



# **DISTRICT COUNCIL OF GRANT**

## **Agenda for a Special Meeting of Council to be held**

On Friday 22 February 2019  
At Council Chambers, 324 Commercial Street West, Mount Gambier  
Commencing 7.15pm

### **OUR MISSION**

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

## NOTICE OF SPECIAL COUNCIL MEETING

Dear Council Member

A Special Meeting of the District Council of Grant will be held on Friday 22 February 2019 in the Council Chambers, 324 Commercial Street West, Mount Gambier, 5290 commencing 7.15pm.



David Singe  
**CHIEF EXECUTIVE OFFICER**

### **DISTRIBUTION LIST -**

#### **COUNCIL MEMBERS**

*Mayor Richard Sage*  
*Cr Bruce Bain*  
*Cr Kylie Boston*  
*Cr Gill Clayfield*  
*Cr Megan Dukalskis*  
*Cr Jody Elliott*  
*Cr Barry Kuhl*  
*Cr Shirley Little*  
*Cr Brad Mann*  
*Cr Julie Reis*

#### **COUNCIL OFFICERS**

*Chief Executive Officer – David Singe*  
*Deputy Chief Executive Officer - Jane Fetherstonhaugh*  
*Works Manager - Adrian Schutz*  
*Director of Environmental Services - Leith McEvoy*  
*Business Manager, Saleyards – Peter Mitchell*  
*Airport Manager – Ian Fritsch*  
*Economic Development Advisor - Mike Ryan*  
*Manager, Organisational Development - Marianne Tucker*  
*Governance Officer – Kate Gilmore*  
*Executive Assistant – 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**

**3. APOLOGIES FOR ABSENCE**

**4. DISCLOSURE OF INTERESTS**

**5. CODE OF CONDUCT**

**6. 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

## 3. APOLOGIES FOR ABSENCE

## 4. 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.

## 5. CODE OF CONDUCT

A discussion to agree for a way forward on a number of Code of Conduct issues. The intent of Elected Members is that all parties operate with respect, transparency and with a common goal for the next four years.

### RECOMMENDATIONS

Moved Cr \_\_\_\_\_ that:

1. A panel be convened for the purpose of overseeing an organisational review. The panel will consist of Crs xxxxx, xxxxx and xxxxx (the "Organisational Review Panel");
2. An independent consultant be engaged as a matter of urgency to undertake a comprehensive review of the organisation and prepare a report for Council's consideration. The review is to include speaking with the Senior Management team and a majority of staff (across all departments and levels) to understand key themes relating to:

- a. *What is not working/the issues and concerns*
- b. *What is done well*
- c. *What needs to change*
- d. *Consultant recommendations*

*The purpose of the report is to provide Elected Members with specific details and recommendations to action.*

3. *Whilst it is proposed to use the consulting organisation engaged for the CEO performance survey in order to provide a consistent and holistic overview of issues and recommendations, in the event that this isn't possible, the Organisational Review Panel are authorised to select an alternative independent consultant.*
4. *The Director of G4S is notified of Mr Trevor Holtham's recent activity on Facebook and advised that the comments are not appreciated, nor conducive to a positive working relationship and that the Elected Members will review the ongoing relationship.*
5. *The current Elected Members Allowances and Support Policy (GOVPOL 07) be changed to reflect the requirement that any expenditure for \$1,000 or above by the Mayor or Elected Members must be tabled at a Council Meeting and discussed and approved by Elected Members.*
6. *A mediator is engaged to work with the Mayor and CEO on a weekly basis until such time as the mediator is comfortable that meetings can occur one-to-one between the Mayor and CEO. It is an expectation of Elected Members that the CEO and Mayor develop a positive working relationship with open and regular lines of communication. The Organisational Review Panel are authorised to select an appropriate mediator to work with the Mayor and CEO.*
7. *A review of all emails is conducted to ensure that Elected Members are operating Council business only from their designated Council email address.*
8. *All communications between the independent consultant undertaking the organisational review and Council, or the mediator and Council, are to occur directly through the Organisational Review Panel. For the purposes of this clause, a majority of members of the Organisational Review Panel must be present for all meetings / teleconferences / exchanges of information and reports. The Organisational Review Panel undertakes to make all reports available to Council at the earliest opportunity once it has been received.*

*Seconded Cr \_\_\_\_\_*

## **6. CLOSURE**