

## **MINUTES OF ORDINARY STRATEGIC STANDING COMMITTEE MEETING**

Meeting held in the Committee Room, Civic Centre, 10 Watson Terrace, Mount Gambier  
on Monday, 11 September 2017 at 5:30 p.m.

**PRESENT** Mayor Andrew Lee  
Cr Josh Lynagh (Presiding Member)  
Cr Sonya Meziniec  
Cr Frank Morello  
Cr Hanna Persello  
Cr Penny Richardson

**COUNCIL MEMBERS  
AS OBSERVERS:** Cr Mark Lovett

<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	- Mrs M Telford

**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)**

Nil

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

Meeting held on 7 August 2017.

That the minutes of the Strategic Standing Committee meeting held on 7 August 2017 be confirmed as an accurate record of the proceedings of that meeting.

Moved: Cr Lynagh

Seconded: Cr Meziniec

Carried

### **3. QUESTIONS**

#### **3.1. With Notice**

Nil submitted.

#### **3.2. Without Notice**

Nil submitted.

### **4. DEPUTATIONS**

Nil

### **5. STRATEGIC STANDING COMMITTEE REPORTS**

Strategic Standing Committee Reports commence on the following page.

**5.1. Internal Review of Council Actions - Report No. AR17/31363**

**COMMITTEE RECOMMENDATION**

- (a) That Strategic Standing Committee Report No. AR17/31363 titled '*Internal Review of Council Actions*' as presented to the Strategic Standing Committee on 11 September 2017 be noted.
- (b) That the background and discussion material contained in Strategic Standing Committee Report No. AR17/31363 relating only to Section 270 of the Local Government Act 1999 be included in Council's 2016/2017 Annual Report.

Moved: Cr Lynagh

Seconded: Cr Morello

Carried

**5.2. Dimjalla Skate Park Lease - Report No. AR17/32380**

**COMMITTEE RECOMMENDATION**

- (a) That Strategic Standing Committee Report No. AR17/32380 titled '*Dimjalla Skate Park Lease*' as presented to the Strategic Standing Committee on 11 September 2017 be noted.
- (b) Any lease interest over the Dimjalla Skate Park site on Attamura Road (portion of Certificate of Title Volume 5602 Folio 876) be excluded from classification as community land in accordance with Section 193(4) of the Local Government Act 1999.
- (c) That the Mayor and Chief Executive Officer be authorised to finalise and affix the Common Seal to any necessary documents to secure a further lease of the Dimjalla Skate Park site on similar terms to the arrangements that expire 30 June 2018.

Moved: Cr Lynagh

Seconded: Cr Persello

Carried

**5.3. Policy Review – C200 Request For Service/Complaint - Report No. AR17/32268**

**COMMITTEE RECOMMENDATION**

- (a) That Strategic Standing Committee Report No. AR17/32268 titled '*Policy Review – C200 Request for Service / Complaint*' as presented to the Strategic Standing Committee on 11 September 2017 be noted.
- (b) That amended and renamed Request for Service / Complaint Policy C200 be adopted as attached to Strategic Standing Committee Report No. AR17/32268.

Moved: Cr Lynagh

Seconded: Cr Richardson

Carried



**5.4. Policy Review - C320 Use of Council Chamber and Reception Area - Report No. AR17/34042**

**COMMITTEE RECOMMENDATION**

- (a) That Strategic Standing Committee Report No. AR17/34042 titled '*Policy review – C320 Use of Council Chamber and Reception Area*' as presented to the Strategic Standing Committee on 11 September 2017 be noted.
- (b) That the updated Council Policy '*C320 Council Chamber and Reception Area – Use of*' be adopted as attached to the Council Agenda.

Moved: Cr Lynagh

Seconded: Cr Persello

Carried

**5.5. Policy Review - M240 Members - Access to Information - Report No. AR17/34072**

**COMMITTEE RECOMMENDATION**

- (a) That Strategic Standing Committee Report No. AR17/34072 titled '*Policy Review – M240 Members – Access to Information*' as presented to the Strategic Standing Committee on 11 September 2017 be noted.
- (b) That the updated Council Policy '*M240 Members – Access to Information*' be adopted as attached to Strategic Standing Committee Report No. AR17/34072.

Moved: Cr Lynagh

Seconded: Cr Mezinec

Carried

**5.6. Policy Review - T120 Tree Policy - Report No. AR17/34544**

**COMMITTEE RECOMMENDATION**

- (a) That Strategic Standing Committee Report No. AR17/34544 titled '*Policy Review - T120 Tree Policy*' as presented to the Strategic Standing Committee on 11 September 2017 be noted.
- (b) That the updated Council Policy '*T120 Tree Policy*' as attached to the Strategic Standing Committee Report No. AR17/34544 be adopted.

Moved: Cr Lynagh

Seconded: Cr Mezinec

Carried



**5.7. Policy Review - M130 Media - Statements on behalf of Council - Report No. AR17/34065**

**COMMITTEE RECOMMENDATION**

- (a) That Strategic Standing Committee Report No. AR17/34065 titled '*Policy Review – M130 Media – Statements on behalf of Council*' as presented to the Strategic Standing Committee on 11 September 2017 be noted.
- (b) That the updated Council Policy '*M130 Media – Statements on behalf of Council*' be adopted as attached to Strategic Standing Committee Report No. AR17/34065.

Moved: Cr Lynagh

Seconded: Cr Persello

Carried

**5.8. Policy Review - E200 Employees - Service Awards - Gifts at Resignation or Retirement - Report No. AR17/34060**

**COMMITTEE RECOMMENDATION**

- (a) That Strategic Standing Committee Report No. AR17/34060 titled '*Policy Review – E200 Employees - Service Awards – Gifts at Retirement or Resignation*' as presented to the Strategic Standing Committee on 11 September 2017 be noted.
- (b) That the updated Council Policy '*E200 Employees – Service Awards – Gifts at Retirement or Resignation*' be adopted as attached to Strategic Standing Committee Report No. AR17/34060.

Moved: Cr Lynagh

Seconded: Cr Morello

Carried

**5.9. New Policy - C700 Corporate Branding and Identity - Report No. AR17/34079**

**COMMITTEE RECOMMENDATION**

- (a) That Strategic Standing Committee Report No. AR17/34079 titled '*New Policy – C700 Corporate Branding and Identity*' as presented to the Strategic Standing Committee on 11 September 2017 be noted.
- (b) That the new Council Policy '*C700 Corporate Branding and Identity*' be adopted as attached to Strategic Standing Committee Report No. AR17/34079.
- (c) That the following policies (now replaced by Policy C700) now be deleted:

*C190 Community Identity*  
*C160 Coat of Arms*  
*F130 Flag*  
*M260 Members – Use of Council Letterhead*

Moved: Cr Lynagh

Seconded: Cr Persello

Carried



**5.10. Cultural and Heritage Development Plan and Youth Engagement Strategy Progress Report - Report No. AR17/35026**

**COMMITTEE RECOMMENDATION**

- (a) That Strategic Standing Committee Report No. AR17/35026 titled '*Cultural and Heritage Development Plan and Youth Engagement Strategy Progress Report*' as presented to the Strategic Standing Committee on 11 September 2017 be noted.

Moved: Cr Lynagh

Seconded: Cr Persello

Carried

**5.11. Strategic Planning Workshops - City Growth - Report No. AR17/34150**

**COMMITTEE RECOMMENDATION**

- (a) That Strategic Standing Committee Report No. AR17/34150 titled '*Strategic Planning Workshops – City Growth*' as presented to the Strategic Standing Committee on 11 September 2017 be noted.

Moved: Cr Lynagh

Seconded: Cr Meziniec

Carried

**5.12. Visitor Information Services - Update on Implementation Plans - Report No. AR17/34119**

**COMMITTEE RECOMMENDATION**

- (a) That Strategic Standing Committee Report No. AR17/34119 titled '*Visitor Information Services - Update on Implementation Plans*' as presented to the Strategic Standing Committee on 11 September 2017 be noted.
- (b) That the recommendation of the Strategic Standing Committee dated 10<sup>th</sup> July 2017 as follows:

*“a draft implementation plan including timeframe, resources and budget is developed by September 2017, for consideration by Councillors, staff and identified stakeholders to guide discussion and input and a finalised implementation plan.”*

be postponed until the outcomes of the Elected Member workshops are known.

Moved: Cr Lynagh

Seconded: Cr Persello

Carried



**5.13. Establishment of Council Assessment Panel (CAP) - Report No. AR17/31687**

**COMMITTEE RECOMMENDATION**

- (a) That Strategic Standing Committee Report No. AR17/31687 titled '*Establishment of Council Assessment Panel (CAP)*' as presented to the Strategic Standing Committee on 12 September 2017 be noted.
- (b) That the Council;
  - i. Establish a Council Assessment Panel under Section 83 of the Planning, Infrastructure and Development Act 2016 effective 1/10/2017 to replace the Council Development Assessment Panel.
  - ii. Adopt the Terms of Reference for the Council Assessment Panel as attached to Report No. AR17/31687 (Attachment 1).
  - iii. Appoint Cr Von Stanke as the sole Elected Member of the new Council Assessment Panel, thanking Cr Greco and Cr Mutton for their service.
  - iv. Appoint the 4 current Independent Members of the Council Development Assessment Panel, Elizabeth Travers – Presiding Member, Emily Finnigan, Margaret Trotter and Peter Seebohm to the Council Assessment Panel until the end of their existing term February 2019.
  - v. Receive the draft Code of Conduct (Attachment 2) to be observed by Panel Members under Schedule 3 of the Planning, Infrastructure and Development Act.
  - vi. In exercise of the powers contained in Section 20 and 34(23) of the Development Act 1993, the powers and functions under the Development Act 1993 and the Development Regulations 2008, as contained in the proposed Instrument of Delegation (Attachment 3 Schedule I) Council Assessment Panel Delegations are hereby delegated to the Council Assessment Panel from 1 October 2017. This is subject to any conditions specified herein or in the Schedule of Conditions contained in the proposed Instrument of Delegation under the Development Act 1993.
  - vii. Adopt updated Council Policy 'D140 Planning – Development Act – Delegations' as attached to Strategic Standing Committee Report No. AR17/33687 effective 1/10/2017.

Moved: Cr Lynagh

Seconded: Cr Morello

Carried

**5.14. Long Term Financial Plan 2017/2018 to 2026/2027 - Report No. AR17/31386**

**COMMITTEE RECOMMENDATION**

- (a) That Strategic Standing Committee Report No. AR17/31386 titled '*Long Term Financial Plan 2017/2018 to 2026/2027*' as presented to the Strategic Standing Committee on 11 September 2017 be noted.
- (b) That the Draft Long Term Financial Plan 2017/2018 to 2026/2027 AR17/2810 be marked as final, formally adopted by Council and uploaded to Council's website.

Moved: Cr Lynagh

Seconded: Cr Mezinec

Carried



**5.15. Removal of Land Management Agreement - 23 Ferrers Street - RSL Car Park - Report No. AR17/32341**

**COMMITTEE RECOMMENDATION**

- (a) That Strategic Standing Committee Report No. AR17/32341 titled '*Removal of Land Management Agreement - 23 Ferrers Street - RSL Car Park*' as presented to the Strategic Standing Committee on 11 September 2017 be noted.
- (b) That Council proceed with the removal of the Land Management Agreement between the City of Mount Gambier and the Returned and Services League (Mount Gambier Sub-Branch and Memorial Club) Inc. dated 30 September 2010.
- (c) That the removal of the Land Management Agreement for the property located at 23 Ferrers Street be at the full cost and arrangement of the Returned and Services League (Mount Gambier Sub-Branch and Memorial Club) Inc. including all document preparation costs, legal and conveyancing costs, lodgement and registration fees, and including reimbursement/ payment of any out-of-pocket expenses incurred by the Council in dealing with the removal of the Land Management Agreement from the date of this resolution.
- (d) That the Chief Executive Officer and Mayor be authorised to affix the Common Seal to any documentation necessary to give effect to the removal of the Land Management Agreement for the property located at 23 Ferrers Street in accordance with resolutions (b) and (c).

Moved: Cr Lynagh

Seconded: Mayor Lee

Carried

**6. MOTION(S)**

**6.1. With Notice**

Nil submitted.

**6.2. Without Notice**

Nil submitted.

Meeting closed at 5.58 p.m.

AR17/37076



 <p>City of Mount Gambier</p>	<b>C320 COUNCIL CHAMBER AND RECEPTION AREA - USE OF</b>	<b>Version No:</b>	1
		<b>Issued:</b>	15 September 2017
		<b>Next Review:</b>	September 2019

## 1. INTRODUCTION

This document sets out the policy of the City of Mount Gambier (“Council”) for the use of the Council Chamber and the Reception Area.

## 2. POLICY

Use of the Council Chamber and Reception Area will be confined to uses and activities involving Council.

Uses other than Council activities will require the approval of the Mayor or Chief Executive Officer.

A fee for use, determined by the Chief Executive Officer, may be required for any non Council functions/activities, held in either of the above areas.

## 3. REVIEW & EVALUATION

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

## 4. 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:	AF11/1740
Applicable Legislation:	N/A
Reference: Strategic Plan – Beyond 2015	Goal 1 Strategy 7 Goal 2 Strategy 1
Related Policies:	N/A
Related Procedures:	N/A
Related Documents:	N/A

## DOCUMENT DETAILS

Responsibility:	Chief Executive Officer
Version:	1.0
Last revised date:	15 September, 2017
Effective date:	15 September, 2017
Minute reference:	Council Meeting 15 September 2017, Strategic Standing Committee Item 5.4
Next review date:	September, 2019
<u>Document History</u> First Adopted By Council: Reviewed/Amended:	18 February 1999 15 April 2003, 19 September 2006, 17 March 2009, 15 September 2017