



DISTRICT COUNCIL OF GRANT

Agenda for an Ordinary Meeting of Council to be held

On Monday
At Council Chambers, 324 Commercial Street West, Mount Gambier
Commencing 5.30pm

OUR MISSION

**“To provide a range of services which meet
the environmental, social and economic
needs of our community.”**

NOTICE OF AN ORDINARY COUNCIL MEETING

Dear Council Member

The next Ordinary Meeting of the District Council of Grant will be held on Monday 2 July 2018 in the Council Chambers, 324 Commercial Street West, Mount Gambier, 5290 commencing 5.30pm.



Graeme Maxwell
ACTING CHIEF EXECUTIVE OFFICER

DISTRIBUTION LIST -

COUNCIL MEMBERS

Mayor Richard Sage
Cr Bruce Bain
Cr Gill Clayfield
Cr Brian Collins
Cr Alan Hill
Cr Barry Kuhl
Cr Shirley Little
Cr Julie Reis
Cr Greg Saunders
Cr Graham Slarks

COUNCIL OFFICERS

Acting Chief Executive Officer – Graeme Maxwell
Deputy Chief Executive Officer - Jane Fetherstonhaugh
Works Manager - Adrian Schutz
Manager, Organisational Development - Marianne Tucker
Director of Environmental Services - Leith McEvoy
Business Manager, Saleyards – Peter Mitchell
Airport Manager – Ian Fritsch
Environmental Health Manager - Nicole Dodds
Economic Development Advisor - Mike Ryan
Executive Support Governance – Donna Hutchesson
Executive Support Officer – Judy O’Hehir

Disclaimer

The recommendations contained in the agenda are subject to confirmation by council. The District Council of Grant warns that any person(s) who has an application lodged with council, should rely only on written confirmation of the decision made at the council meeting. No responsibility whatsoever is implied or accepted by the District Council of Grant for any act, omission, statement or intimation taking place during a council meeting.

ORDER OF BUSINESS

1. OPENING & WELCOME

1.1 Acknowledgment of Traditional Owners

2. ATTENDANCE

2.1 Request for Leave of Absence – Cr Graham Slarks - [9.33.3/14]

3. APOLOGIES FOR ABSENCE

4. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

5. BUSINESS ARISING FROM MINUTES

6. QUESTIONS ON NOTICE

7. PRESENTATIONS/DEPUTATIONS

8. ANNOUNCEMENTS BY THE CHAIR

9. DISCLOSURE OF INTERESTS

10. CONFIRMATION OF MINUTES OF COMMITTEES (AND RECOMMENDATIONS)

10.1 Audit Committee – [9.14.1/9]

11. NOTICE OF MOTION

12. REPORTS FROM OFFICERS

12.1 Chief Executive Officer

12.1.1 Remuneration Tribunal – Council Members Allowances

12.2 Deputy Chief Executive Officer

12.2.1 Application for Financial Assistance – Limestone Coast Football Association

12.2.2 Monthly Financial Report – May 2018

12.3 Works Manager

12.4 Director of Environmental Services

13. CORRESPONDENCE

13.1 Letter from the Minister for Environment & Water – Sandyridge Holdings – [5.89.1/1 & A2849]

13.2 Letter from the Acting Chief Operating Officer, Department of Planning, Transport and Infrastructure – Port MacDonnell Breakwater – [2.85.1/28]

14. QUESTIONS WITHOUT NOTICE

15. CONFIDENTIAL ITEMS

16. CLOSURE

1. OPENING & WELCOME

1.1 Acknowledgment of Traditional Owners

"It is a privilege to be standing on Boandik country. We acknowledge the contributions of Aboriginal Australians and non-Aboriginal Australians to the development of all peoples in this country we live in and share together – Australia".

2. ATTENDANCE

2.1 Request for Leave of Absence – Cr Graham Slarks - [9.33.3/14]

Cr Graham Slarks has requested a leave of absence from Council from 2 July 2018 until 6 August 2018.

STAFF RECOMMENDATION:

That Council grant a leave of absence to Cr Graham Slarks from 2 July 2018 until 6 August 2018.

Attachment

From: [Graham Slarks](#)
To: [Judy O"Hehir](#)
Subject: Leave of absence
Date: Monday, 25 June 2018 5:26:36 PM

Afternoon Judy

Due to work commitments and holidays I will potentially miss three council meetings

There for I am seeking a leave of absence

Kind regards

Graham Slarks

Sent from my iPad

3. APOLOGIES FOR ABSENCE

1. Cr GM Clayfield (Leave of absence granted for period from 4 June 2018 to 15 August 2018 inclusive)
2. Cr BR Kuhl
3. Cr GR Slarks

4. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

Recommendation:

Moved Cr _____ that the:

1. Minutes of the Ordinary Meeting of Council held Wednesday 20 June 2018; and the
 2. Minutes of the Special Meeting of Council held Monday 25 June 2018;
- be taken as read and confirmed as a true and correct records of the proceedings of those meetings.*

Seconded Cr _____

5. BUSINESS ARISING FROM MINUTES

6. QUESTIONS ON NOTICE

7. PRESENTATIONS/DEPUTATIONS

8. ANNOUNCEMENTS BY THE CHAIR

9. DISCLOSURE OF INTERESTS

Any Councillor with one of the following Conflicts of Interest is asked to declare it at the start of each meeting and complete [this form](#).

Material - where any of a defined list of persons (list as per LGA Conflict of Interest Guidelines February 2016) would gain a benefit, or suffer a loss (whether directly or indirectly, personal or pecuniary) depending on the outcome of the consideration of the matter at the meeting.

Actual – where a Member has a Conflict of Interest (not being a material conflict of interest) between their own interests and the public interest that might lead to a decision that is contrary to the public interest.

Perceived – where from the perspective of an impartial, fair-minded person it could reasonably be perceived that a Member has a Conflict of Interest in a matter.

10. CONFIRMATION OF MINUTES OF COMMITTEES (AND RECOMMENDATIONS)

10.1 Audit Committee – [9.14.1/9]

Recommendation:

*Moved Cr _____ that Council receive and adopt the District Council of Grant Audit Committee Minutes for the meeting held Tuesday 26 June 2018.
Seconded Cr _____*

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DISTRICT COUNCIL OF GRANT

MINUTES OF AUDIT COMMITTEE

HELD AT THE DISTRICT COUNCIL OF GRANT

ON 26 JUNE 2018 AT 5.30PM

ATTENDANCE

Committee Members

Mayor RJ Sage (Presiding Member)
Cr BJ Bain
Cr AH Hill

Council Officers

GK Maxwell, Acting Chief Executive Officer
JF Fetherstonhaugh, Deputy Chief Executive Officer
EJ Williamson, Senior Accountant

APOLOGIES FOR ABSENCE

Ms S Thompson (Independent Member)

18004 – CONFIRMATION OF MINUTES

1. Moved Cr Hill that the minutes of the District Council of Grant Audit Committee meeting held 20 March 2018 be taken as read and confirmed as a true and correct record of the proceedings of that meeting.
Seconded Cr Bain CARRIED

18005 – BUSINESS ARISING FROM THE MINUTES

1. Discussion raised by Mayor Sage on independent members, as to how many required and timeframe to call for nominations. Confirmation from Deputy Chief Executive Officer that at least one member required, with review of the Audit Committee Terms of Reference at the next meeting, possibility of increasing membership.

18006 – REPORTS FROM OFFICERS

1. 2017-2018 Interim External Audit – [7.8.1/1] – Item 5.1
The Audit Committee were provided with the 2017-2018 Interim External Audit.
Moved Cr Bain that the Audit Committee note the external auditor's interim management letter for 2017-18 and Managements response to the Auditors.
Seconded Cr Hill CARRIED

Attachment

AUDIT COMMITTEE

Minutes of Meeting held 26 June 2018

2. End of Financial Year Approach and Reporting Timetable – [7.73.1/2] Item 5.2
The Audit Committee were provided with the draft timetable for the end of financial year processes and preparation and adoption of the financial statements for the year ended 30 June 2018.

Moved Cr Hill that the Audit Committee note the contents of the report and the proposed approach and reporting timetable for the preparation, review and adoption of the financial statements for the year ended 30 June 2018.

Seconded Cr Bain

CARRIED

NEXT MEETING

The next meeting of the District Council of Grant Audit Committee will be held Tuesday 9 October 2018 at 5.30pm.

Meeting closed at 5:47pm

.....
PRESIDING MEMBER

/ /2018

11. NOTICE OF MOTION

12. REPORTS FROM OFFICERS

12.1 Chief Executive Officer

12.1.1 Remuneration Tribunal – Council Members Allowances		
MEETING DATE:	2 July 2018	
AUTHOR:	Graeme Maxwell, Acting Chief Executive Officer	
RESPONSIBLE OFFICER:	Graeme Maxwell, Acting Chief Executive Officer	
PREVIOUS MEETING:	Nil	
REFERENCES:	Nil	
FILE NO:	9.33.2/1	
ATTACHMENTS:	<ul style="list-style-type: none"> • Letter from Peter Davison, Executive Officer, Remuneration Tribunal • LGA Circular 22.6 – Call for Submissions on Council Members' Allowances 	
IN CONFIDENCE:	No	
POLICY REFERENCE:	There are no known policy requirements related to this item.	
LEGISLATIVE REFERENCE:	Section 76 of the Local Government Act 1999	
STRATEGIC MANAGEMENT PLAN REFERENCE:	Goal:	
	Outcome:	
	Strategy:	
FINANCIAL CONSIDERATIONS:	Budget:	\$
	Actual (YTD):	\$
	Budget Variation Required:	[Yes / No]
CONSULTATION UNDERTAKEN:	Nil	

PURPOSE OF REPORT:

The Remuneration Tribunal is inviting submissions on Council Members' allowances in accordance with section 76 of the *Local Government Act 1999 (the Act)* and section 24 of the *City of Adelaide Act 1998*. The closing date for written submissions is Friday 6 July 2018.

BACKGROUND:

On 29 May 2018 the Executive Officer of the Remuneration Tribunal wrote to all Council Chief Executive Officers inviting them to provide submissions on the 2018 review of allowances for local government members.

The Act provides that a member of Council shall be entitled to receive an allowance determined by the Remuneration Tribunal in relation to the member's office, and that the Tribunal must make such determinations on a four yearly basis prior to the designated day for each set of periodic elections held under the Local Government (Elections) Act 1999. The designated day for the forthcoming local government elections is 4 September 2018.

Section 76 (3) of the Act states as follows –

The Remuneration Tribunal must, in making a determination under this section, have regard to the following:

- (a) the role of members of council as members of the council's governing body and as representatives of their area;

- (b) the size, population and revenue of the council, and any relevant economic, social, demographic and regional factors in the council area;
- (c) the fact that an allowance under this section is not intended to amount to a salary for a member;
- (d) the fact that an allowance under this section should reflect the nature of a member's office;
- (e) the provisions of this Act providing for the reimbursement of expenses of members.

COMMENT:

A draft letter of submission is currently being prepared and will be circulated to elected members prior to the meeting.

STAFF RECOMMENDATION:

That Council endorse the (draft) letter for submission to the Remuneration Tribunal for consideration in determining the allowance payable to elected members of the District Council of Grant from November 2018.

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REMUNERATION TRIBUNAL

Please address
all communications
to the Executive Officer
Telephone: 8429 5459

GPO BOX 2343
ADELAIDE SA 5001
www.remtribunal.sa.gov.au

29 May 2018

To: Council Chief Executive Officers

Re: 2018 Review of Allowances for Local Government Council Members

The Remuneration Tribunal ("the Tribunal") is responsible for the determination of allowances for members of local government in accordance with section 76 of the *Local Government Act 1999* (SA) and section 24 of the *City of Adelaide Act 1998* (SA) ("the Acts").

The Acts provide that a member of Council shall be entitled to receive an allowance determined by the Remuneration Tribunal in relation to the member's office, and that the Tribunal must make such determinations on a four yearly basis prior to the designated day for each set of periodic elections held under the *Local Government (Elections) Act 1999*. The designated day for the forthcoming local government elections is 4 September 2018.

The President of the Tribunal has asked me to write to you to advise that, an interval of four years has passed since the issuance of *Determination 6 & 7 of 2014*. As such, the Tribunal has initiated a review of its previous Determinations in relation to Local Government Council Allowances¹.

Public notices inviting affected parties to make written submissions for the purposes of the review will be published in *The Advertiser*, regional newspapers and in *The Messenger*.

A guideline for the preparation of written submissions is available on the Tribunal's website. www.remtribunal.sa.gov.au

Written submissions must be received by the Tribunal by **5pm on Friday, 6 July 2018**. Subject to requests received, the Tribunal may also conduct hearings for the making of oral submissions.

Should you require any other information please do not hesitate to contact me on telephone (08) 8429 5459 or via email at RemunerationTribunal@sa.gov.au.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Peter Davison', with a long horizontal line extending to the right.

Peter Davison
EXECUTIVE OFFICER
REMUNERATION TRIBUNAL

¹*Determination 6 of 2014 – Allowances for Members of Adelaide City Council; and Determination 7 of 2014 – Allowances for Members of Local Government Councils.*

Call for submissions on Council Members' Allowances - Circular 22.6

To	Chief Executive Officer Elected Members Governance Officers	Date	31 May 2018
Contact	Alicia Stewart Email: alicia.stewart@lga.sa.gov.au		
Response Required	No		
Summary	The Remuneration Tribunal is inviting submissions on Council Members' allowances in accordance with section 76 of the Local Government Act and section 24 of the City of Adelaide Act. The closing date for written submissions is Friday 6 July 2018.		

The *Local Government Act* and the *City of Adelaide Act* provide that a member of Council shall be entitled to receive an allowance determined by the Remuneration Tribunal (Tribunal) in relation to the member's office, and that the Tribunal must make such determinations on a four

Attachment

yearly basis prior to the designated date set for periodic elections. The designated day for the forthcoming local government elections is 4 September 2018.

In setting allowances, the Tribunal must have regard to—

- the role of members of council as members of the council's governing body and as representatives of their area
- the size, population and revenue of the council, and any relevant economic, social, demographic and regional factors in the council area
- the fact that an allowance is not intended to amount to a salary of a member
- the fact that an allowance should reflect the nature of the member's office
- other provisions of the Acts providing for the reimbursement of expenses of members.

The Tribunal is, in accordance with the Acts, required to provide a reasonable opportunity for affected persons to make submissions. On behalf of the Tribunal, the LGA has forwarded a letter to all CEOs (via email on 31 May 2018) inviting submissions on the 2018 review of allowances. Public notices will also be published in *The Advertiser*, regional newspapers and *The Messenger*.

Written submissions must be received by the Tribunal by **5pm on Friday 6 July 2018** and should be sent directly to the Tribunal via:

Mail: The Executive Officer

Remuneration Tribunal

GPO Box 2343

ADELAIDE SA 5001

Email: RemunerationTribunal@sa.gov.au

A guideline for the preparation of written submissions is available on the Tribunal's website [here \(www.remtribunal.sa.gov.au\)](http://www.remtribunal.sa.gov.au).

The LGA would appreciate receiving a copy of any submissions made by councils. Please forward a copy of your submission to Alicia Stewart, Director Governance and Legislation (alicia.stewart@lga.sa.gov.au).

For further information please contact Alicia Stewart (alicia.stewart@lga.sa.gov.au). If you wish to speak to the Tribunal directly please telephone (08) 8429 5459 or email RemunerationTribunal@sa.gov.au

12.2 Deputy Chief Executive Officer

12.2.1 Application for Financial Assistance – Limestone Coast Football Association	
MEETING DATE:	02 July 2018
AUTHOR:	Jayne Miller, Community Development Officer
RESPONSIBLE OFFICER:	Jane Fetherstonhaugh, Deputy CEO
PREVIOUS MEETING:	Nil
REFERENCES:	Nil
FILE NO:	7.31.3/1
ATTACHMENTS:	<ul style="list-style-type: none"> • Application for Financial Assistance • Expenditure List
IN CONFIDENCE:	No
POLICY REFERENCE:	Community Funding and Support Policy FINPOL09
LEGISLATIVE REFERENCE:	There are no known legislative requirements related to this item.
STRATEGIC MANAGEMENT PLAN REFERENCE:	Goal: Economic Development opportunities pursued and promoted
	Outcome: Existing events supported and new events developed
	Strategy: Support and promote existing events
FINANCIAL CONSIDERATIONS:	Budget: \$
	Actual (YTD): \$
	Budget Variation Required: No
CONSULTATION UNDERTAKEN:	Phone conversation with Warren McCallum

PURPOSE OF REPORT:

To seek a recommendation from Council regarding sponsorship of the Junior Country Soccer Championships to be held 25 and 26 August 2018, to the value of \$3,500.

BACKGROUND:

The South Australian Junior Soccer Associations Inc. has 12 member Associations and is recognised by the Football Federation SA as the representative body for junior soccer in South Australia.

The Limestone Coast Football Association are the overarching body for the following soccer clubs:

- Gambier Centrals Soccer Club
- South Eastern Women's Football Association
- Portland Panthers Soccer Club
- Naracoorte United Soccer Club
- International Soccer Club
- Millicent United Soccer Club
- Apollo Soccer Club
- Blue Lake Rangers Soccer Club

The 2018 Country Championships will be hosted by Limestone Coast at Mt Gambier on the weekend of 25th and 26th August 2018, and are hosted by a different association each year.

3000 people are estimated to attend from various clubs and associations across South Australia.

At this stage the venue will be Tenison Woods College and the adjacent Malseed Park but other venues will be utilised, including Casadio Park.

COMMENT:

The proponent has ticked on the Application Form that they are not an incorporated association, however a phone conversation with the Junior Sports Director Warren McCallum indicates that they are an incorporated body, and this was an error in the application.

The Limestone Coast Football Association have sought \$2,500 in funding from the City of Mount Gambier towards this event and are contributing \$2,500 towards this event.

Based on the 2017-18 budget, Council have sponsored similar one off or annual sporting events as follows:

Borderline Speedway for the Australian Sprint Car Titles	\$10,000
Kongorong Rodeo	\$3,000 per year for 3 years
Pedal Prix	\$5,000
South Eastern Automobile Club 2017 Motorkhana Championships	\$500
Blue Lake Nationals – Hot Rods	\$4,000
Mount Gambier Cycling Club – 100 Mile Classic	\$500
Mount Gambier Show Jumping Club Young rider Carnival	\$500
Tour of the Great South Coast	\$10,000

Historically, Council provide sponsorship to such events at approximately one third of the City of Mount Gambier contribution.

STAFF RECOMMENDATION:

That Council provide sponsorship to the Limestone Coast Football Association to the value of \$1,000 towards the Junior Country Soccer Championships for the 2018-19 Financial Year.

12.2.2 Monthly Financial Report – May 2018	
MEETING DATE:	2 July 2018
AUTHOR:	Eion Williamson, Senior Accountant
RESPONSIBLE OFFICER:	Jane Fetherstonhaugh, Deputy Chief Executive Officer
PREVIOUS MEETING:	Nil
REFERENCES:	Nil
FILE NO:	7.11.1/2
ATTACHMENTS:	<ul style="list-style-type: none"> • Monthly Financial Report – May 2018 • Overdue Rates 3yrs Report
IN CONFIDENCE:	No
POLICY REFERENCE:	There are no known policy requirements related to this item.
LEGISLATIVE REFERENCE:	There are no known legislative requirements related to this item. However, best practice reporting principles are used as set out in the Local Government Act – A Framework for Local Government Financial Management.
STRATEGIC MANAGEMENT PLAN REFERENCE:	Goal: Strong Leadership, Management, and Delivery of Transparent Council Services
	Outcome: Effective Council management and business systems
	Strategy: Develop, review and implement Councils Long Term Financial Plan
FINANCIAL CONSIDERATIONS:	Budget: \$
	Actual (YTD): \$
	Budget Variation Required: No
CONSULTATION UNDERTAKEN:	Nil

PURPOSE OF REPORT:

To give Members an overview of Council's monthly financial position.

BACKGROUND:

Monthly reports are presented to the second Council Meeting providing the strategic activity of Council's finances. More detailed reports, including Budget Review are presented quarterly.

COMMENT:

Financial information as at 31 May 2018 (attached) is presented to Council. The report consists of:

Summary Financial Report

Operating Expenses

Operating Expense items tracking around the combined total of 84% to date, good progress. Expectation with EOY accruals this will match budget expectations.

Operating Revenues

Overall operating revenues are at 103%, due to Other Revenues consisting of abnormal items such as reimbursements property clean-ups.

User Charges – this has picked up to 86% (74% previous month) with similar items as reported previous months remaining under budget, although improving: Saleyards Cattle (75.9%), due to low sales numbers earlier in the year. Store Sale Scanning Fees – Saleyards (92.6%).

Capital Expenses

Loan Principal Repayments – now tracking at 90%. Timing and distribution of loan repayments, as still to raise June repayments.

Plant & Equipment 89% (previously 35%, change due to large plant purchases). *Other Structures* (13%) low capital spend compared to budget for year to date. See detailed report on pages 3 & 4 as to view what projects have been completed.

Capital Revenues

Sale of Assets – expected movement to 82% with systematic progress per Capital Plant Purchases (pg 6).

Capital Expenditure

Refer to pages 3 & 4 of the report for self-explanative detail. Further detail with The Waterfront (pg 5) and Road Construction (pg 7)

Rates Collection Report

Shows amount collected compared to previous year. Tracking along well compared to last year. Note that no NRM Levy is included in this information.

Overdue rates report (3 years) update to the previous report to Council on 18 December 2017. Currently showing 15 outstanding properties (previously 11) and what actions are happening. Overall movements of 3 properties removed, and 7 properties added (bottom 7 rows of report).

A5155 – House - Tarpeena, seeking to recover rates via Section 178(4) to intervene on rental payments.

Sundry Debtors Report

Outstanding Debtors as at 31 May with total amount over 90 days under \$1,000.

Have a couple of significant debtors generated by the Environment Services department that are becoming due, following up appropriate actions with EOY processes.

STAFF RECOMMENDATION:

That the Financial Report for May 2018, be received.

12.3 Works Manager

12.4 Director of Environmental Services

13. CORRESPONDENCE

**13.1 Letter from the Minister for Environment & Water – Sandyridge Holdings
– [5.89.1/1 & A2849]**

At the Ordinary Council meeting of 7 May 2018 Council resolved 18064.1.4:

To write to the Minister for Environment regarding the potential for toxic waste to be transported from Victoria.

On 15 May 2018 Mayor Sage wrote to the Minister for Environment & Water, the Hon David Speirs, MP, regarding Sandyridge Holdings. On 22 June 2018 correspondence was received from the Minister. A copy of both letters are attached.

13.2 Letter from the Acting Chief Operating Officer, Department of Planning, Transport and Infrastructure – Port MacDonnell Breakwater – [2.85.1/28]

At the Ordinary Council meeting of 19 March 2018 Council resolved 18038.2.1:

To write to the Department of Planning, Transport and Infrastructure outlining the issues currently affecting the Port MacDonnell Professional Fishermen's Association with a copy of the letter to be provided to the Member for Mount Gambier, Mr Troy Bell.

Council wrote to the Chief Executive Officer of the Department of Planning, Transport and Infrastructure (DPTI) on 4 April 2018. A response from the Acting Chief Operating Officer, Safety and Service Division of DPTI, was received on 15 June 2018. A copy of both letters are attached.

14. QUESTIONS WITHOUT NOTICE

15. CONFIDENTIAL ITEMS

16. CLOSURE