

OPERATIONAL SERVICES COMMITTEE

Meeting held in the Conference Room, Operational Services Area, Level One of Civic Centre,
10 Watson Terrace, Mount Gambier, on Tuesday 13th December 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
Engineering Manager, Daryl Morgan
Manager Governance & Property, Michael McCarthy
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 Von Stanke moved the minutes of the previous meeting held on Tuesday, 8th November 2016 be taken as read and confirmed.

Cr Morello seconded

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%
• Foote Street (kerbing works)	10%
• Lansell Street (kerbing works)	10%
• James Street (paving works)	30%
• Lansell Street (concrete footpath)	10%

Railway Lands

• Heritage elements (fence and stobie poles)	80%
--	-----

Completed Tasks

- Umpherston Street (concrete footpath)
- Chauvel Street (road pavement construction)

Cr Mutton moved the report be received.

Cr Greco seconded

Carried

2. DEVELOPMENT CONTROL - Mount Gambier Heritage Advisory Group - Local Heritage Restoration Fund Grant Program 2016/2017 - Ref. AF16/88

The Presiding Member reported:

- (a) The guidelines for the Heritage Restoration Fund are as follows:
1. all of the restoration fund is allocated by grants;
 2. any property listed as a place of local heritage significance (excluding places owned by Local and/or State Government), is eligible for a grant;
 3. the maximum amount of money available to each property is \$2,000 and properties will only be eligible to receive a grant every third financial year;
 4. the criteria to successfully apply for a grant includes:
 - the grant is to be used for conservation work (e.g. painting, repairs, fencing, re-roofing), and/or professional design advice;
 - the minimum value of work to be undertaken is \$2,000;
 - the works to be undertaken shall be reasonably documented, including drawings, specifications and/or colour schemes or similar;
 - the works shall be undertaken within six (6) months of approval of grant;
 - the grant shall be issued to a successful applicant retrospectively i.e. after work completed;
 - the successful applicant must submit to Council, an invoice or receipt of payment for the completed works, prior to the grant being issued.
- (b) the Mount Gambier Heritage Advisory Group met on Wednesday, 23rd November 2016;
- (c) fifteen (15) applications (plus one (1) after the closing date) for the 2016/2017 Local Heritage Restoration Fund have been received;
- (d) the total amount available for the 2016/2017 Local Heritage Restoration fund is \$20,000 as allocated in the budget.

Cr Mutton moved it be recommended:

- (a) The report be received;
- (b) Council allocate funding to the applicants listed below for the 2016/2017 Heritage Grants:

APPLICANT	RECOMMENDED VALUE OF GRANT
Admill Nominees Pty Ltd	\$4000
Eureka Care Communities (Mount Gambier) Pty Ltd	\$0
Anthony Lane & Aileen Ferguson	\$1000
Mrs Joanne de Bruin	\$1000

Brian Rowett	\$1000
Morris Dickins	\$3500
Kenneth Haig	\$1000
Georgina & Meirion Jones	\$1000
Craig Marsh	\$1000
Robyn Glynn	\$1500
Catholic Church Endowment Society Inc	Ineligible - State Heritage Place
Catherine Rymill	\$500
R Schubert & P Little	\$1500
M & J Heemskerk	\$2000
J & E Praolini	\$1000
A & M Harrington	Ineligible - Late application
TOTAL	\$20,000

- (c) Council advise all applicants of the outcome of their grant application and, where applicable, the conditions relating to claiming reimbursement.

Cr Von Stanke seconded

Carried

3. **ENVIRONMENTAL MANAGEMENT - Limestone Coast Local Government Association - Climate Adaptation Program - Ref. AF16/505**

The Presiding Member reported:

- (a) The Limestone Coast Local Government Association (LCLGA) has recently established a formal committee - Limestone Coast Climate Adaptation Committee (LCCAC) and Council, by resolution of 18th October 2016 appointed the Director Operational Services as its representative on the new Committee;
- (b) the LCCAC held its first meeting on 5th December 2016. The Committee has representation of the seven constituent Councils, Regional Development Australia, South East Natural Resources Management Board and the Department of Environmental, Water and Natural Resources;
- (c) the LCLGA Board has adopted Terms of Reference for the new Committee;
- (d) from the first meeting it is clear that a report that has been received by the LCLGA (Limestone Coast Regional Climate Change Adaptation Plan - URPS, April 2016) will form the basis of the work of the Committee;
- (e) this report does not appear to have been formally received by the City of Mount Gambier (or a number of other Councils) and it is appropriate that Members are given the opportunity to review the report and provide any comment to the Director Operational Services for referral to the LCCAC. Reference to the report was likely contained within previous minutes of the LCLGA;
- (f) a copy of the URPS report was attached to the Operational Services Committee agenda.

Cr Mutton moved it be recommended:

- (a) The report be received;**
- (b) Council receive the report titled “Limestone Coast Regional Climate Change Adaptation Plan, April 2016” prepared by URPS and note the comments.**

Cr Greco seconded

Carried

4. HEALTH MANAGEMENT - Joint Ventures - Food Safe Training 2016 - Arrangements - Ref. AF16/54

The Presiding Member reported:

- (a) On Monday, 7th November 2016, to mark the beginning of the 20th National Food Safety Week, Council provided a subsidised session for volunteers to complete the Accredited Tafe SA Food Safety Short Course;
- (b) volunteers paid \$10.00 per person to Council, rather than the normal price of \$95.00 per person to Tafe SA (no concessions available). Tafe SA provided the group course to Council for a flat fee;
- (c) 47 volunteers from the Limestone Coast area attended the subsidised training and 17 community groups were represented by volunteers;
- (d) the volunteer food safety sessions are provided to assist community groups in meeting their requirements under the SA Food Act. This program is directed towards one priority in Council's Health Plan; Potentially Avoidable Hospital Admissions through prevention of food poisoning.

Cr Mutton moved it be recommended:

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

Cr Greco seconded

Carried

5. 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 15th November 2016 resolved:
 - “(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) Council write to the Grant High School Governing Council and provide copies and information on the costings and plans for a carpark extension and offer a loan to the school for construction of a carpark under terms and conditions suitable to Council;*
 - “(c) Following discussion with Grant High School the matter be referred back to Operational Services Committee for further review.”*

- (b) in accordance with the above resolution, Council provided details of the costings for a carpark extension to Grant High School and their response was attached to the Operational Services Committee agenda for Members perusal.

Cr Richardson moved it be recommended:

- (a) The report be received;
- (b) Council write to Grant High School advising that the offer for a loan of \$90,000 will remain on the table until the end of the 2016/2017 financial year.

Cr Von Stanke seconded

Carried

6. COMMITTEES - City of Mount Gambier Building Fire Safety Committee - Minutes of Meeting held 21st November 2016 - Ref. AF15/571

Cr Von Stanke moved it be recommended:

- (a) Minutes of the City of Mount Gambier Building Fire Safety Committee meeting held on Monday, 21st November 2016 be received;
- (b) the decisions made by the City of Mount Gambier Building Fire Safety Committee be noted.

Cr Greco seconded

Carried

7. COMMITTEES - Council Development Assessment Panel - Minutes of Meeting held 17th November 2016 - Ref. AF15/554

Cr Von Stanke moved it be recommended:

- (a) Minutes of the Council Development Assessment Panel meeting held on Thursday, 17th November 2016 be received;
- (b) the decisions made by the Council Development Assessment Panel be noted.

Cr Greco seconded

Carried

8. OPERATIONAL SERVICES REPORT NO. 9/2016 - Governance - Committees - Election Of Operational Services Standing Committee Presiding Member - Ref. AF11/858

Cr Mutton moved it be recommended:

- (a) Operational Services Report No. 9/2016 be received;
- (b) Cr C Greco be Presiding Member of the Operational Services Committee on and from 20th January 2017.

Mayor Lee seconded

Carried

9. OPERATIONAL SERVICES REPORT NO. 10/2016 - Traffic Management Report - Intersection of Shepherdson Road / Mackenzie Street - AF11/1880

Cr Mutton moved it be recommended:

- (a) Operational Services Report No. 10/2016 be received;**
- (b) The Traffic Impact Statement attached to the Operational Services Committee agenda be endorsed by Council;**
- (c) The City of Mount Gambier pursuant to Ministerial delegation resolves the following:**

**Prohibited Area
1.2.072**

NO PARKING

SHEPHERDSON ROAD (SOUTHERN SIDE) - 20 metres east of the intersection with MacKenzie Street, to apply at all times

to be effective on the installation of appropriate signage.

- (d) Council remove all vegetation (trees, shrubs) back to the property line adjacent to 31 Shepherdson Road, in order to improve sight visibility for exiting motorists from MacKenzie Street.**

Cr Von Stanke seconded

Carried

10. OPERATIONAL SERVICES REPORT NO. 11/2016 - Tender - Kennedy Avenue Retaining Wall - Asbestos Removal And Repair Work - Ref. AF16/483

Cr Mutton moved it be recommended:

- (a) Operational Services Report No. 11/2016 be received;**
- (b) Council award Tender AF16/483 for the Kennedy Avenue retaining wall asbestos removal and repair works to SMB Civil for a tender price of \$293,900 (exc. GST).**

Cr Greco seconded

Carried

MOTIONS WITHOUT NOTICE - Nil

The meeting closed at 7:47 a.m.
AF11/866
SW

CONFIRMED THIS

DAY OF

2016.

.....
PRESIDING MEMBER