

8 March 2018

**MAYOR  
COUNCILLORS  
CITY OF MOUNT GAMBIER**

**NOTICE** is given that the Strategic Standing Committee will meet in the following Meeting Room on the day, date and time as follows:

**Strategic Standing Committee**  
*(Committee Room - Level 4):*

Tuesday, 13 March 2018 at 5:30 p.m.

An agenda for the meeting is enclosed.



**Mark McSHANE**  
CHIEF EXECUTIVE OFFICER

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**AGENDA OF ORDINARY STRATEGIC STANDING COMMITTEE MEETING**

Meeting to be held in the Committee Room, Civic Centre, 10 Watson Terrace, Mount Gambier  
on Tuesday 13 March 2018 at 5:30 p.m.

**PRESENT** Mayor Andrew Lee

Cr Frank Morello (Presiding Member)  
Cr Josh Lynagh  
Cr Sonya Mezinec  
Cr Hanna Persello  
Cr Penny Richardson

<b>COUNCIL OFFICERS</b>	Chief Executive Officer	- Mr M McShane
	General Manager Community Wellbeing	- Ms B Cernovskis
	General Manager Council Business Services	- Mrs P Lee
	General Manager City Growth	- Dr J Nagy
	General Manager City Infrastructure	- Mr N Serle
	Manager Governance and Property	- Mr M McCarthy
	Administration Officer	- Ms A Lavia

**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.**

**1. APOLOGY(IES)**

Apology(ies) received from

That the apology from \_\_\_\_\_ be received.

Moved: \_\_\_\_\_ Seconded: \_\_\_\_\_

**2. CONFIRMATION OF STRATEGIC STANDING COMMITTEE MINUTES**

Meeting held on 12 February 2018.

That the minutes of the Strategic Standing Committee meeting held on 12 January 2018 be confirmed as an accurate record of the proceedings of that meeting.

Moved: \_\_\_\_\_ Seconded: \_\_\_\_\_

**3. QUESTIONS**

**3.1. With Notice**

Nil submitted.

**3.2. Without Notice**

**4. DEPUTATIONS**

Nil

**5. STRATEGIC STANDING COMMITTEE REPORTS**

Strategic Standing Committee Reports commence on the following page.



**5.1. Policy Review - D150 - Building & Swimming Pool Inspection Policy - Report No. AR18/7326**

<b>COMMITTEE</b>	Strategic Standing Committee
<b>MEETING DATE:</b>	13 March 2018
<b>REPORT NO.</b>	AR18/7326
<b>RM8 REFERENCE</b>	AF18/54
<b>AUTHOR</b>	Dave Vandborg
<b>SUMMARY</b>	This report presents a reviewed policy for Building and Swimming Pool Inspections in accordance with the Development Act 1993.
<b>COMMUNITY PLAN REFERENCE</b>	Goal 2: Our Location

<b>REPORT RECOMMENDATION</b>
<p>(a) That Strategic Standing Committee Report No. AR18/7326 titled '<i>Policy Review - D150 Building &amp; Swimming Pool Inspection Policy</i>' as presented to the Strategic Standing Committee on 13 March 2018 be noted.</p> <p>(b) That Council Policy '<i>D150 - Building &amp; Swimming Pool Inspection Policy</i>' as attached to Strategic Standing Committee Report No. AR18/7326 be adopted.</p>

Moved:

Seconded:



## Background

Council periodically reviews its policies over the term of the Council to ensure they remain up to date with legislative requirements, Council and community expectation and emerging practices in local government.

## Discussion

Council Policy '*D150 - Building & Swimming Pool Inspection Policy*' has been reviewed in detail and has been expanded to provide more information on general inspections and swimming pools in accordance with Section 71A and 71AA of the Act. The changes (with section references) are as follows:

- The nature of text for Purpose and Scope has been altered slightly.
- Objectives have been included (Section 59 of Act).
- The Criteria has been expanded (Section 71A of Act).
- The Levels of Inspection table has been deleted and more detail included (Section 80AB of the Regulations).
- Procedures specifically for Pools have been included.
- Mandatory Notification included to explain requirements of builders/owners (74(1) of Regulations).

## Conclusion

The reviewed and updated Council Policy '*D150 - Building & Swimming Pool Inspection Policy*' be presented for consideration.

It is proposed that the policy be next scheduled for review from March 2021, during the next Council term.

## Attachments

*Attachment 1 (AR18/8953):*

*Draft Council Policy 'D150 - Building & Swimming Pool Inspection Policy'*



**Dave VANDBORG**  
BUILDING SURVEYOR



**Dr Judy NAGY**  
GENERAL MANAGER CITY GROWTH

1 March 2018  
SW



**5.2. Policy Review - P135 Planning - Entertainment Venues – Report No. AR18/8300**

<b>COMMITTEE</b>	Strategic Standing Committee
<b>MEETING DATE:</b>	13 March 2018
<b>REPORT NO.</b>	AR18/8300
<b>RM8 REFERENCE</b>	AF18/54
<b>AUTHOR</b>	Emily Ruffin
<b>SUMMARY</b>	This report presents a reviewed policy for Planning - Entertainment Venues
<b>COMMUNITY PLAN REFERENCE</b>	Goal 3: Our Diverse Economy

<b>REPORT RECOMMENDATION</b>
<p>(a) That Strategic Standing Committee Report No. AR18/8300 titled '<i>Policy Review - P135 -Planning - Entertainment Venues</i>' as presented to the Strategic Standing Committee on 12 March 2018 be noted.</p> <p>(b) That the updated Council Policy '<i>P135 - Planning - Entertainment Venues</i>' as attached to the Strategic Standing Committee Report No. AR18/8300 be adopted.</p>

Moved:

Seconded



## Background

Council periodically reviews its policies over the term of the Council to ensure they remain up to date with legislative requirements, Council and community expectation and emerging practices in local government.

## Discussion

Council Policy '*P135 - Planning - Entertainment Venues*' has been reviewed and is presented with minor changes to wording only.

## Conclusion

The reviewed and updated Council Policy '*P135 - Planning - Entertainment Venues*' is presented for consideration.

It is proposed that the policy be next scheduled for review from March 2019.

## Attachments

*Attachment 1 (AR18/8955): Draft Council Policy 'P135 - Planning - Entertainment Venues'*



**Emily RUFFIN**  
PLANNING OFFICER



**Judy NAGY**  
GENERAL MANAGER CITY GROWTH

28 February 2018  
SW



**5.3. Policy Review - C120 Cemeteries – Carinya Gardens and Lake Terrace Cemetery - Report No. AR18/8017**

<b>COMMITTEE</b>	Strategic Standing Committee
<b>MEETING DATE:</b>	13 March 2018
<b>REPORT NO.</b>	AR18/8107
<b>RM8 REFERENCE</b>	AF18/54
<b>AUTHOR</b>	Dr Judy Nagy
<b>SUMMARY</b>	This report presents a reviewed policy for the Carinya Gardens and Lake Terrace Cemeteries.
<b>COMMUNITY PLAN REFERENCE</b>	Goal 1: Our People

<b>REPORT RECOMMENDATION</b>
<p>(a) That Strategic Standing Committee Report No. AR18/8107 titled '<i>Policy Review - C120 - Cemeteries - Carinya Gardens and Lake Terrace Cemetery</i>' as presented to the Strategic Standing Committee on 12 March 2018 be noted.</p> <p>(b) That the updated Council Policy '<i>C120 - Cemeteries - Carinya Gardens and Lake Terrace Cemetery</i>' as attached to the Strategic Standing Committee Report No. AR18/8107 be adopted.</p>

Moved:

Seconded:





## Background

Council periodically reviews its policies over the term of the Council to ensure they remain up to date with legislative requirements, Council and community expectation and emerging practices in local government.

## Discussion

Council Policy '*C120 - Cemeteries - Carinya Gardens and Lake Terrace Cemetery*' has been reviewed and is presented with minor changes to wording only.

## Conclusion

The reviewed and updated Council Policy '*C120 - Cemeteries - Carinya Gardens and Lake Terrace Cemetery*' is presented for consideration.

It is proposed that the policy be next scheduled for review from March 2021.

## Attachments

*Attachment 1 (AR18/8954): Draft Council Policy 'C120 - Cemeteries - Carinya Gardens and Lake Terrace Cemetery'*



**Dr Judy NAGY**  
GENERAL MANAGER CITY GROWTH

28 February 2018  
SW



**5.4. Request for Permission to Use City of Mount Gambier Coat of Arms – Report No. AR18/8857**

<b>COMMITTEE</b>	Strategic Standing Committee
<b>MEETING DATE:</b>	13 March 2018
<b>REPORT NO.</b>	AR18/8857
<b>RM8 REFERENCE</b>	AF15/290
<b>AUTHOR</b>	Michael McCarthy
<b>SUMMARY</b>	This report is to consider a request to use the City of Mount Gambier Coat of Arms to illustrate a research paper.
<b>COMMUNITY PLAN REFERENCE</b>	Goal 1: Our People
	Goal 2: Our Location
	Goal 3: Our Diverse Economy
	Goal 4: Our Climate, Natural Resources, Arts, Culture and Heritage

<b>REPORT RECOMMENDATION</b>
<p>(a) That Strategic Standing Committee Report No. AR18/8857 titled '<i>Request for permission to use City of Mount Gambier Coat of Arms</i>' as presented to the Strategic Standing Committee on 13 March 2018 be noted.</p> <p>(b) That the request from Richard d'Apice of the Australian Heraldry Society to use the City of Mount Gambier Coat of Arms to illustrate a paper on the Marchant Family Arms be granted on the condition that the City of Mount Gambier be credited and provided with a copy of the published article.</p>

Moved:

Seconded:



## Background

Council has received a request from Richard d'Apice, President of the Australian Heraldry Society seeking permission to use the City of Mount Gambier Coat of Arms to illustrate a paper on the Marchant Family Arms for publication in the society's journal

## Discussion

The request from Richard d'Apice references various components of the City of Mount Gambier Coat of Arms, including the caduceus, two serpents entwined around a rod (the symbol of the medical profession) surrounded by Sturt's Desert Pea flowers, and a pair of ermine flecked gold eagles (from the crest of Admiral Lord Gambier) holding organ pipes in their beaks signifying the philanthropy of William Browne to Christ Church, Mount Gambier.

Council Policy C700 stipulates that use of the Coat of Arms is only for official Council Civic and Ceremonial matters and an earlier request for permission was declined on this basis.

The applicant has sought Council to reconsider the request.

The request being from the Australian Heraldry Society for research and educational purposes has some merit and may provide opportunity for some further interpretation of the Council's Coat of Arms and even a potential promotional opportunity to an otherwise untapped audience.

If approval is granted it is suggested that it should be conditional upon the City of Mount Gambier being credited for its use and that a copy of the publication be provided for Council records.

## Conclusion

This report recommends that the request from Richard d'Apice of the Australian Heraldry Society to use the City of Mount Gambier Coat of Arms to illustrate a paper on the Marchant Family Arms be granted on the condition that the City of Mount Gambier be credited and provided with a copy of the published article.



**Michael McCARTHY**  
MANAGER GOVERNANCE & PROPERTY



**Mark McSHANE**  
CHIEF EXECUTIVE OFFICER

2 March 2018  
MMcC



**5.5. Queen Elizabeth Park Trust Board Membership – Report No. AR18/8851**

<b>COMMITTEE</b>	Strategic Standing Committee
<b>MEETING DATE:</b>	13 March 2018
<b>REPORT NO.</b>	AR18/8851
<b>RM8 REFERENCE</b>	AF11/854
<b>AUTHOR</b>	Michael McCarthy
<b>SUMMARY</b>	A report to note that Council’s Board Member nomination for the Queen Elizabeth Park Trust has been declined.
<b>COMMUNITY PLAN REFERENCE</b>	Goal 3: Our Diverse Economy

<b>REPORT RECOMMENDATION</b>
<p>(a) That Strategic Standing Committee Report No. AR18/8851 titled ‘<i>Queen Elizabeth Park Trust Board Membership</i>’ as presented to the Strategic Standing Committee on 13 March 2018 be noted.</p> <p>(b) That the vacancy in the Queen Elizabeth Park Trust Board Membership be noted and action to seek further nominations be deferred until after the Local Government Election in November 2018.</p>

Moved:

Seconded



## Background

Following a process to seek Elected Member nominations and a public Expression of Interest for suitable candidates for the Queen Elizabeth Park Trust Board, at its meeting held on 19 December 2017, Council endorsed Mrs Rhonda Ferguson and Dr Judy Nagy as nominees to fill two vacancies.

Council was notified by letter dated 15<sup>th</sup> February 2018 that the Queen Elizabeth Park Trust had declined the nomination of Mrs Rhonda Ferguson.

The letter added that the Board looks forward to any further nominations that Mount Gambier City Council may be considering.

## Discussion

Having undertaken an internal and external call for nominations during 2017, the only nominations received were those for Mrs Rhonda Ferguson and for Dr Judy Nagy, a Council Officer.

As a vacancy remains in the Queen Elizabeth Park Trust Board Membership, Council's Conduct of Meetings Policy C410 provides for notification to Members and for written nominations to be sought.

Members were notified of the Queen Elizabeth Park Trust Board's decision by memorandum dated 23<sup>rd</sup> February 2018 circulated in the Friday Edition, including that Members may wish to consider any alternative nominations for the vacant position or to defer seeking any further nominations until after the Local Government Elections in November 2018.

## Conclusion

In the absence of any other nominations, this report recommends that Council defer seeking further nominations until after the Local Government Elections in November 2018.



**Michael McCARTHY**  
MANAGER GOVERNANCE & PROPERTY



**Pamela LEE**  
GENERAL MANAGER COUNCIL BUSINESS SERVICES

2 March 2018  
MMcC



**6. MOTIONS**

**6.1. With Notice**

Nil Submitted

**6.2. Without Notice**

Meeting closed at                      p.m.

AR18/3137



## 7. REPORT ATTACHMENTS



 <p>City of Mount Gambier</p>	<p><b>COUNCIL POLICY</b> <b>D150 - BUILDING &amp; SWIMMING POOL</b> <b>INSPECTION POLICY</b></p>	<b>Version No:</b>	6
		<b>Issued:</b>	March, 2018
		<b>Next Review:</b>	March, 2021

## 1. INTRODUCTION

This document sets out the policy of the City of Mount Gambier (“Council”) for undertaking building inspections pursuant to Sections 71A and 71AA of the Development Act 1993.

### Scope

- The policy applies to all Development Approvals issued for the Council area.
- The policy sets out inspection levels in accordance with mandated levels of inspection for particular Classes of building.

### Purpose

Council is required under Section 71A and 71AA of the Development Act 1993 to prepare a policy with regards to audit levels and inspection criteria for the inspection of building works including swimming pools.

## 2. OBJECTIVES

Council is committed to comply with mandated levels of inspections including buildings that have been Privately Certified for Building Consent.

Council aims to deter persons from undertaking Building Work except in accordance with a Development Approval (or exemption) under the Development Act.

The policy has taken into account:

- The financial and human resources of Council.
- The impact that failure to inspect a certain number of buildings over a period of time may have on the community.
- Whether particular parts of Council area are known to be subject to poor building conditions.
- The capacity of Council to inspect works finished to the receipt of notification under Section 59 of the Development Act from Developers, the capacity of Council to inspect works will be measured against the number of instances in which Council receives the required notifications in a compliant and timely manner.

## 3. CRITERIA FOR SELECTION OF BUILDINGS TO BE INSPECTED

Buildings will be selected for inspection in accordance with the following:

- Distribution between Owner/Builders and Registered Builders.
- Local environmental factors (e.g. wind speed, flood prone, poor soil conditions).
- Specific condition of approval.
- Any other reason as determined by the authorised officer.

Where a building is determined for inspection it may be inspected at any time and more than once.



	<b>COUNCIL POLICY</b> <b>D150 - BUILDING &amp; SWIMMING POOL</b> <b>INSPECTION POLICY</b>	<b>Version No:</b>	6
		<b>Issued:</b>	March, 2018
		<b>Next Review:</b>	March, 2021

Where a complaint is received about any new or existing building including any excavation, site works, retaining walls or the like, inspection may be undertaken taking into account the urgency of the situation and resources of Council.

Inspections will be undertaken evaluating the nature of works or complaint against:

- The approved documentation approved by Council or Private Certifier.
- The National Construction Code – Building Code of Australia where documentation is silent on the relevant matter.

#### 4. AUDIT LEVELS OF INSPECTION

Council will endeavour to undertake inspections in accord with Regulation 80AB as follows:

- Dwellings (new and additions) & Dwelling Units
  - 10% of all approvals for Class 1 & Class 2 buildings (where notification received)
- Commercial
  - 10% of all approvals for Class 3-9 buildings
- Verandahs / carports / sheds / others
  - 10% of all approvals for Class 10A (verandahs etc.)
  - 10% of all approvals for Class 10B (retaining walls, fences etc.)
- Swimming Pools
  - 100% of pools constructed over the course of the calendar year
  - 80% of pools within two weeks of notification of completion of the pool and barrier
  - Remaining 20% within two months of notification of completion
- Roof Trusses
  - For all classes of buildings including carports and verandahs where attached to a trussed roof frame
  - Class 10 buildings (other than above), portal frame buildings, industrial sheds and transportable buildings are excluded from mandatory inspection
  - 66% of roofs to be inspected where works carried out by a licensed Builder
  - 90% of roofs to be inspected where works by an Owner/Builder
- Additional Inspections
  - Further inspections may be carried out toward insuring:
    - Essential Safety Provisions have been installed and operational prior to Certificate of Occupancy
    - Dangerous structures are identified and rectified
    - Non-compliant structures or those not formally approved are identified and rectified

	<b>COUNCIL POLICY</b> <b>D150 - BUILDING &amp; SWIMMING POOL</b> <b>INSPECTION POLICY</b>	<b>Version No:</b>	6
		<b>Issued:</b>	March, 2018
		<b>Next Review:</b>	March, 2021

## 5. MANDATORY NOTIFICATIONS

Pursuant to Section 59 of the Development Act 1993 and Regulation 74(1) of the Development Regulations, a person undertaking building work must give Council notification, as determined by Council for the type of Development and in accord with this Policy, for the following stages of work:

- One business day notice of the intended commencement of building work on the site
- One business day notice of the intended commencement of the pouring of the footings and other reinforcing steel works
- One business day notice of the completion of wall and all roof framing forming part of the building work (including top and bottom chord restraints, bracing and tie-downs)
- One business day notice of wet areas prior to tiling
- One business day notice of the completion of building work

For sites where the building work involves the construction of a swimming pool (including safety fences and barriers associated with such swimming pools):

- One business day notice of intended commencement of building work on the site
- One business day notice of the completion of the construction of the swimming pool (before the pool is filled with water)
- One business day notice of completion of construction of a safety fence or barrier for a swimming pool

In relation to other forms of building work where swimming pool safety features are relevant:

- One business day notice of completion of that aspect or those aspects of the building work relating to the swimming pool safety features

All applicants will be advised of the relevant notifications required in writing at the time of issuing the Development Approval.

## 6. RECORD KEEPING

Council Officers will keep adequate records of inspections completed in accordance with the specified audit levels in the Act.

## 7. COUNCIL ENDORSEMENT

This Policy was first adopted by resolution of the Council on 18<sup>th</sup> February 1999.

## 8. REVIEW & EVALUATION

This Policy is scheduled for review by Council in March 2021; however, will be reviewed as required by any legislative changes which may occur.

	<b>COUNCIL POLICY</b> <b>D150 - BUILDING &amp; SWIMMING POOL</b> <b>INSPECTION POLICY</b>	<b>Version No:</b>	6
		<b>Issued:</b>	March, 2018
		<b>Next Review:</b>	March, 2021

## 9. AVAILABILITY OF POLICY

This Policy will be available for inspection at Council's principal office during ordinary business hours and on the Council's website [www.mountgambier.sa.gov.au](http://www.mountgambier.sa.gov.au). Copies will also be provided to interested members of the community upon request, and upon payment of a fee in accordance with Council's Schedule of Fees and Charges.

File Reference:	AF18/49
Applicable Legislation:	Development Act 1993 (S71A & 71AA) Development Regulations 2008 Development (Swimming Pool Safety) Variation Regulations 2013
Reference: Strategic Plan - Beyond 2015	Goal 4, Strategic Objective 6
Related Policies:	N/A
Related Procedures:	N/A
Related Documents:	N/A

## DOCUMENT DETAILS

Responsibility:	General Manager City Growth
Version:	6
Last revised date:	20 <sup>th</sup> March, 2018
Effective date:	20 <sup>th</sup> March, 2018
Minute reference:	20 <sup>th</sup> March, 2018 Strategic Standing Committee Services, Item #
Next review date:	March, 2021
<u>Document History</u>	
First Adopted By Council:	18 <sup>th</sup> February 1999
Reviewed/Amended:	15 <sup>th</sup> April 2003, 16 <sup>th</sup> September 2006, 17 <sup>th</sup> February 2009, 22 <sup>nd</sup> February 2018

 City of Mount Gambier	<b>COUNCIL POLICY P135 PLANNING - ENTERTAINMENT VENUES</b>	<b>Version No:</b>	6
		<b>Issued:</b>	March, 2018
		<b>Next Review:</b>	March, 2019

## 1. INTRODUCTION

This document sets out the policy of the City of Mount Gambier (“Council”) for entertainment venues within the Council area, and is to be utilised alongside the Development Assessment process. The policy does not override the requirements under the Liquor Licensing Act 1997.

## 2. ACOUSTIC REPORTS

- a) Council require an Acoustic Consultant's Report to be provided with every development application (at the Applicant's expense) for any premises where entertainment is proposed.
- b) The internal noise limit for each premises be determined by the qualified Acoustic Consultant's Report so as to ensure that external noise levels are in compliance with the noise levels as specified by the Environment Protection Authority (EPA).
- c) Council shall require that all applications requiring an assessment of the potential noise impacts as contained within an Acoustic Consultants Report be informally referred to the Environment Protection Agency for advice and comments.

## 3. NOISE AND NOISE LIMITING DEVICES

- a) When assessing development applications for entertainment venues, Council shall generally consider and determine noise levels rather than the actual type of music (i.e. live or recorded music, different types of performers, etc.)
- b) Council may require that all music, whether recorded or live music, be played through an ‘in house’ system which can be connected to a fixed wired noise limiting device.
- c) Council shall require a fixed wired noise limiting device to be installed within the premises so as to ensure that any noise, whether recorded or live, does not exceed the maximum internal noise levels specified as acceptable by the Acoustic Consultant's Report, where considered appropriate.
- d) The fixed wired noise limiting device shall be accessible to Council, the Police and any other appropriate person at all times to ensure compliance with this requirement.
- e) The microphone associated with the fixed wired noise limiting device shall remain satisfactorily exposed at all times, and shall never be covered, or the like, so as to affect the proper monitoring of noise within the premises, to the reasonable satisfaction of Council.
- f) The licensee shall take all reasonable steps to ensure that the entertainment does not give offence to people who reside in the vicinity of the licensed premises, and will ensure that the noise levels do not exceed the 8dB above the ambient noise level when measured outside the premises. In order to do this the licensee will, if necessary:
  - (i) ensure that doors and windows remain closed during entertainment;
  - (ii) undertake sound monitoring tests prior to the entertainment commencing; and

 City of Mount Gambier	<b>COUNCIL POLICY P135 PLANNING - ENTERTAINMENT VENUES</b>	<b>Version No:</b>	6
		<b>Issued:</b>	March, 2018
		<b>Next Review:</b>	March, 2019

(iii) ensure that amplification from persons providing entertainment is limited to an appropriate level.

#### 4. SECURITY


- a) At all times when live entertainment is being provided on the premises, a licensed security person shall regularly patrol, by foot, in the vicinity of the premises, for that period from midnight until one hour after the closure of the premises to the public to ensure the quiet and orderly arrival and departure of patrons to and from the premises.

#### 5. REVIEW & EVALUATION

This Policy is scheduled for review by Council in March 2019; however, will be reviewed as required by any legislative changes which may occur.

#### 6. AVAILABILITY OF POLICY

This Policy will be available for inspection at Council's principal office during ordinary business hours and on the Council's website [www.mountgambier.sa.gov.au](http://www.mountgambier.sa.gov.au). Copies will also be provided to interested members of the community upon request, and upon payment of a fee in accordance with Council's Schedule of Fees and Charges.

 City of Mount Gambier	<b>COUNCIL POLICY P135 PLANNING - ENTERTAINMENT VENUES</b>	<b>Version No:</b>	6
		<b>Issued:</b>	March, 2018
		<b>Next Review:</b>	March, 2019

File Reference:	AF18/49
Applicable Legislation:	Environmental Protection Act 1993; Development Act 1993
Reference: Strategic Plan - Beyond 2015	Goal: Securing Economic Prosperity, Strategic Objective: 2 & 5
Related Policies:	L230 Licensed Premises
Related Procedures:	
Related Documents:	Environmental Protection (Noise) Policy 2007

## DOCUMENT DETAILS

Responsibility:	General Manager City Growth
Version:	6.0
Last revised date:	20 <sup>th</sup> March, 2018
Effective date:	20 <sup>th</sup> March, 2018
Minute reference:	20 <sup>th</sup> March, 2018 Strategic Standing Committee Services, Item #
Next review date:	March, 2019
<u>Document History</u> First Adopted By Council: Reviewed/Amended:	17 <sup>th</sup> July 2001 15 <sup>th</sup> April 2003; 19 <sup>th</sup> September 2006; 17 <sup>th</sup> February 2009; 19 August 2014; 20 <sup>th</sup> March 2018

 City of Mount Gambier	<b>COUNCIL POLICY</b> <b>C120 CEMETERIES - CARINYA GARDENS</b> <b>AND LAKE TERRACE CEMETERY</b>	Version No:	2
		Issued:	March 2018
		Next Review:	March 2021

## 1. INTRODUCTION

This document sets out the policy of the City of Mount Gambier (“Council”) for the Cemetery situated at Grant Avenue, Mount Gambier, and known as Carinya Gardens and Cemetery situated at Lake Terrace East, Mount Gambier.

## 2. CARINYA GARDENS CEMETERY

### (a) Burials

- (i) No burial shall be permitted at the Cemetery except in accordance with a current valid lease/interment right of a burial allotment;
- (ii) Leases/interment rights shall be for a fixed term of seventy five (75) years.

### (b) Cremation

- (i) No interment of cremated remains shall be permitted at the Cemetery except in accordance with a current valid licence/interment right to inter cremated remains.
- (ii) Licences/interment rights shall be for a fixed term of twenty five (25) years.
- (iii) Cremated remains may also be interred in a burial allotment for the term of the lease/interment right.

### (c) Allotments

- (i) Allotments are not to be reused.

## 3. LAKE TERRACE CEMETERY

### (a) Burials

- (i) No burial shall be permitted at the Cemetery except in accordance with a current valid lease/interment right of a burial allotment.

### (b) Cremation

- (i) No interment of cremated remains shall be permitted at the Cemetery unless in accordance with a current and existing valid lease/interment right.

### (c) Allotments

- (i) No new lease/interment right shall be granted over any burial allotment at the Cemetery (excluding Sections 'H' and 'J').
- (ii) Allotments are not to be reused.

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- (d) Sections H and J – burial vaults and ground burials
- (i) Sections 'H' and 'J' of the Cemetery situated at Lake Terrace East, Mount Gambier, is available for new burials.
  - (ii) No burial shall be permitted at Sections 'H' and 'J' of the Cemetery except in accordance with a current valid lease/interment right of a burial allotment.
  - (iii) Leases/interment rights shall be for a fixed term of fifty (50) years.
  - (iv) No interment of cremated remains shall be permitted at Sections 'H' and 'J' of the Cemetery unless in accordance with a current and existing valid lease/interment right.
  - (v) No allotments are not to be reused.
- (e) Reopening of Burial Plots
- (i) Where Council is requested to reopen an existing burial plot at the Lake Terrace Cemetery (including vaults) and such burial plot has a monumental headstone erected, Council requires the owner of the headstone (or representative of the owner with permission to act in this matter) to indemnify Council, in writing, against any claim from loss or damage to the monumental headstone as a result of the work undertaken by Council staff in reopening and/or sealing the grave.
  - (ii) 'Headstone' includes any slab or other part of the headstone structure forming a part of the monument.


#### 4. REVIEW & EVALUATION

This Policy is scheduled for review by Council in March 2021; however, will be reviewed as required by any legislative changes which may occur.

#### 5. AVAILABILITY OF POLICY

This Policy will be available for inspection at Council's principal office during ordinary business hours and on the Council's website [www.mountgambier.sa.gov.au](http://www.mountgambier.sa.gov.au). Copies will also be provided to interested members of the community upon request, and upon payment of a fee in accordance with Council's Schedule of Fees and Charges.



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File Reference:	AF18/49
Applicable Legislation:	Burial and Cremation Act 2013
Reference: Strategic Plan - Beyond 2015	Goal 5, Strategic Objective 5
Related Policies:	
Related Procedures:	
Related Documents:	

## DOCUMENT DETAILS

Responsibility:	General Manager City Growth
Version:	2.0
Last revised date:	20 <sup>th</sup> March, 2018
Effective date:	20 <sup>th</sup> March, 2018
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Next review date:	March, 2021
<u>Document History</u> First Adopted By Council: Reviewed/Amended:	18 <sup>th</sup> February 1999 15 <sup>th</sup> April 2003; 19 <sup>th</sup> September 2006; 17 <sup>th</sup> February 2009; 18 <sup>th</sup> May 2010, 17 <sup>th</sup> July 2014, 20 <sup>th</sup> March 2018