THE ORDINARY MEETING OF THE DISTRICT COUNCIL OF MALLALA WILL BE HELD IN
THE COUNCIL CHAMBERS, REDBANKS ROAD, MALLALA ON MONDAY 24 MARCH 2014
COMMENCING AT 7:00PM

Charles Mansueto
CHIEF EXECUTIVE OFFICER

AGENDA

1. ATTENDANCE
   1.1 Present
   1.2 Councillors Apologies
   1.3 Councillors Absent

2. CONFIRMATION OF MINUTES
   2.1 Council Meeting held on Monday, 24 February 2014 (MB Folios 12741 to 12749, inclusive).

3. BUSINESS ARISING

4. DECLARATION OF MEMBERS' INTEREST

5. OPEN FORUM / PRESENTATION
   5.1 Speakers

6. MAYOR'S REPORT
   6.1 Meetings Attended and / or Discussions Held (CON12/1199)

7. COMMITTEES AND SUBSIDIARIES REPORTS
   7.1 Committee and Advisory Committee Reports
      7.1.1 Economic Development Advisory Committee – 25 February 2014 (CON12/1099)
      7.1.2 Council Development Assessment Panel – 4 March 2014 (CON12/218)
7.2 Recommendations from Committees
Nil

7.3 Associated Organisations
7.3.1 Central Local Government Region – 21 February 2014 (12/582)

8. ITEMS WHICH NOTICE HAS BEEN GIVEN
8.1 Questions on Notice
8.1.1 State Records Act (CON12/537)
8.1.2 Mallala Vegetation Management Policy (CON12/810)
8.1.3 Dublin Memorial Seat (CON12/895)
8.1.4 Lewiston Stormwater Study (12/537)
8.1.5 McCord Road (12/537)
8.1.6 Bakers Road and Bakers Ford (12/537)
8.1.7 Pederick and Dawkins Roads Intersection (12/537)
8.1.8 Two Wells DCM Office Proposal (12/537)

8.2 Notice of Motion
Nil

9. QUESTIONS WHICH NOTICE HAS NOT BEEN GIVEN
Rules from Local Government Act Regulations:–
* Questions and replies are not entered in the minute book unless expressly required by resolution.
* No debate shall be allowed on any question or reply to any question.

10. PETITIONS
Nil

11. DEPUTATIONS
Nil

12. STRATEGIC INFRASTRUCTURE AND PLANNING COMMITTEE
12.1 Strategic Infrastructure and Planning Committee Meeting

12.7 Strategic Projects
12.7.1 Civic Precinct – Office Accommodation (CON12/895)
12.7.2 Strategic Projects Activity Report (CON12/1291)
12.7.3 Development Plan Amendment Activity Report (CON12/248)
12.8 Planning and Building
12.8.1 Planning and Building Activity Report

12.9 Regulatory Services
12.9.1 Regional Public Health Plan (CON14/3)
12.9.2 Expiration Fee for Breach of Council By-laws (CON12/849)
12.9.3 Regulatory Services Activity Report (CON12/1191)

12.10 Infrastructure Services
12.10.1 Asset Management Plan – Stormwater (CON12/429)
12.10.2 Dublin Cemetery Vegetation (CON12/330)
12.10.3 Dublin Stormwater Management (CON12/783)
12.10.4 Mallala Short Stay and Recreation Concept Plan (CON12/961)
12.10.5 Middle Beach Road – Removal of Concrete Blocks (CON12/984)
12.10.6 Infrastructure Services Activity Report (CON12/1291)

13. STRATEGIC COMMUNITY AND GOVERNANCE COMMITTEE
13.1 Strategic Community and Governance Committee Meeting

13.7 Finance
13.7.1 Finance Report (CON12/1198)

13.9 Corporate Management
13.9.1 Corporate & Community Services Report (CON12/1198)
13.9.2 Two Wells Football and Netball Sporting Club Incorporated Proposed Lease (CON12/912)
13.9.3 Review of Council Meeting Structure (CON12/534)
13.9.4 Economic Development Advisory Committee Terms of Reference Review (CON12/1099)

13.11 Community Services
13.11.1 Yorke Peninsula Tourism Funding (CON12/276)

14. NEW ITEMS
   Nil

15. URGENT BUSINESS

16. CONFIDENTIAL ITEMS
16.1 Council Confidential Items Register Review Report (CON12/540)

17. CLOSURE
## 2. CONFIRMATION OF MINUTES

**MONDAY 24 MARCH 2014**

### Items:

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>2.1</td>
<td><strong>Ordinary Council Meeting Minutes</strong></td>
</tr>
<tr>
<td>2.1.2</td>
<td><em>Minutes of Meeting held on 24 February 2014</em></td>
</tr>
</tbody>
</table>
MINUTES OF THE MEETING OF THE DISTRICT COUNCIL OF MALLALA HELD IN THE
MALLALA COUNCIL CHAMBERS, REDBANKS ROAD, MALLALA ON MONDAY 24
FEBRUARY 2014 AT 7.00PM

1. ATTENDANCE

1.1 Present
Crs D Kennington (Mayor) P Daniele, S Jones (arrived 7.01pm), J Heley, T Keen, K McColl, A
Picard, M Strudwicke, B Summerton and M Wasley; Messrs C Mansueto (Chief Executive
Officer), G Mavrinac (General Manager, Infrastructure and Planning) P Sellar (General
Manager, Corporate and Community) Ms C Muzyk (Strategic Projects Co-ordinator) and Mrs K
Hornhardt (Minute Secretary)

1.2 Councillor Apologies
Y Howard

1.3 Councillors Absent
Nil

2. CONFIRMATION OF MINUTES

2.1 Council Meeting held on 28 January 2014 (MB Folios 12731 to 126740, inclusive)
Moved Cr Summerton / Seconded Cr Wasley
“that the minutes of the meeting held on 28 January 2014 be accepted as read and confirmed.”
CARRIED (2014/030)

3. BUSINESS ARISING
Nil

4. DECLARATION OF INTEREST
Cr Heley declared an interest in Item 12.10.1 ‘Spoon Drain Upgrade – Gameau Road Two
Wells’ as a resident of Gameau Road, Two Wells, but did not consider it was a conflict.
Cr Heley declared a conflict of interest in Item 16.2 ‘Code of Conduct Investigations – Local
Government Governance Panel Response - Confidential’ as she was a respondent in the
matter.
Cr Picard also declared a conflict of interest in Item 16.2 as a respondent in the matter.
At this juncture 7:01pm Cr Jones entered the Chamber
The Mayor sought leave of Council to suspend Part 2 of the Regulations for ‘Open Forum’.
Leave granted. The meeting was suspended at 7:01pm and reconvened at 7:22pm.
5. **OPEN FORUM**

5.1 **Speakers**

5.1.1 Phil Elson – Natural Resources Management Board

Phil Elson answered several questions from Councillors on the use of Pindone baiting in the district

5.1.2 Norm Trestrail

Voiced his concerns in relation to baiting and the use of Pindone in coastal areas

6. **MAYOR’S REPORT**

6.1 **Activities and Meetings attended**

Information noted.

7. **COMMITTEES AND SUBSIDIARIES REPORTS**

7.1 **Committee and Advisory Committee Reports**

7.1.1 Mallala and Districts Historical Committee – 11 December 2013 (CON12/871)

7.1.2 Environmental Management Advisory Committee – 3 February 2014 (CON12/1101)

7.1.3 Facilities and Infrastructure Advisory Committee – 10 February 2014 (CON12/1102)

7.1.4 Community Development Advisory Committee – 13 February 2014 (CON12/1100)

7.1.5 CEO Appraisal Panel – 13 February 2014 - Confidential (CON12/581)

7.2 **Recommendations from Committees**

7.2.1 CEO Appraisal Panel – 13 February 2014 – Confidential (CON12/521)

(Refer to Item 16.1 – Confidential Items)

7.3 **Associated Organisations**

Nil

8. **ITEMS WHICH NOTICE HAS BEEN GIVEN**

8.1 **Questions on Notice**

Nil

8.2 **Notice of Motion**

8.2.1 Two Wells Civic Centre Sub Committee (D14/1610)

Moved Cr Jones / seconded Cr Kennington

“that the terms of reference of the Two Wells Civic Centre Sub Committee be broadened to include and prioritize the whole of the Two Wells Town Centre Redevelopment Project with an emphasis on providing retail services to the existing population of the district and its growth areas.”
Division
Cr Jones called for a division
Those voting in the affirmative are Crs Picard, Keen, Jones and Kennington
Those voting in the negative are Crs Strudwicke, Daniele, Summerton, McColl, Heley and Wasley

LOST (2014/031)

9. QUESTIONS WHICH NOTICE HAS NOT BEEN GIVEN
Nil

10. PETITIONS
Moved Cr Picard / Seconded Cr Strudwicke
“that the three (3) petitions, as listed below, be noted:

10.1 Request for Sealing of Middle Beach Road at Middle Beach (D14/1534)
10.2 No Laying of Poison in Port Parham (D14/969)
10.3 Request for Sealing of The Esplanade at Port Parham (D214/247)

CARRIED (2014/032)

11. DEPUTATIONS
Nil

12. STRATEGIC INFRASTRUCTURE AND PLANNING COMMITTEE
12.1 Strategic Infrastructure and Planning Committee Meeting
12.7 Strategic Projects
12.7.1 Coastal Settlements Adaptation Study – Draft Frameworks (CON12/337)
Moved Cr Wasley / Seconded Cr Daniele
“that Council, having considered Item 12.7.1 Coastal Settlements Adaptation Study - Draft Framework dated 10 February 2014, endorses the Draft Framework Reports for the purpose of undertaking consultation in accordance with Council’s Community Consultation Policy.”

CARRIED (2014/033)

12.7.2 Dublin Township DPA (CON13/47)
No recommendation

12.7.3 Equestrian/Intensive Horse keeping Study (CON12/1096)
Moved Cr McColl / Seconded Cr Heley
“that Council, having considered Item 12.7.3 Equestrian/Intensive Horse Keeping Study dated 10 February 2014, authorises commencement of the Equestrian / Intensive Horse Keeping study, noting it being listed a ‘medium’ priority in Council’s Strategic Directions Report.”

CARRIED (2014/034)
Moved Cr McColl / Seconded Cr Summerton
“that Council, having considered Item 12.7.3 Equestrian / Intensive Horse Keeping Study dated 10 February 2014, authorises the Chief Executive Officer to negotiate a financial agreement with Mr R Hennig to commence the Equestrian / Intensive Horse Keeping study, and report back to Council on the outcomes of the negotiation.”
CARRIED (2014/035)

12.7.4 Strategic Projects Activity Report (CON12/1291)
Moved Cr Summerton / Seconded Cr Wasley
“that Council, having considered Item 12.7.4 Strategic Projects Activity Report dated 10 February 2014, receives the report.”
CARRIED (2014/036)

12.7.5 Development Plan Amendment Activity Report (CON12/248)
Moved Cr Keen / Seconded Cr McColl
“that Council, having considered Item 12.7.5 Development Plan Amendment Activity Report dated 10 February 2014, receives the report.”
CARRIED (2014/037)

12.8 Planning and Building
12.8.1 Planning and Building Activity Report
Moved Cr Summerton / Seconded Cr McColl
“that Council having considered Item 12.8.1 Planning and Building Activity Report, dated 10 February 2014, receives the report.”
CARRIED (2014/038)

12.9 Regulatory Services
12.9.1 Regulatory Services Activity Report (CON12/1191)
Moved Cr Keen/ Seconded Cr Wasley
“that Council, having considered Item 12.9.1 Regulatory Services Activity Report, dated 10 February 2014, receives the report.”
CARRIED (2014/039)

12.10 Infrastructure Services
12.10.1 Spoon Drain Upgrade – Gameau Road Two Wells (CON12/763)
Moved Cr Heley / Seconded Cr McColl
“that the motion be moved off the table.”
Division
Cr Heley called for a Division
Councillors voting in the affirmative are Strudwicke, Keen, Daniele, Summerton, McColl and Heley
Councillors voting in the negative are Picard, Kennington, Jones and Wasley
CARRIED (2014/040)
Moved Cr Strudwicke / Seconded Cr Wasley

“that Council, having considered Item 12.10.1 Spoon Drain Upgrade – Gameau Road Two Wells dated 10 February 2014, considers the reconstruction of the spoon drain to a standard that improves vehicle access gradient as part of the 2014-15 budget consideration.”

Division

Cr Heley called for a Division

Councillors voting in the affirmative are Strudwicke, Jones, Summerton, McColl, Heley, Wasley and Kennington

Councillors voting in the negative are Picard, Daniele and Keen

CARRIED (2014/041)

12.10.2 Rescission of the Route Assessment for Restricted Access Policy (CON12/810)

Moved Cr McColl / Seconded Cr Strudwicke

“that Council, having considered Item 12.10.2 Rescission of the Route Assessment for Restricted Access Vehicles dated 10 February 2014, rescinds the Route Assessment for Restricted Access Vehicles Policy.”

CARRIED (2014/042)

12.10.3 Draft Road Naming Policy (CON12/809)

Moved Cr Summerton / Seconded Cr Wasley

“that Council, having considered Item 12.10.3 Draft Road Naming Policy dated 10 February 2014, ratifies the Road Naming Policy, with the removal of the proposed change under clause 3.2.8.”

CARRIED (2014/043)

12.10.4 Draft District Council of Mallala Waste Management Strategy 2014-2020 for Consultation (CON12/332)

Moved Cr Strudwicke / Seconded Cr Wasley


CARRIED (2014/044)

Moved Cr Strudwicke / Seconded Cr Heley


CARRIED (2014/045)
12.10.5 *Draft Waste and Recycling Services Policy* (CON12/331)
Moved Cr Summerton / Seconded Cr Strudwicke

“That Council, having considered Item 12.10.5 *Draft Waste and Recycling Services Policy* dated 10 February 2014, ratifies the Waste and Recycling Services Policy.”

CARRIED (2014/046)

12.10.6 *Infrastructure Services Activity Report* (CON12/1291)
Moved Cr Heley / Seconded Cr McColl

“That Council, having considered Item 12.10.6 *Infrastructure Services Activity Report* dated 10 February 2014, receives the report.”

CARRIED (2014/047)

13. **STRATEGIC COMMUNITY AND GOVERNANCE COMMITTEE**

13.7.1 *Finance Report* (CON12/1198)
Moved Cr Daniele / Seconded Cr Wasley


CARRIED (2014/048)

13.7.2 *2014/15 Draft Annual Business Plan and Budget Timetable* (CON12/1151)
Moved Cr Wasley / Seconded Cr Daniele


CARRIED (2014/049)

13.7.3 *2013/14 Annual Budget Review as at 31 January 2014* (CON12/433)
Moved Cr McColl / Seconded Cr Strudwicke

“That Council, having considered Item 13.7.3 2013/14 Annual Budget Review as at 31 January 2014, dated 17 February 2014 endorses the list of changes to be included in the Current Annual Budget for the year ended 30 June 2014:

- Emergency Management Plan $24,500
- Tree Management Plan $5,000
- Thompson Beach Fire Prevention Upgrade $85,740.”

CARRIED (2014/050)

Moved Cr Summerton / Seconded Cr Keen

“That Council, having considered Item 13.7.3 2013/14 Annual Budget Review as at 31 January 2014 dated 17 February 2014, receives and adopts the document as the Current Annual Budget for the year ended 30 June 2014.”

CARRIED (2014/051)
13.9.1 *Corporate and Community Services Report (CON12/1198)*
Moved Cr McColl / Seconded Cr Daniele
“that Council, having considered Item 13.9.1 Corporate and Community Services Report dated 17 February 2014, receives the report.”

CARRIED (2014/052)

13.11.1 *One Library Management System Implementation – February 2014 (CON/1029)*
Moved Cr McColl / Seconded Cr Wasley
“that Council, having considered Item 13.11.1 One Library Management System Implementation – February 2014 dated 17 February 2014, receives the report.”

CARRIED (2014/053)

14. **NEW BUSINESS**

14.1 *Rabbit Control - Pindone Baiting on Council Owned Land (CON12/327)*
Cr Strudwicke called for a Point of Order with regard to the manner in which Cr Jones had referred to Cr Strudwicke
The mayor accepted the Point of Order
Moved Cr Summerton / Seconded Cr Strudwicke

Division
Cr Picard called for a division
Councillors voting in the affirmative are Strudwicke, Daniele, Summerton, McColl, Heley and Wasley
Councillors voting in the negative are Picard, Keen, Jones and Kennington

CARRIED (2014/054)

At this juncture, 8.20pm, Cr Jones leaves the Chamber.

15. **URGENT BUSINESS**

15.1 *Lewiston Playground Enhancement Project*
Moved Cr Strudwicke / Seconded Cr McColl
“that Council, having considered Item 15.1 Lewiston Playground Enhancement Project dated 24 February 2014, allocates $49,319 as a non discretionary budget review item towards the enhancement of the playground at 210 Hayman Road, Lewiston in accordance with the concept plan and grant funding requirements.”

CARRIED (2014/055)
Moved Cr Summerton / Seconded Cr McColl

“that Council, having considered Item 15.1 Lewiston Playground Enhancement Project dated 24 February 2014, authorises the Chief Executive Officer to sign the funding deed on behalf of the Council by the required date.”

CARRIED (2014/056)

At this juncture, 8.23pm, the Chief Executive Officer, General Manager, Infrastructure and Planning, Strategic Projects Co-ordinator and Cr Picard vacated the Chamber.

16. CONFIDENTIAL ITEMS

16.1 CEO Appraisal Panel – 13 February 2014 – Confidential (CON12/521)

Moved Cr Keen / Seconded Cr Heley

“that pursuant to Sections 90(2) and 90(3)(a) of the Local Government Act 1999, the Council orders that the public be excluded from the meeting, with the exception of the General Manager Corporate and Community Services and the Minute Secretary, as the matters pertaining to Report 2.1 ‘Alleged Code of Conduct Breach from Cr Jones against the CEO’ contains information the disclosure of which would involve the unreasonable discovery of information concerning the personal affairs of any person (living or dead).”

CARRIED (2014/057)

Moved Cr McColl / Seconded Cr Wasley

CARRIED (2014/058)

Moved Cr McColl / Seconded Cr Strudwicke

CARRIED (2014/059)

Moved Cr Strudwicke / Seconded Cr Daniele

“that Council expresses its full support for the Chief Executive Officer.”

Division

Cr Strudwicke called for a Division

Councillors voting in the affirmative are Strudwicke, Keen, Daniele, Summerton, McColl, Heley, Wasley and Kennington

CARRIED (2014/060)

Moved Cr Strudwicke / seconded Cr Keen

“that pursuant to Sections 91(7) and (9) of the Local Government Act 1999, the Council orders that the report 2.1 ‘Alleged Code of Conduct Breach from Cr Jones against the CEO’ and the information by way of the subject report and associated documents, excluding motion 2014/060, remain confidential and not available for public inspection until considered by Council.”

CARRIED (2014/061)

At this juncture, 8.47pm, the General Manager, Corporate and Community left the chamber, The Chief Executive Officer returned to the Chamber at 8.48pm

24 February 2014
16.2 Code of Conduct Investigations – Local Government Governance Panel Response - Confidential

Moved Cr Summerton / Seconded Cr Wasley

“that Council, having considered Item 16.2 Code of Conduct Investigations – Local Government Governance Panel Response - Confidential dated 24 February 2014 and pursuant to Sections 90(2) and 90(3)(a) of the Local Government Act 1999, orders that the public be excluded from the meeting, with the exception of the Chief Executive Officer and the Minute Secretary, as the matters pertaining to Report 16.1 Code of Conduct Investigations – Local Government Governance Panel Response - Confidential, contains information the disclosure of which would involve the unreasonable discovery of information concerning the personal affairs of any person (living or dead).”

CARRIED (2014/062)

Moved Cr Wasley/ Seconded Cr Summerton


CARRIED (2014/063)

Cr Heley confirmed her conflict of interest and left the chamber at 8:51pm

Moved Cr Strudwicke / Seconded Cr Keen

“That a report comes back on methods of implementing the recommendations from the Local Government Governance Panel."

CARRIED (2014/064)

Cr Strudwicke declared an interest and left the chamber at 8.54pm

Moved Cr Wasley / Seconded Cr Summerton


CARRIED (2014/065)
Moved Cr Wasley / Seconded Cr Summerton


CARRIED (2014/066)

At this juncture, 8.57pm Crs Strudwicke and Heley returned to the Chamber.

17. CLOSURE

There being no further business the Mayor declared the meeting closed at 8.59pm

Confirmed as a true record.

Mayor: .................................................................

Date: ____/____/___
6. MAYOR’S REPORT

MONDAY 24 MARCH 2014

Items:

6.1 Activities and Meetings attended
Activities and Meetings attended

Tuesday 25 February 2014
Briefing with CEO and Deputy Mayor

Wednesday 26 February 2014
2014 Premier’s Adelaide reception

Saturday 1 March 2014
Dublin Cricket Club - pink stumps 2014 men’s final 2014

Monday 3 March 2014
Dublin Cricket Club – 2014 women’s semi final

Tuesday 4 March 2014
Briefing with CEO and Deputy Mayor

Thursday 6 March 2014
Northern Connections (N21) Meeting

Monday 10 March
Two Well Cricket Club - 2014 Women’s Semi Final

Tuesday 11 March 2014
Totally Locally Two Wells Workshop

Sunday 16 March 2014
Two Wells Melodrama Group Reunion

Monday 17 March 2014
Strategic Community and Governance Committee
Wednesday 19 March 2014
Briefing with CEO and Deputy Mayor

Friday 21 March 2014
Citizenship Ceremony
<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>7.1</td>
<td>Committee and Advisory Committee Reports</td>
</tr>
</tbody>
</table>

MONDAY 24 MARCH 2014
7.1 Committee and Advisory Committee Reports

MONDAY 24 MARCH 2014

Items:

7.1.1 Economic Development Advisory Committee – 25 February 2014 (CON12/1099)
7.1.2 Council Development Assessment Panel – 4 March 2014 (CON12/218)
MINUTES OF THE MALLALA ECONOMIC DEVELOPMENT ADVISORY COMMITTEE MEETING
HELD IN THE MALLALA COUNCIL CHAMBERS, REDBANKS ROAD, MALLALA ON TUESDAY
25 FEBRUARY 2014 COMMENCING AT 6.37PM

1. ATTENDANCE
1.1 Present
Ian O’Loan (Chairperson), Duncan Kennington, Tony Lange, Anne Moroney, Barry Sowerby, Eddie Stubing, Ian Telfer, Charles Mansueto (Chief Executive Officer) and Kath Hornhardt (Minute Secretary)
1.2 Apologies
Yvonne Howard
1.3 Absent
Norman Dicks, Rodney Wilmhurst

2. CONFIRMATION OF MINUTES
Moved Barry Sowerby / Seconded Eddie Stubing
“That the Minutes of the Economic Development Advisory Committee meeting held on 29 October 2013 be accepted as read and confirmed.”
CARRIED

3. BUSINESS ARISING
Ian O’Loan welcomed Ian Telfer as a new member of the Committee

4. OTHER BUSINESS
4.1 Economic Development Advisory Committee Terms of Reference for Review
Moved Anne Moroney / Seconded Eddie Stubing
“That the Committee, having considered Item 4.1 Economic Development Advisory Committee Terms of Reference for Review dated 25 February 2014, recommends to Council that the Economic Development Advisory Committee Terms of Reference, as amended, be adopted.”
CARRIED

4.2 Economic Development Advisory Committee Four Year Action Plan
Initial discussions on progress report in relation to the current plan
5. **PRESENTATIONS / INFORMATION ITEMS**

5.1 Regional Development Australia – Medial Release from Steven Marshall
   For Information

5.2 Totally Locally Workshops - Flyer attached
   For information

6. **NEXT MEETING**
   Tuesday 29 April 2014 at Old Council Chambers Two Wells

7. **CLOSURE OF MEETING**
   Meeting Closed at 7:50pm

Confirmed as a true record:

Chairperson: ..............................................
MINUTES OF THE MALLALA COUNCIL DEVELOPMENT ASSESSMENT PANEL MEETING HELD IN THE MALLALA COUNCIL CHAMBERS, REDBANKS ROAD, MALLALA ON TUESDAY 4th MARCH 2014, COMMENCING AT 6.30 PM

1. ATTENDANCE

1.1 Present

Trevor White (Presiding Member), Joe Daniele, Sandra Foote, Joel Taggart, Joshua McDonnell, Tom Summerton, Brendon Schulz (Development Services Coordinator), Ralph Semrau (Planning Officer) and Rosemarie Day (Minute Secretary)

1.2 Apologies

Moved S Foote Seconded J Daniele

“That leave of absence from this meeting be granted to Yvonne Howard (Deputy Presiding Member).”

Agreed

1.3 Absent

Nil

PREAMBLE

The Presiding Member welcomed members to the meeting.

2. CONFIRMATION OF MINUTES

Moved J McDonnell Seconded J Taggart

“That the minutes of the Council Development Assessment Panel meeting held on Tuesday 17th December 2013 be received and confirmed.”

Agreed

3. DECLARATION OF INTEREST

Nil
4. DEVELOPMENT APPROVAL NOTIFICATIONS

Moved J Daniele Seconded T Summerton

“That the Development Approval notifications issued for November, December 2013 and January 2014 be received.”

Agreed

5. REPORTS – DEVELOPMENT APPLICATION

Moved J Taggart Seconded J Daniele

“That the Development Application reports be received.”

Agreed

5.1 Category 1 Development

Nil

5.2 Category 2 Development

Nil

5.3 Category 3 Development

5.3.1 312/158/2013 – M T Flak and S C Grant – Dog keeping (9 dogs), kennelling, soakage area for waste water and associated yards – Section 192, 21 Kain Road, Barabba

Hearing of representations and applicant response

Representor, Tina Grech addressed the Panel and answered questions.

Mr M Flak addressed the Panel in response to the representor and answered questions.

“That the proposal by MT Flak and SC Grant for dog keeping (9 dogs), kenneling, soakage area for waste water and associated yards at Section 192, 21 Kain Road, Barabba (312/158/2013) be refused Development Plan Consent, pursuant to Section 33(1)(a) of the Development Act, 1993, on the following grounds :-

Subject to Confirmation
The proposal is at variance with the following Development Plan provisions:-

**Animal Keeping**

Objective 2 - Animal keeping development sited and designed to avoid adverse effects on surrounding development.

**Intensive Animal Keeping**

**Dog Keeping - Kennels**

Principle Development Control (PDC) 20 - Kennels and exercise yards should be designed and sited to minimise noise nuisance to neighbours through:
(a) orienting their openings away from sensitive land uses such as dwellings
(b) siting them as far as practicable from allotment boundaries.

PDC 21 - Kennels should occur only where there is a permanently occupied dwelling on the land.

**Design and Appearance**

Objective 1 - Development of a high architectural standard that responds to and reinforces positive aspects of the local environment and built form.

**Interface between Land Uses**

Objective 1 - Development located and designed to prevent adverse impact and conflict between land uses.

Objective 2 - Protect community health and amenity and support the operation of all desired land uses.

PDC 1 Development should not detrimentally affect the amenity of the locality or cause unreasonable interference through any of the following:
(b) noise
(g) hours of operation

PDC 2 Development should be sited and designed to minimise negative impact on existing and potential future land uses considered appropriate in the locality.
PDC 5 Sensitive uses likely to conflict with the continuation of lawfully existing developments and land uses considered appropriate for the zone should not be developed or should be designed to minimise negative impacts.

Noise

PDC 6 Development should be sited, designed and constructed to minimise negative impacts of noise and to avoid unreasonable interference.

Rural Interface

PDC 9 The potential for adverse impacts resulting from rural development should be minimised by:
(b) maintaining an adequate separation between horticulture or intensive animal keeping and townships, rural living areas, other sensitive uses and, where desirable, other forms of primary production.

Orderly and Sustainable Development

Objective 1 - Orderly and economical development that creates a safe, convenient and pleasant environment in which to live.

Objective 3 - Development that does not jeopardise the continuance of adjoining authorised land uses.

Objective 4 - Development that does not prejudice the achievement of the provisions of the Development Plan.

PDC - 1 Development should not prejudice the development of a zone for its intended purpose.

PDC – 8 Vacant or underutilised land should be developed in an efficient and co-ordinated manner to not prejudice the orderly development of adjacent land."

Agreed
5.4 Updates

5.4.1 312/263/2013 – Alpha Industries – Shed (21.1m x 12.1m x 3.6m wall height) – Lot 1 Bubner Road, Dublin

Development Services Coordinator Brendon Schulz address the Panel and advised that the application has been amended to a farm building and processed under delegation by Council’s Planning Officer. A building rules assessment of the application is currently being undertaken.

6. REPORTS – GENERAL MANAGER, INFRASTRUCTURE & PLANNING

Moved J Taggart Seconded T Summerton

“That the General Manager, Infrastructure & Planning report be received.”

Agreed

7. OTHER BUSINESS

Nil

8. NEXT MEETING

Tuesday 1st April 2014 – To be confirmed

9. CLOSURE OF MEETING

The Presiding Member closed the meeting at 7.22pm

Confirmed as a true record:

Presiding Member: ........................................

Trevor White

Date: .................................................................
7.3  Associated Organisations

MONDAY 24 MARCH 2014

Items:

7.3.1  Central Local Government Region – 21 February 2014 (CON12/582)
1. Meeting Preliminaries:

1.1 Present
- Mayor Ray Agnew (chair), Mayor Dean Dolling (Barunga West), Mr Martin McCarthy (Barossa), Chair, Mayor Allan Aughey (Clare & Gilbert Valleys), Mayor Paul Thomas (Copper Coast), Mayor Peter Slattery (Flinders Ranges), Mayor Peter Mattey (Goyder), Mayor Bill O’Brien (Light), Mayor Duncan Kennington (Mallala), Mayor Sandra Wauchope (Mt Remarkable), Mayor Denis Clark (Northern Areas), Chairman Colin Parkyn (Orroroo Carrieton), Mayor Ruth Whittle (Peterborough), Cr Neville Wilson (Port Pirie), Mayor James Maitland (Wakefield), Cr John Rich (Yorke Peninsula).

1.2 In Attendance
- Mr Andrew Cole (Barunga West), Mr Peter Harder (Copper Coast), Cr Elizabeth Calvert (Clare & Gilbert Valleys), Mr Richard Michael (Light), Mr Charles Mansueto (Mallala), D/Mayor Peter Jacobs & Mr Wayne Hart (Mt Remarkable), Mr Roger Crowley (Northern Areas), Mr Iian Wilson (Orroroo Carrieton), Dr Andrew Johnson (Port Pirie), Ms Anita Crisp (Executive Officer).

1.3 Guests
- Mr Paul McInerney (CLGR), Ms Andrea Malone (LGA SA), Ms Anne Moroney (Regional Development Australia Barossa), Ms Rebecca Freeman (PIRSA).

1.4 Apologies
- Mayor Brian Hurn (Barossa)

1.6 Welcome to Light Regional Council
- Mayor Bill O’Brien welcomed delegates to the Light Regional Council.
- Advised that grant funding of $4.5 million was accessed to support building the Hewett Centre - a combined Church and Council partnership.
- Hewett forms the southern part of the Light district, in contrast to the agricultural part of the district further north and vineyards/wineries in the Barossa, which are also part of the Light Council district.
- There is an increasing focus on arts and tourism, along with a major residential growth plan for Roseworthy which is progressing, albeit slowly. A statement of intent for the Roseworthy expansion has been approved, which over the next few decades will hopefully see a population of around 100,000.
- Roseworthy campus of Adelaide University is an important industry sector in the region and the only veterinarian school in the state, and only one of a few in Australia.

1.7 Confirmation of Voting Delegates
- The meeting noted the Barossa Council was represented by the CEO, with approval sought for his authorisation to represent the Council, in the absence of an elected delegate.

Motion: That, in accordance with the Central Local Government Region Charter and in the absence of appointed delegates, the Chief Executive Officer attending on behalf of The Barossa Council be authorised to vote.

Moved: WAKEFIELD (Maitland) Seconded: GOYDER (Mattey) CARRIED

1.8 Confirmation of Previous Minutes
- Minutes from the Central Local Government Region general meeting held Friday 8th November 2013 at Farrell Flat were tabled.

Motion: That the minutes of the General Meeting of the Central Local Government Region of SA held Friday 8th November 2013 at Farrell Flat be received as a true and correct record.

Moved: LIGHT (O’Brien) Seconded: NORTHERN AREAS (Clark) CARRIED

1.9 Business Arising not Otherwise on the Agenda
- Nil
1.10 Chairman’s Report

• Noted advice of the Executive Officer’s resignation, which has been forwarded to all Councils. Last day of service with the Central Region will be Friday 28th March.
• Advised LGA delegation to Canberra in early March will be well represented by Central Region Councils.
• Noted the proposed industry peak body and LGA memorandum of understanding to be signed.
• Local Government stimulus program has been announced with $7.5 million allocated by the Government, including $2.2 million into Central Region Councils.
• Reminder that notices of motion for the next LGA general meeting close 28th February.
• Advised the revision of quarrying and roadbase mining royalty provisions will have an impact on rural Councils.
• Noted the election campaign is well underway.

2. Items For Decision

2.1 Workshop Outcomes

• Noted change of meeting format, with workshop to be held for the first hour.
• Agenda item in meeting provided to formalise any action arising from the workshop.
• First workshop explored opportunities for collaboration and shared services, as an outcome of the November meeting and subsequent commencement of the Local Government Project Officer.
• Future workshops to focus on opportunities out of the 'Council of the Future' report and updating the Central Region strategic plan.

2.2 Local Government Outreach Project

Motion: That the Central Local Government Region endorse the appointment by the selection panel of Mr Paul McInerney to the Local Government Project Officer role.

Moved: PORT PIRIE (Wilson)    Seconded: BARUNGA WEST (Dolling)     CARRIED

• Mr Paul McInerney, Local Government Project Officer provided an update on the project progress to date.
• Advised meetings with the 15 Council CEO's individually to date, with feedback being collated into an overarching document that will form the basis for the project workplan.
• Key outcome to date has been a willingness by all Council CEO's to participate in greater resource sharing arrangements.
• Advised a number of different areas highlighted by Councils for collaboration - from procurement through to planning schemes.
• There may need to be legislative change at some stage to facilitate better cooperation in some areas.
• There are solid alliances of Councils already across the region and some good examples of collaborative arrangements.
• Noted that in order for any collaborative arrangement to succeed there will need to be a good working relationship and level of trust at both staff and elected member levels.
• Noted that Council staff are under pressure, with little ability to free up time to take on additional activities, particularly where there is no regulatory imperative.
• Potential activities that will be investigated further as part of the project include asset management - particularly building condition rating, audit compliance, economic development, staff attraction/retention/sharing, regional training, tourism, specialist skills such as architectural and legal, licenses and leases and opportunities for a regional secretariat arrangement.
• Will need further discussions with Councils to clearly identify areas that are not open for sharing/collaboration and understanding the rationale for this.
• A draft workplan has been prepared (tabled) and will be finalised following further discussion and workshop with Council CEO's. Expect this to be further refined after six months as investigations reveal priorities.
• To successfully implement project, will need access to Council senior staff, to gain their views and access to data.

2.3 Study Tour - Cradle Coast

• Study tour proposed to investigate other areas of local government who have demonstrated progress in collaboration and innovative delivery of a range of activities.
• Proposed to coincide with recent release of the 'Council of the Future' report, which has a strong focus on shared services, but also recent discussion by Councils about the future of tourism, regional development and NRM.
The Cradle Coast Authority is a collaboration of 9 regional Councils in northern Tasmania who work as a collective to deliver through a single local government entity a range of regional initiatives including tourism, NRM, economic development community health and wellbeing, training and workforce development, waste management, land use planning and local government services.

Preliminary discussions with the Authority have occurred and a draft itinerary and costings developed.

The real value of such a proposal will lie in participation by as many Councils as possible, in order that the experience and learnings are collectively shared - proposing that Central Region subsidise cost of participation by Councils.

Motion: That the Central Local Government Region support a regional study tour to the Cradle Coast Authority and offer a $500 per Council participant subsidy.

Moved: COPPER COAST (Thomas) Seconded:FLINDERS RANGES (Slattery) CARRIED

2.4 Regional Election Strategy

The combined “Making Regions Matter” state election strategy was launched 23rd January 2014 in conjunction with the release of the regional section of the LGA election campaign.

A copy of the document has been sent to all election candidates.

Aim of which is to gain community discussion and commitment by all parties and candidates for three strategic policy issues that are at the core of many symptomatic issues that continue to frustrate rural areas.

Central Region had allocated up to $10,000 towards the campaign. Freelance journalist Nan Berrett has been approached to support this effort. It is anticipated that the budgetary implications will be significantly less than the amount allocated - likely up to a maximum $3,000.

Motion: That the Central Local Government Region engage the services of Ms Nan Berrett to coordinate a metropolitan media campaign promoting the regional election themes of strengthening regional investment (decentralising funding and investment); growing regional centres (decentralising population) and reconnecting Government with regional communities (decentralising public service).

Moved: ORROROO CARRIETON (Parkyn) Seconded:PETERBOROUGH (Whittle) CARRIED

2.5 Waste Management

R&D composting project underway - will focus on trialing a low-cost organics composting method and providing guidelines and economic analysis of outcomes.

Three Councils have registered interest in participating in the trial – Peterborough, Clare & Gilbert Valleys and Mallala.

Expressions of interest for a consultant with expertise in economic modelling was called and reviewed by the Waste Committee late last year, with 'Blue Environment' being selected.

Advised Central Region Waste Strategy is currently being updated with input sought by all Councils.

Motion: That the Expression of Interest for the "Collection and Processing of Food and Garden Organics Cost Benchmarking Model" received from Blue Environment Pty Ltd be accepted; and that Central Region Councils provide input to the draft revision of the Regional Waste Strategy.

Moved: GOYDER (Mattey) Seconded:BAROSSA (McCarthey) CARRIED

2.6 Roads and Transport

Central Region Transport Committee proposing to become more pro-active in developing and promoting priority transport projects and using this as a more strategic basis for updating Central Region’s Transport Strategy, rather than continue with a long list of projects from each Council.

Committee proposing to work more closely with RDA and other agencies (such as the regional DPTI office) to scope key priorities that have significant regional benefit, and work as a collective to lobby for their funding through a range of bodies, including the Commonwealth.

Motion: That the Central Region Transport Committee prepare a draft proposal for strategic update and implementation of the Transport Strategy and report to the next meeting of the Central Region.

Moved: WAKEFIELD (Maitland) Seconded:ORROROO CARRIETON (Parkyn) CARRIED

2.7 Climate Change

University College of London (UCL) International Energy Policy Institute, based in Adelaide are working with the Regional Alliance to develop a regional 'low carbon' investment strategy.

Project will consider and analyse the most appropriate locations for a range of clean-tech industries and renewables such as large scale solar and wind, carbon farming and geothermal
opportunities. The project in part recognises that the growth of renewables (particularly wind) to date has been ad hoc, fails to take compatibility of nearby landuses into account and is underpinned by poor government planning.

- The first draft report has been prepared, with full project due for completion mid 2014.
- Noted progress with the 'regional sustainability centre' concept, with support from a range of research, educational and peak sustainability organisations.
- Project is a joint initiative of the RDA/NRM/Central Region that aims to better coordinate research effort in the region and building community capacity around a range of sustainability themes including farming systems, renewable energy and resilient rural communities.
- An MOU to consolidate commitment to working together is being prepared and will be officially launched at the regional forum on 28th March as the 'Goyders Line' network, in recognition of the iconic biophysical and agricultural indicator.

**Motion:** That the Central Region -
1. enter into a Memorandum of Understanding with Regional Development Australia Yorke and Mid North; Northern & Yorke NRM Board; SA Research and Development Institute (SARDI); Clean Energy Council; Agricultural Excellence Alliance; University of South Australia; Flinders University; Adelaide University and University College London to progress the Regional Sustainability Centre initiative;
2. invite University College London to present the findings of the Low Carbon Investment project report to the May 2014 meeting of the Central Region.

**Moved:** MT REMARKABLE (Wauchope)  **Seconded:** NORTHERN AREAS (Clark)  **CARRIED**

12.05pm: M. McCarthy departed meeting

### 2.8 Executive Committee

- Central Local Government Region Executive Committee met in late January to consider a number of out-of-session items.
- Majority of recommendations arising from the Executive Committee meeting will be addressed in their respective agenda items.

**Motion:** That the minutes of the Central Region Executive Committee meetings held 29th January 2014 be received and the recommendations endorsed.

**Moved:** PETERBOROUGH (Whittle)  **Seconded:** BARUNGA WEST (Dolling)  **CARRIED**

### 2.9 Quarterly Financial Statements

- Year to date financial statements for the Central Region are provided.

**Motion:** That the financial reports for the period ending 7th February 2014 be received.

**Moved:** FLINDERS RANGES (Slattery)  **Seconded:** PORT PIRIE (Wilson)  **CARRIED**

### 3. Reports for Information

#### 3.1 Update Reports

- Update reports from the CEOs Forum; Yorke & Mid North Regional Alliance; Flinders and Outback Tourism Review; Upper Spencer Gulf Regional Sustainability Planning project and changes to native title funding were tabled, along with the Executive Officer activity and communications report and correspondence for noting.

**Motion:** That all information reports as presented be noted and received.

**Moved:** MT REMARKABLE (Wauchope)  **Seconded:** PETERBOROUGH (Whittle)  **CARRIED**

### 4. Stakeholders Updates

#### 4.1 Local Government Association of SA

- Ms Andrea Malone, Local Government Association of SA, provided an update on topical issues.
- Report tabled.
- Meeting noted that requests for Council staff and machinery by emergency services is still not resolved, with Council CEO's personally liable in the event of an accident. Noted that the proposed MOU between LGA and CFS is still not resolved.
- LGA Bushfire training session is being held in Jamestown, however appears to not include several Councils for whom this issue is critical - imperative that this session is made available to all in the region.
• Mining royalties on rubble - will mean a change for many Councils and potentially a cost.
• Noted meeting procedures handbook has been updated and the new employee code of conduct is now in place.
• Need to work with LGA to ensure more education and training opportunities are provided in the region, as relevant for Councils.

4.2 Regional Development Australia Barossa
• Ms Ann Moroney, CEO of RDA Barossa provided an update to the meeting.
• Noted there are 10 priorities identified through the RDA roadmap - water, innovation and entrepreneurship, digital connectivity, premium food and wine, profitability of business, tourism, advanced manufacturing, transporting people and goods, health and wellbeing, infrastructure.
• RDA has a critical role in linking many of the opportunities and themes together.
• Also a focus on townships economic development, community development and capacity building.
• Noted several high profile forums and events over coming weeks in the Barossa.

4.3 Primary Industries and Regions SA
• Ms Rebecca Freeman, Regional Manager PIRSA Yorke/Mid/Far North, addressed the meeting.
• Advised change to PIRSA last year resulted in regional development now within PIRSA, along with appointment of regional managers to act as liaison.
• Outback Areas Authority and the Local Government Grants Commission also now within PIRSA following dismantling of the Office of State/Local Government relations.
• Key role to provide feedback and information into PIRSA to gain better efficiencies.
• Input into regional mining and infrastructure planning and review of primary production zones of significance.
• Advised opportunity to access a number of specialists within PIRSA if required.

5. Other Business and Meeting Close
5.1 Future Collaborations (Copper Coast)
• Advised RDA Yorke and Mid North are considering future, in light of current review by Federal Government. In addition, ongoing threat of amalgamation for Councils.
• Opens opportunities for RDA and Local Government to consider better use of resources and delivery of functions at a regional level such as economic development and tourism, for example.
• Investigating how this could work through innovative groups like the Cradle Coast will be important.
• Resignation of Central Region Executive Officer potentially provides a further, timely opportunity to review current arrangements and start moving towards a different regional model of service delivery across Councils.
• May be opportunity to delay reappointment of Executive Officer until such time as a review of current and future needs is undertaken, to ensure we can tailor future support to meet these needs.
• A body such as the RDA could be contracted for the administration of the Central Region in the short term until such a review is undertaken.
• Current strength of the Central Region is that it is an independent local government authority - and able to speak freely and frankly to other levels of Government on issues. This is something that should not be lost in the short or long term. Both RDA and NRM do not have the ability to lobby for issues of concern.
• The Central Region Executive Committee has started to consider options for replacement of the Executive Officer, but no firm arrangements in place yet. Central Region will need to provide direction on this issue.
• Current job description for the Executive Officer may be out of date - will need to be reviewed and reflect future priorities for the group.
• Engagement as a contractor or employee - may also need to be revisited, however previous legal advice was clear.
• A number of future directions and external influences will need to be taken into account.

5.2 Local Government Auditing (Port Pirie)
• Noted ongoing rumour regarding proposal for Local Government to be required to utilise the Auditor General for auditing.
• This will place significant time and cost implications on Councils and needs to be actively pursued and opposed by the LGA.
5.3 Next Meeting
• The Yorke and Mid North annual forum will be held on Friday 28th March in Port Pirie.
• The AGM of the Local Government Association will be held in April at AAMI stadium
• The next meeting of the Central Local Government Region will be Friday 16th May 2014, hosted by Mallala.

5.4 Executive Officer
• The Chairman thanked the Executive Officer, Ms Anita Crisp, for her efforts in the role over the past eight years.
• Sought direction from the meeting regarding approach to replacement.

Motion: That the Central Local Government Region delegate the Executive Committee to consider appropriate options for replacement of executive support, advise Councils of the approach to be taken, and commence recruitment.

Moved: GOYDER (Mattey)  Seconded: PORT PIRIE (Wilson)  CARRIED

Meeting closed 1.05 pm
8. QUESTIONS WHICH NOTICE HAS BEEN GIVEN

MONDAY 24 MARCH 2014

Item

8.1 Questions on Notice

8.2 Notice of Motion
8.1 Questions on Notice

MONDAY 24 MARCH 2014

Items:

8.1.1 State Records Act (12/537)
8.1.2 Mallala Vegetation Management Policy (CON12/812)
8.1.3 Dublin Memorial Seat (CON12/895)
8.1.4 Lewiston Stormwater Study (12/537)
8.1.5 McCord Road (12/537)
8.1.6 Bakers Road and Bakers Ford (12/537)
8.1.7 Pederick and Dawkins Roads Intersection (12/537)
8.1.8 Two Wells DCM Office Proposal (12/537)
8.1.1 State Records Act

<table>
<thead>
<tr>
<th>Report Date:</th>
<th>24 March 2014</th>
</tr>
</thead>
<tbody>
<tr>
<td>Prepared by:</td>
<td>Cr Jones</td>
</tr>
</tbody>
</table>

Corporate Objective: N/A

<p>| Preamble: | After reading minutes of meeting of Monday February 24th of the District Council of Mallala and seeking clarification from General Manager Corporate Community Services It seems there may be some confusion as to councillors responsibilities under The State Records Act 1997, an email to me on 8.9.2012 from senior elected member who wrote &lt; All &gt; emails received or sent from my iPad are captured in Councils Record System &gt; from that statement I believed as long as councillors used Council ipads obligations would be met under the State Records Act, correspondence to me from fellow councillor on 1.3.2014 further confirmed that not all councillors are aware that correspondence has to be manually forwarded in particular Councilor to Councilor Records management policy 6.6 all correspondence, including electronic, received by an elected member which relates to council matters must be forwarded to specific employee or Records Officer where appropriate |
| Question: | please clarify If emails are Councillor to Councillor, then is the receiver or sender or both obligated to forward on under the Aact |
| Answer | The Records Management Policy is silent in this regard but it would be normal practice for the sender to forward a copy ('cc') to the Records Officer as required under the policy. This does not preclude the receiver to also forward a copy. Note that the receiver would have noticed the <a href="mailto:info@mallala.sa.gov.au">info@mallala.sa.gov.au</a> in the 'cc' if it was already sent to the Records Officer. An extract from the Elected Members training conducted by Norman Waterhouse on Records Management held on the 20 March 2013, states under Records Management Policy – Elected Member Obligations, “all records forwarded to Records Management Officer (RMO) for capturing in records management system. If confidential record, advise RMO access may be restricted Elected members responsible for safe keeping of records in their possession No removal of files from Council Office without permission” |</p>
<table>
<thead>
<tr>
<th>Question:</th>
<th>The term “where appropriate” how is that determined by what standard of definition and by whom</th>
</tr>
</thead>
<tbody>
<tr>
<td>Answer:</td>
<td>The reference to “where appropriate” is to cater for when an Elected Member sends an email for action to an officer (not being the Records Officer). In this situation the officer receiving the email has the responsibility to register the email in the electronic document system (TRIM). If the email is for recording of an official record, eg email correspondence between councillor to councillor or resident (and no further action is required by an officer) then the Elected Member would forward a copy to the Records Officer for registering.</td>
</tr>
<tr>
<td>Question:</td>
<td>What constitutes a record and by what definition</td>
</tr>
<tr>
<td>Answer:</td>
<td>The definition of a record is defined in the Records Management Policy that was adopted by Council in 2011 and states: “A record means: • Written, graphic or pictorial matter, including email or social media correspondence; or • Usb, disk, tape, film, photograph or other object that contains information or from which information may be reproduced (with or without the aid of another object or device).” The policy then also defines an Official Record as: “A record made or received by Council in the conduct of its business,….” An extract from the Elected Members training conducted by Norman Waterhouse on Records Management held on the 20 March 2013, states, “records that elected members receive or create in their capacity as a councillor are official records.”</td>
</tr>
<tr>
<td>Question:</td>
<td>Is there a time limit as to when any record must be forwarded on, if so please specify</td>
</tr>
<tr>
<td>Answer:</td>
<td>There is no defined time limit but it would be expected that records are registered as soon as possible. The Records Officer can be copied (cc) into original email.</td>
</tr>
<tr>
<td>Question:</td>
<td>Does a memo or notes dealing with council business constitute a record</td>
</tr>
<tr>
<td>Answer:</td>
<td>Yes as the Records Management Policy under s5.3 notes the following: “Records created as a result of Council business are official records under the State Records Act 1997 irrespective of where and how those records were generated e.g. office, home or the means of that creation e.g. letter, memo, fax, email, text message, voice recording, diary / calendar entries, notebook entries, photos etc.”</td>
</tr>
</tbody>
</table>
## 8.1.2 Vegetation Management Policy

<table>
<thead>
<tr>
<th>Report Date: 24 March 2014</th>
<th>Prepared by: Cr Jones</th>
</tr>
</thead>
</table>

**Corporate Objective:** N/A

### Preamble:
MALLALA Vegetation Management policy adopted by Council in 2008 resolution no 2008/278, administered by General Manager Infrastructure & Planning Services with next review scheduled 2013 is covered in Strategic Outcome 4.1 Protected, Valued and Enhanced Natural Environments and within that policy statement contains various information under heading Council Shall and relevant dot points 1/ Maintain road reserves and Reserves in a safe, hygienic and attractive state within the limits of it’s financial constraints.

### Question:
As there seems little information regarding weed control in Council Cemeteries policy under Council’s Vegetation Management Policy are Cemetery grounds listed below covered under the same policy for Vegetation Management of reserves and road reserves, if so how and to what degree
- Barabba Cemetery - government road, Barabba
- Dublin Cemetery Harris Road, Dublin
- Feltwell Cemetery Feltwell Road, Mallala
- Grace Plains Cemetery, Nairne Road, Grace Plain
- Shannon Cemetery Rowe Road, Calomba
- Two Wells Cemetery, Old Pt Wakefield Road, Two Wells

Consult with adjacent property owners, industry groups, community reps and interested individuals about street tree species, the types of Chemicals or road verge management practices to be used in it’s programs

### Answer
Council’s Cemetery Policy provides limited direction for the management of cemetery grounds in regard to landscaping. A more specific management regime is provided by Council’s Community Land Management Plan Number 2 - Cemeteries (2004). The plan outlines the management regime for all of Council’s cemeteries. The plan outlines performance targets that include:
- To ensure landscaped areas are maintained to a reasonable standard.
- Adequate control of weeds, overgrowth and other hazards.

Once again, this plan is broad in its intent.

The intent of the Vegetation Management Policy is to provide direction for the management of road reserves. Hence this policy has not bearing in the management of cemeteries. Notwithstanding this, Council treat reserves and cemeteries with the same level of care and consideration.
<table>
<thead>
<tr>
<th>Question</th>
<th>If it is assumed that weed control in Cemetery grounds are covered under Councils Vegetation Management policy what property owners , industry groups , community reps or interested parties have been consulted prior to weed control program in any of Councils listed Cemetery grounds, please specify who and what consultation took place 6/ use low impact road verge management techniques where ever possible where native vegetation is present</th>
</tr>
</thead>
<tbody>
<tr>
<td>Answer</td>
<td>This policy has no bearing in the management of cemeteries, therefore, no formal consultation is required.</td>
</tr>
<tr>
<td>Question</td>
<td>What is defined as low impact and is this current practice in Councils Cemeteries</td>
</tr>
<tr>
<td>Answer</td>
<td>This policy has no bearing in the management of cemeteries, therefore, there is no need to consider what low impact is, although staff undertake their duties with care and consideration.</td>
</tr>
<tr>
<td>Question</td>
<td>Under 3.8.2 of VMP what care has been taken to avoid unwanted impacts on native or other vegetation in Councils cemeteries</td>
</tr>
<tr>
<td>Answer</td>
<td>This policy has not bearing in the management of cemeteries. Notwithstanding this Council’s Horticulture staff are considered by council management to be responsible individuals who all care for our environment and community, management also strive to provide the appropriate support, training, equipment and product selection options needed to staff members, so they can carry out their duties safely and efficiently. Councils current Senior Horticulture Officer &amp; Council’s current spray unit operator are both licensed Pest Management Technicians &amp; apply their skills when selecting &amp; applying chemicals. All Council Horticulture staff are appropriately trained and are aware of their responsibilities regarding the use of chemicals. All Council horticulture staff have had training and recognition in the following subjects during the process to gain their Certificates in Horticulture • Recognise Plants • Treatment of Weeds • Treatment of Plant Pest and disease • Observation of Environmental Work Practices • Apply Chemicals • Undertake site assessment All Council spraying equipment is of a high standard &amp; well maintained All Council Horticulture Staff aim to have zero negative impact on non target vegetation &amp; the surrounding environment.</td>
</tr>
</tbody>
</table>
Staff apply the following work methods to achieve low impact
- Appropriate use and selection of Chemical
- Mechanical weed control (whipper snipper or hand tools) as deemed necessary
- Wherever appropriate use low drift nozzles to prevent drift.
- Low drift adjuvants are used in conjunction when spraying with herbicides/pesticides
- Spot spraying with Knap sack were required
- Only spray when climatic conditions are desirable
- Assess the site for possible issues

<table>
<thead>
<tr>
<th>Question</th>
<th>Answer</th>
</tr>
</thead>
</table>
| 1) Under 3.8.3 of VMP have suitably qualified, licensed or trained staff applied Chemical herbicides in and around Council's cemeteries.  
2) Please specify who and what chemicals have been applied | 1) See answer above  
2) Depending upon the weed and time of year Horticulture Services uses a selection of herbicides/pesticides and other additives to control particular weeds. All cemeteries receive the same treatment of herbicide/pesticide application, again dependant upon the climatic conditions. Timing of weed control is of the utmost importance and, if this is not able to be accomplished the team will brush cut down any areas of concern.  
A total of 55 litres of herbicide mix was applied to the Dublin Cemetery in 2013 on two separate occasions in August and December. The herbicides and adjuvants used were as follows:
Roundup Power Max  
  - Active constituent: 540g/L Glyphosate (present as potassium salt)  
  - Situation – General Weed Control 7mL/L
Metsulfuron  
  - Active constituent: 600g/kg Metsulfuron Methyl  
  - Situation – General Weed Control 5g/100L
Dicamba  
  - Active constituent: 500g/L Dicamba present as dimethylamine salt  
  - Situation – Non-Crop 80mL/100L
Hasten (adjuvant)  
  - Situation – use with all herbicides 2-5L/100L |

<table>
<thead>
<tr>
<th>Question</th>
<th>Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Under 3.8.4 Appropriate records must be prepared by the staff member or authorized contractor for all chemical use as required by law and these records are to be retained by Council for a period of seven years has Council complied with this requirement</td>
<td>Under the Controlled Substances Act 1984 and Controlled Substances (Pesticides) Regulations 2003, local governments are not required to keep records of pesticide use as councils do not accept fee or rewards for its spraying activities.</td>
</tr>
<tr>
<td>Question</td>
<td>Answer</td>
</tr>
<tr>
<td>----------</td>
<td>--------</td>
</tr>
<tr>
<td>Control records be produced</td>
<td>As above. Why then is not feasible on this basis that contractor, chemical names achieved. Previous applications and the next particular if weed control is not being</td>
</tr>
<tr>
<td></td>
<td>control operational program be readily available, particular in that it would be necessary in any weed and use application rates, and what weed control is being targeted cannot</td>
</tr>
<tr>
<td></td>
<td>control records can last two years record of Dublin Cemetery weed</td>
</tr>
</tbody>
</table>

Opportunities to improve record keeping. Operator to record chemical use, control administration will be investigating|
## 8.1.3 Dublin Memorial Seat

**CON12/895**

**Report Date:** 24 March 2014  
**Prepared by:** Cr Jones

**Corporate Objective:** N/A

| **Preamble:** | Around early 2013 a seat in memorium was installed adjacent to new perimeter fence which had been recently constructed from community funds contributions, it was believed at the time that any seat had to conform according to policy specifications |
| **Question:** | What policy and what specifications were being referred to Information suggests that a memorial seat could be purchased from Community fence project surplus funds however it was believed there was a cost short fall but that Council would contribute the balance, with a figure of $250 mentioned at the time |
| **Answer:** | There is no formal current policy regarding the type of furniture to be used at community facilities, however purchasing decisions are based on safety, useful life and future maintenance requirements. Furniture installed must meet applicable Australian Standards and ascetically to blend in with the general surroundings. |
| **Question:** | What was councils actual purchase cost of this policy rated complying seat |
| **Answer:** | Back in October 2013 after negotiations with a representative from the Dublin History Group a Bench seat was ordered and subsequently purchased in November 2013 to be placed at the Dublin Cemetery. The actual cost of the seat was $900 plus GST. |
| **Question:** | What was dollar amount paid from community members funds toward the total cost of seat |
| **Answer:** | The final contribution paid to Council for the Dublin Cemetery Seat Project was $730.91. |
| **Question:** | What was the actual amount in dollar terms of shortfall that council contributed to to make up the difference of the actual total cost |
| **Answer:** | Council funded the shortfall of the cost of the seat being $168.09 plus GST, plus the installation costs by Council staff. Council also committed to fund the cost of a plaque for the seat. |
8.1.4 Lewiston Stormwater Study

CON12/537

Report Date: 24 March 2014  Prepared by: Cr Jones

Corporate Objective: N/A

Preamble

The Lewiston Storm Water Study by Lange, Dames, Campbell some years ago made reference to drainage outcomes after flooding eg, reserves, tributaries systems, environmental options such as sustainable approach to wet lands in particular drainage of waters after flood events and possible altered flow paths of associated development on the Lewiston Floodplain and in moreover the continued growth of development on that flood plain

Question 1:

Is the Lewiston Storm Water Study conducted by Lange, Dames, Campbell still relevant today

Answer

Due to the limited time available and other workload / priorities, answers to the question are deferred to the next ordinary meeting of Council.

Question 2:

The construction of McCord Road according to information from residents is of a considerable height above their properties with constructed adjacent property entrance ramps, can concerns of any altered flow paths or trapping of accumulating storm water or floodwaters along or adjacent McCord Road be validated

Answer

Refer to answer to Question 1 above

Question 3:

What is the height of McCord Road above adjacent properties, what Flood Study maps or information was referred to prior to McCord Road being constructed

Answer

Refer to answer to Question 1 above

Question 4:

Can any assurances be given that the height of McCord Road will not impede or restrict storm or floodwater flow paths

Answer

Refer to answer to Question 1 above
**Preamble**
I have also received queries from concerned residents who claim the work on McCord Road by DCM may put their properties at risk of stormwater and/or river flooding. Further to the questions that Cr Jones has raised regarding recent works by the Council on McCord Road I would like to add the following,

**Question 1:** Is any part of McCord Road on the mapped floodplain of the Gawler River?

**Answer**
Due to the limited time available and other workload / priorities, answers to the question are deferred to the next ordinary meeting of Council.

**Question 2:** Has McCord road been raised above its previous height by any recent DCM works on that road?

**Answer**
Refer to answer to Question 1 above.

**Question 3:** If it has been raised, by how much?

**Answer**
Refer to answer to Question 1 above.

**Question 4:** Past correspondence between GRFMA and DCM regarding roadworks on Gawler River Road, and other roads on the floodplain, suggested that the modelling for flood mapping should be re-run when floodplain road works are planned to ensure that no alteration of flow patterns occur after the work, and in light of this advice was this done for McCord Road if any part of it is on the floodplain?

**Answer**
Refer to answer to Question 1 above.
# 8.1.6 Bakers Road and Bakers Ford

**CON12/537**

<table>
<thead>
<tr>
<th>Report Date:</th>
<th>24 March 2014</th>
</tr>
</thead>
<tbody>
<tr>
<td>Prepared by:</td>
<td>Cr Picard</td>
</tr>
<tr>
<td>Corporate Objective:</td>
<td>N/A</td>
</tr>
</tbody>
</table>

## Preamble
As of 17.3.2014 there were no gates on the Mallala Council side of the Bakers Ford on Bakers Road, and apart from some very minor amount of cutting of reeds on either side of the ford in the river bed itself no other clearing appears to have taken place there. Large concrete blocks are still evident on the eastern side of Bakers Road on Playford Council side. Mallala Council previously allocated budget funds to replace the old heavy duty gate with a new one and clear out substantial areas east and west of the road crossing in the riverbank.

## Question:
Would Council staff please report on what is happening at Bakers Ford in light of previous Council motions to replace the old heavy duty gate with a new one and clean out areas of the river itself on both sides of the Ford?

## Answer:
Due to the limited time available and other workload / priorities, answers to the question are deferred to the next ordinary meeting of Council.
## 8.1.7 Pederick and Dawkins Roads Intersection

<table>
<thead>
<tr>
<th>Report Date: 24 March 2014</th>
<th>Prepared by: Cr Picard</th>
</tr>
</thead>
<tbody>
<tr>
<td>Corporate Objective: N/A</td>
<td></td>
</tr>
</tbody>
</table>

### Preamble

DCM has recently sealed the section of Pederick Road between Dawkins Road and Gawler River Road and at the same time changed the road alignment at the intersection of Pederick and Dawkins so that Pederick Road (south) is moved by about half a road width to the east. This has caused some residents to be concerned about safety issues at that intersection. At night headlights of vehicles travelling north on Pederick Road south of Dawkins are directly in line with vehicles travelling south who are on Pederick Road north of Dawkins.

I personally experienced this recently and it is most disconcerting. This would be particularly so for a motorist who is not familiar with the new intersection or the area in general. Residents have asked why this was done in this way and why it was not off set in a better way, so I ask the following question,

### Question:

Given the information in the Preamble is the intersection of Pederick Road and Dawkins Road built to standards of safety required for any intersection of two roads both which have an 80KM limit and which could carry considerable traffic at times?

### Answer

Due to the limited time available and other workload / priorities, answers to the question are deferred to the next ordinary meeting of Council.
### Question:
Division 5, 45 of Local Government Act states that,
"(3) A council should consult with its local community in accordance with its public consultation policy about the manner, places and times at which its offices will be open to the public for the transaction of business, and about any significant changes to these arrangements."
and in light of this part of the Act, and considering potential outlay of considerable funds in the near future, will DCM be consulting with its community regarding any changes to the present offices at Mallala and, if so, when will this consultation take place?

### Answer:
Council had previously consulted with the community on establishing a civic precinct within the Two Wells Township development.
Current activities are focussed on developing further detail on what the Civic Precinct would entail through the recently established sub-committee.
Once this sub-committee reports its outcomes to Council and, subject to support by Council, further consultation will occur in line with legislative requirements.
10. PETITIONS

MONDAY 24 MARCH 2014

Item:

10.1 Request for Skate Park in Dublin (CON12/812)
A petition containing 92 names and signatures, together with an accompanying letter from Master Isaac Pepe has been received by Council administration.

The following request is made in the accompanying letter

"I am writing as a resident of Dublin for consideration to apply for a grant to have a small skate park built in Dublin.

Currently the only place to ride our scooters, skateboards etc at the BP Roadhouse which is dangerous due to cars and trucks. If we get a skate park it will encourage people to keep fit, it would also make Dublin a better town.

Please advise me as to how I apply for such a grant."

**Action Taken**

Council administration is considering the request to provide support in applying for a grant.

Further, all Council ovals will be part of a broader master planning process and such community requests will be considered.

Council is aware of another request to establish a skate park in Two Wells.
Items:

12.7 Strategic Projects
12.8 Planning and Building
12.9 Regulatory Services
12.10 Infrastructure Services
Items:

12.7.1 Civic Precinct – Office Accommodation (CON12/895)

Committee Recommendation:

“that Council, having considered Item 12.7.1 Civic Precinct – Office Accommodation dated 11 March 2014, authorises the allocation of $100,000 as part of a budget review for the engagement of an architect and cost estimator in order to progress design work for new office accommodation in line with the initial $2.6 million allocation within Council’s Long Term Financial Plan.”

12.7.2 Strategic Projects Activity Report (CON12/1291)

Committee Recommendation

“that Council, having considered Item 12.7.2 Strategic Projects Activity Report dated 11 March 2014, receives the report.”

12.7.3 Development Plan Amendment Activity Report (CON12/248)

Committee Recommendation 1:

“that Council, having considered 12.7.3 Development Plan Amendment Activity Report dated 11 March 2014, receives the report.”
Items:

12.8.1  Planning and Building Activity Report (CON12/233)

Committee Recommendation:

“that Council, having considered Item 12.8.1 Planning and Building Activity Report, dated 11 March 2014, receives the report.”
Items:

12.9.1  *Regional Public Health Plan (CON14/3)*

**Committee Recommendation**

“that Council, having considered Item 12.9.1 *Public Health and Wellbeing Plan* dated 11 March 2014, endorses the draft plan for the purpose of undertaking public and agency consultation in accordance with the Public Health Act 2011 and Council’s Community Consultation Policy.”

12.9.2  *Expiation Fee for Breach of Council By-laws (CON12/849)*

**Committee Recommendation 1**

“that Council, having considered Item 12.9.2 *Expiation Fee for Breach of Council By-laws* dated 11 March 2014, resolves to allow breaches of by-laws to be dealt with by the issue of an expiation notice.”

**Committee Recommendation 2**

“that Council, having considered Item 12.9.2 *Expiation Fee for Breach of Council By-laws* Dated 11 March 2014, recommends that Council resolves that the expiation fee for breaches of by-laws be set at $100, and reviewed annually as part of the Fees and Charges.”

12.9.3  *Regulatory Services Activity Report (CON12/1191)*

**Committee Recommendation**

Items:

12.10.1 *Asset Management Plan – Stormwater (CON12/429)*

Committee Recommendation

“that Council having considered Item 12.10.1 Asset Management Plan - Stormwater, dated 11 March 2014 endorses the Asset Management Plan as being suitable for the purpose of releasing the plan for public consultation.”

12.10.2 *Dublin Cemetery Vegetation (CON12/330)*

Committee Recommendation

“that Council, having considered Item 12.10.2 Dublin Cemetery Vegetation dated 11 March 2014, receives the report.”

12.10.3 *Dublin Stormwater Management (CON12/783)*

Committee Recommendation

“that Council, having considered Item 12.10.3 Dublin Stormwater Management dated 11 March 2014, receives the report.”

12.10.4 *Mallala Short Stay and Recreation Concept Plan (CON12/961)*

Committee Recommendation

“that Council, having considered Item 12.10.4 Mallala Short Stay and Recreation Concept Plan, dated 11 March 2014, authorises the administration to proceed with the community consultation process in line with Council’s endorsed Consultation Policy for the Short Stay and Recreation Concept Plan.”

12.10.5 *Middle Beach Road – Removal of Concrete Blocks (CON12/984)*

Committee Recommendation 1

“that Council, having considered Item 12.10.5 Middle Beach Road - Removal of Concrete Blocks dated 11 March 2014, receives the report.”
Committee Recommendation 2

“that Council, having considered Item 12.10.5 Middle Beach Road - Removal of Concrete Blocks dated 11 March 2014 commences with Option 3 – Seek to acquire/transfer the portion of property with the road and vest the land as road reserve, in consultation with adjoining property owners, as required.”

12.10.6 Infrastructure Services Activity Report (CON12/1291)

Committee Recommendation

“that Council, having considered Item 12.10.6 Infrastructure Services Activity Report dated 11 March 2014, recommends to Council that the report be received.”
Items:

13.7 Finance
13.9 Corporate Management
13.11 Community Services
Items:

13.7.1 Finance Report (CON12/1198)

Committee Recommendation:

“that Council, having considered Item 13.7.1 Finance Report dated 17 March 2014, recommends to Council that it notes and receives the Finance Report as at 28 February 2014.”
Item:

13.9.1 Corporate and Community Services Report (CON12/1198)

Committee Recommendation

“that Council, having considered Item 13.9.1 Corporate & Community Services Report dated 17 March 2014, receives the report.”

13.9.2 Two Wells Football and Netball Sporting Club Incorporated Proposed Lease (CON12/912)

Committee Recommendation 1

“that Council having considered Item 13.9.2 Two Wells Football and Netball Sporting Club Incorporated Proposed Lease dated 17 March 2014 authorises Council staff to commence the public consultation process regarding the proposed lease agreement.”

Committee Recommendation 2

“that Council having considered Item 13.9.2 Two Wells Football and Netball Sporting Club Incorporated Proposed Lease dated 17 March 2014 authorises Council staff to commence consultation with the Crown to facilitate the requirements of the Crown Land Management Act 2009 regarding the proposed lease agreement.”

13.9.3 Review of Council Meeting Structure (CON12/534)

Committee Recommendation 1

“that Council having considered Item 13.9.3 Review of Council Meeting Structure, dated 17 March 2014 considers and notes the report.”

Committee Recommendation 2

“that Council having considered Item 13.9.3 Review of Council Meeting Structure, dated 17 March 2014, requests administration bring back an Implementation Report for Option 2, (to remove completely the two (2) standing committees and replace them with an additional Ordinary Council meeting), for further consideration.”
13.9.4 Economic Development Advisory Committee Terms of Reference Review (CON12/1099)

Committee Recommendation

“that Council having considered Item 13.9.4 Economic Development Advisory Committee Terms of Reference Review dated 17 March 2014 adopts the revised Economic Development Advisory Committee Terms of Reference.”
Items:

13.11.1 Yorke Peninsula Tourism Funding (CON12/276)

Committee Recommendation 1

“that Council having considered Item 13.11.1 Yorke Peninsula Tourism Funding, dated 17 March 2014 considers and notes the Report."

Committee Recommendation 2

“that Council having considered Item 13.11.1 Yorke Peninsula Tourism Funding, dated 17 March 2014 requests the Chief Executive Officer report back following further discussions.”