

OPERATIONAL SERVICES COMMITTEE

Meeting held in the Conference Room, Operational Services Area, Level One of Civic Centre,
10 Watson Terrace, Mount Gambier, on Tuesday 14th October 2014 at 7.30 a.m.

MINUTES

PRESENT: Cr M White (Presiding Member)
Crs I Von Stanke, B Shearing, P Richardson and D Mutton

APOLOGIES: Nil

COUNCIL OFFICERS: Chief Executive Officer, Mark McShane
Acting Director - Operational Services, Daryl Morgan
Administration Officer - Operational Services, Sarah Moretti

COUNCIL MEMBERS

AS OBSERVERS: Cr A Smith

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, 9th September 2014 be taken as read and confirmed.

Cr Mutton seconded Carried

QUESTIONS: (a) With Notice - nil submitted.
(b) Without Notice - nil received.

1. **STRATEGIC MANAGEMENT - Internal - Operational Services Committee - Business Arising Table - Ref. AF11/1900**

Goal: Governance
Strategic Objective: (i) *Develop an improved means of communication and engagement between Council and the community (including vulnerable communities) in the building of community capacity*

Cr Mutton moved it be recommended that the Business Arising Schedule be recorded for information.

| Date of Motion | Subject Matter | Action Required | Responsibility | Status | Comments |
|---|---|--|-------------------------|-------------|---|
| CORPORATE AND COMMUNITY SERVICES | | | | | |
| 20/11/2012 | Establishment of City Development Framework | <ul style="list-style-type: none">• Expressions of Interest Process• Council Report | Chief Executive Officer | In Progress | <ul style="list-style-type: none">• City Development Framework Sub-Committee established December 2013 to oversee project.• Professor John Martin engaged by Council• Draft Futures Paper being prepared, |

Operational Services Committee Minutes of 14th October 2014 Cont'd...

| | | | | | |
|-----------------------------|--|---|--|-------------|--|
| | | | | | <p>Professor John Martin in Mount Gambier 12 - 16th May, 2014.</p> <ul style="list-style-type: none"> • May/June 2014 - consultation to commence to develop strategies. • Final Draft completed in July and desktop published for community consultation commencing 1st August - 29th August. • Integration of community feedback and completion of final document for Council endorsement October 2014. |
| 20/08/2013 | Umpherston Sinkhole | <ul style="list-style-type: none"> • Expressions of Interest Process • Council Report | Governance Officer | In Progress | Negotiations continuing with potential operator. |
| 17/09/2013 | China Relationship | Further investigations/members workshop | Chief Executive Officer | In Progress | <ul style="list-style-type: none"> • Initial workshop held • Regional workshop scheduled on 5th December • Members Informal workshop on 6th December • Further workshop scheduled for 19th February 2014. • Council Report and resolution in March to proceed to further investigation. • Members Workshop with Sean Keenihan - 12th June, 2014 |
| 17/09/2013 | Smoke Free areas | Implementation of | Operational Services, Governance Officer, Manager Community Services and Development | In Progress | Internal Review and report to be developed. |
| 18/3/2014 | Men's Shed | Convene Project Group to finalise arrangements for Men's Shed at Council Depot Site. | Chief Executive Officer, Governance Officer, Director - Operational Services | Completed | <ul style="list-style-type: none"> • Project Group convened. • Lease document finalised. • Work to commence July pending 2014/2015 Budget. • Work completed September, 2014. |
| OPERATIONAL SERVICES | | | | | |
| 17/09/2013 | Regional Development Assessment Panels | Support the focus of the proposal and review the recommendations at a later date | Strategic Project Officer | Ongoing | Waiting for outcomes of investigation by SELGA |

Operational Services Committee Minutes of 14th October 2014 Cont'd...

| | | | | | |
|------------|---|---|---------------------------------|-------------|--|
| 18/03/2014 | South East Animal Welfare League | Enter into a joint funding agreement with South East Animal Welfare League and District Council of Grant for a five (5) year term | Director - Operational Services | In Progress | Joint Funding Agreement Drafted - with SEAWL |
| 17/06/2014 | Civic Centre maintenance - external cladding | Release Expression of Interest (in conjunction with Country Arts SA) | Director - Operational Services | In Progress | Not started as yet |
| 12/08/2014 | Request for alterations to on-street parking - Bailey Street | Advise Courtney Jones of parking amendments, arrange for installation of amended parking restrictions | Team Leader - General Inspector | Completed | Linemarking completed and signage has been installed |
| 12/08/2014 | Request for alterations to on-street parking - Subway - Mitchell Street | Advise Subway of parking amendments, arrange for installation of amended parking restrictions | Team Leader - General Inspector | Completed | Signage has been installed |
| 09/09/2014 | Street Tree Planting Program 2015 | Invite comment from residents and utilities affected by the plantings | Engineering Technical Officer | In Progress | Letters will be issued in November and a report provided at the December Council Meeting |
| 09/09/2014 | Railway Lands - Artistic Balustrade Design | Advise successful (Laura Wills) and unsuccessful submissions | Manager - Regulatory Services | Completed | Correspondence emailed on 18/09/2014 |

Cr Shearing seconded

Carried

2. **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:

Commenced Tasks % Completed

- Caroline Landfill (Cell construction only) on hold
- Streetscaping / Paving City Centre (Ferrers Street to Compton Street) 80%
- Kennedy Avenue concrete footpath construction 65%
- Commerce Place Carpark Redevelopment 25%

Completed Tasks

- O'Leary Road (Calula Drive to Wireless Road West) kerbing and widening

Cr Richardson moved it be recommended the report be received.

Cr Von Stanke seconded

Carried

3. **PROPERTY MANAGEMENT** - Railway Lands - Construction of the Amphitheatre - AF11/1373

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) An invitation to provide quotations was recently sent to five (5) suitably qualified local contractors for the Construction of the Amphitheatre in the Railway Lands precinct;
- (b) SMB Civil, Gambier Earth Movers, Dycer Constructions, Andrae Builders and DeBruin Group were invited to quote/tender the project as they are currently pre-qualified local contractors capable of successfully undertaking the works;
- (c) all companies were provided with a detailed construction drawing and a scope of works that specified that the quotation needed to include excavation, drainage (Drainwell modular system) and concrete works only. Supply and laying pavers to the area was not to be included;
- (d) three (3) quotations were received from the following contractors:

| Contractor | Total Price (ex GST) | Comments |
|----------------------|-----------------------------|---|
| SMB Civil | \$102,534 | Price excludes the supply and placement of the drainwell system |
| Gambier Earth Movers | \$249,249.22 | Allowance of \$210,320 included for concrete construction works. |
| Dycer Constructions | \$135,126 | PC Sum allowed for drainage grate and Drainwell modules (\$2,000) |

- (e) Andrae Builders withdrew from supplying a quotation and DeBruin Group did not provide a quotation;
- (f) the current Railway Lands Project budget allowance for the construction of the amphitheatre is \$140,000 so the lowest two (2) quotations fall within this figure;
- (g) given Council is currently in 'Caretaker' mode, the maximum amount allowable for budget spending approval is \$100,000 or 1% of rate revenue (\$170,000), whichever is greatest.

Cr Richardson moved it be recommended:

- (a) **The report be received;**
- (b) **Council accept the quotation supplied by SMB Civil at the cost of \$102,534 plus GST and authorise the Council Officers to negotiate the final price including the supply and placement of the Drainwell system (estimated at \$5,000) within the budget allowance of \$140,000 for that component of the Railway Lands project.**

Cr Shearing seconded

Carried

4. OPERATIONAL SERVICES REPORT NO. 25/2014 - Environmental Management - Unconventional Gas Mining - Ref. AF14/38

Goal:

Governance

Strategic Objective:

(i) Demonstrate innovative and responsible organisational governance

Cr Richardson moved it be recommended:

- (a) **Operational Services Report No. 25/2014 be received and noted;**

- (b) Council write to Hon Tom Koutsantonis MP to thank him for his offer for another presentation. However, because Council has heard this presentation twice before respectfully decline.

Cr Shearing seconded

Carried

5. **GOVERNANCE** - Council Development Assessment Panel - Minutes of Meeting held 18th September 2014 - Ref. AF13/399

Goal:

Governance

Strategic Objective:

(i) Demonstrate innovative and responsible organisational governance

Cr Von Stanke moved it be recommended:

- (a) Minutes of the Council Development Assessment Panel meeting held on Thursday, 18th September 2014 be received;
- (b) the decisions made by the Council Development Assessment Panel be noted.

Cr Mutton seconded

Carried

MOTIONS WITHOUT NOTICE -

CONFIRMED THIS

DAY OF

2014.

.....
PRESIDING MEMBER

The meeting closed at 7:50 a.m.

AF11/866

SM