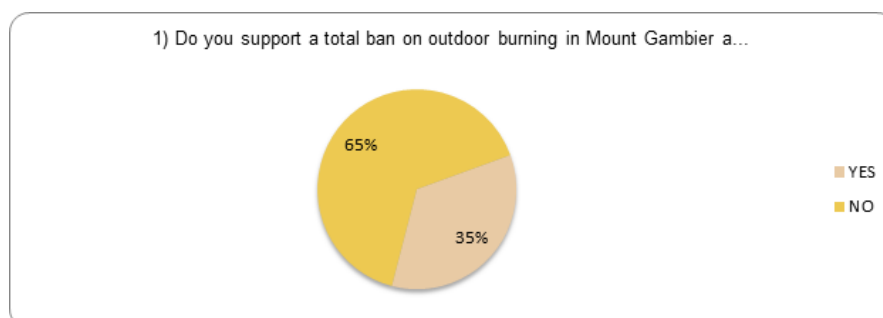
**Carried**

**4. ENVIRONMENTAL MANAGEMENT - Backyard Burning within City - Ref. AF11/356**

<i>Goal:</i>	<i>Environment</i>
<i>Strategic Objective:</i>	(i) <i>Plan and implement infrastructure to protect and enhance the natural and built environment, including in response to climate change influences</i>
	(ii) <i>Support initiatives that value and preserve our unique environment and contribute to environmental sustainability</i>

The Presiding Member reported:

- (a) Council, at its meeting of 10<sup>th</sup> March 2015 resolved:
  - “(a) *the report be received;*
  - (c) *Council undertake City wide community consultation (in accordance with its public consultation policy) regarding the proposition to ban domestic burning in all areas of the City, year round, and a further report be prepared for Council’s consideration following such consultation.”;*
- (b) the public consultation period has now concluded, resulting in 130 responses (approximately 0.5% of the residential population of the City), of which 65% were not supporting a ban and 35% were supporting a ban (copies of all responses received can be provided to Members upon request);



Operational Services Committee Minutes of 9<sup>th</sup> June 2015 Cont'd...

- (c) the main reasons provided by the public for supporting the proposed ban was around air quality issues and getting smoked out by neighbours;
- (d) the main reasons provided by the public for not supporting the proposed ban were people on larger properties (1 or more acres) wanting to burn sticks and branches from trees, and people wanting 'free' green waste drop off / collection;
- (e) there were also numerous incomplete names (just first names) and anonymous;
- (f) a number of responses came from residents on the outlying area of the City who have large allotments (in excess of 1 acre);
- (g) Members will recall from the March 2015 report that the origin of this matter coming before Council related to enforcement by SAPOL and a high number of expensive call outs experienced by the MFS in responding to complaints. Air quality concerns by the EPA is also a significant factor in this matter;
- (h) with all the systems in place for residents to dispose of unwanted material (of any description) there is no necessary reason for residents to undertake outdoor burning (noting exception for food preparation activities).

**Cr Morello moved it be recommended:**

- (a) The report be received;**
- (b) Council adjourn this matter until a meeting is held between all stakeholders (i.e. Metropolitan Fire Service, SA Police and Environment Protection Authority).**

**Cr Richardson seconded**

**Carried**

**5. GOVERNANCE - Committees - Council Development Assessment Panel - Terms of Reference - Ref. AF14/283**

*Goal: Governance*  
*Strategic Objective: (i) Establish measures for Council's performance and continually compare against community expectations*  
*(ii) Engage with national, state, regional and local forums and partnerships to provide solutions and options to continually improve Councils service delivery and performance*

The Presiding Member 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 Council Development Assessment Panel at its meeting held on Thursday, 19<sup>th</sup> February 2015 reviewed and re-adopted the existing Terms of Reference (with no recommended changes) for this Statutory Committee;

Operational Services Committee Minutes of 9<sup>th</sup> June 2015 Cont'd...

- (c) a copy of the Terms of Reference for the Council Development Assessment Panel was attached to the Operational Services Committee agenda for Members perusal;
- (d) in accordance with Section 56A (19) of the Development Act 1993 the conduct of the business of the Council Development Assessment Panel 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 Council Development Assessment Panel be received and noted by Council.

**Cr Greco seconded**

**Carried**

**6. GOVERNANCE - Committees - Environmental Sustainability Sub-Committee - Terms of Reference - Ref. AF14/283**

*Goal:*

*Governance*

*Strategic Objective:*

- (i) Establish measures for Council's performance and continually compare against community expectations
- (ii) Engage with national, state, regional and local forums and partnerships to provide solutions and options to continually improve Councils service delivery and performance

The Presiding Member 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 Environmental Sustainability Sub-Committee at its meeting held on Thursday, 19<sup>th</sup> February 2015 reviewed the Terms of Reference for this Sub-Committee and have made the following recommendation:
  - item 5.1 be amended to remove the words "and Community Members"
- (c) a copy of the amended Terms of Reference for the Environmental Sustainability Sub-Committee was attached to the Operational Services Committee agenda for Members perusal.

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

- (a) The report be received;
- (b) in accordance with the above recommendation of the Environmental Sustainability Sub-Committee item 5.1 of the Terms of Reference be amended to remove the words "and Community Members";

Operational Services Committee Minutes of 9<sup>th</sup> June 2015 Cont'd...

- (d) the amended Terms of Reference (as attached the Operational Services Committee agenda) be endorsed and adopted by Council.

Cr Greco seconded

Carried

7. **COMMITTEES - Environmental Sustainability Sub-Committee - Minutes of Meeting held 2<sup>nd</sup> June 2015 - Ref. AF12/377**

Goal: Governance

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

Cr Von Stanke moved to be recommended:

- (a) The minutes of the Environmental Sustainability Sub-Committee held on Tuesday, 2<sup>nd</sup> June 2015 be received;
- (b) the following recommendations (number 1 to 8) of the Environmental Sustainability Sub-Committee be adopted by Council:

1. **TERMS OF REFERENCE**

- The report be received;
- item 5.1 of the Environmental Sustainability Sub-Committee Terms of Reference be amended to remove the words “and Community Members”;
- noting the amendment to item 5.1, the Terms of Reference of the Environmental Sustainability Sub-Committee by adopted.

2. **BIN TAGGING**

- The report be received;
- Council staff continue the bin tagging program throughout the city. The frequency of tagging being determined by staff workloads.

3. **ASSESSMENT OF VIABILITY FOR SOLAR POWER ON OTHER SITES**

- The report be received and the Environmental Sustainability Sub-Committee await a further extended report on the findings of the assessments undertaken by Quark Consulting.

4. **AQUATIC CENTRE ENERGY AUDIT**

- The report be received and the Environmental Sustainability Sub-Committee await a further detailed report addressing the outcomes of the electricity audit and the Aquatic Centre Management response;
- Council formally thank Zero Waste SA for funding the audit.

5. **CAROLINE LANDFILL INCOMING WASTE AUDIT**

- The report be received;
- Council staff now work with contractors and clients to seek voluntary improvements to the waste stream entering the Caroline Landfill;

Operational Services Committee Minutes of 9<sup>th</sup> June 2015 Cont'd...

- the results of this assessment be forwarded to SELGA Waste Committee.

6. FRUIT AND NUT TREES

- The report be received.

7. NATURAL STEP SESSION AND WATER SUSTAINABILITY DISCUSSION

- The report be received.

8. 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 Morello seconded

Carried

8. PROPERTY MANAGEMENT - Committees - Report of the Aquatic Centre Management Advisory Group meeting held at 7:00 a.m. Wednesday, 6<sup>th</sup> May 2015 - 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, 6<sup>th</sup> May 2015 at 7:00 a.m. This meeting was attended by:

- Cr Mark Lovett
- Daryl Sexton, Director - Operational Services
- Peter Collins, Manager - Aquatic Centre

(b) the matters discussed were as follows:

1. Outstanding Required Maintenance Tasks

- Painting of major pole structure
- Playground audit - to be included on Council's regular inspections
- Tiling around pool edge - still waiting on tiles from Turkey

2. Woodchips

- Still an unresolved issue, hopefully contracts for wood chipping supply will be negotiated in the next 2-3 months

3. Aqua Aerobics

- Peter has noted strong growth in numbers in Aqua Aerobics



Operational Services Committee Minutes of 9<sup>th</sup> June 2015 Cont'd...

4. Inflatable Play Equipment

- Current equipment is near the end of its usable life
- Replacement cost is the order of \$8,000-\$9,000
- It was noted that there is no allowance in the draft 2015/16 Budget to replace this item

5. Unisex Shower

- A customer has noted the lack of a unisex shower
- Item for further review

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

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

**Cr Richardson seconded**

**Carried**

**9. OPERATIONAL SERVICES REPORT NO. 13/2015 - Governance - Section 41 Committee - Operational Services Committee - Terms of Reference - Ref. AF14/283**

*Goal:*

*Governance*

*Strategic Objective:*

*(i) Demonstrate innovative and responsible organisational governance.*

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

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

**(a) Operational Services Report No. 13/2015 be received;**

**(b) Council adopts the Operational Services (Section 41) Committee Terms of Reference, incorporating the functions of s101A of the Development Act 1993 as provided as an attachment to this Report and marked as 'Attachment 1';**

**(c) the Strategic Planning and Development Policy Committee be disbanded immediately.**

**Cr Morello seconded**

**Carried**

**MOTIONS WITHOUT NOTICE - Nil**

CONFIRMED THIS

DAY OF

2015.

.....  
PRESIDING MEMBER

The meeting closed at 7:43 a.m.

AF11/866

SW