

7 October 2005

Dear Elected Member

I wish to advise that the next Council Meeting will be held on Tuesday 11 October 2005 at the Council Chambers Smillie Street Robe commencing at 5.00 pm.

Yours faithfully

G Sanford  
Acting Chief Executive Officer

## **AGENDA**

### **PRESENT**

### **APOLOGY**

### **CONFIRMATION OF MINUTES**

Minutes of the Council Meeting held on 13 September 2005 be taken as read and confirmed.

### **BUSINESS ARISING**

## **MAYOR'S REPORT**

### **REPORTS OF COMMITTEES**

1. Playground Working Party
2. Robe Library Management Committee.

### **RECOMMENDATION**

That the reports/minutes be received and that the recommendations and resolutions contained in the minutes be adopted.

### **REPORTS OF DELEGATES**

### **REPORTS OF ASSOCIATED BODIES**

### **OFFICERS' REPORTS**

1. Chief Executive Officer (green)
2. Manager of Works (gold)
3. Robe Library
4. Robe Visitor Information Centre
5. General Inspector – Animal Management Plan

### **FINANCIAL**

1. Accounts Paid September 2005
2. Budget Comparison 30 September 2005
3. Tenders – Institute re Roofing

### **NOTICES OF MOTION**

Following Notices of Motion have been submitted by Cr Mathews:

**MOTION 1.** That the Public Forum time be put on the monthly Agenda and that Council take their break immediately after the Public Forum.

Then the Ratepayers that are present at Council meetings will know the time for Public Forum and we the Council know when we are going to have our break.

Article I.

Article II. **MOTION 2.** That All Councillors be given a copy of the Robe Corporation Board Executive Officer's Contract.

Which item in the Budget is the Executive Officer's Salary coming from the next 2 years?

**MOTION 3.** That we accept the Sports equipment from a grant that Tom O'Connor obtained through Recreation & Sport Programme.

The Library Management Committee have recommended that we accept the sporting equipment and put it on the inventory at the Library for Residents, Visitors etc to have access to it.

**MOTION 4.** That we make the Lake Butler Expenditure that has been incurred by Council in the Development of the Lake Butler Master plan and the Processes to date Public.

Reason being it is their money that has been spent and they have a right to know how much of it has been spent.

Following Notices of Motion have been submitted by Cr Denning-Wasson

1. **that** the Robe District Council does not support the establishment of a Deep Sea Port in Guichen Bay.  
It is council's opinion that such a development is not in keeping with the ambiance and future vision of our town and community. This proposed development is not consistent with the aspirations and lifestyle of residents, visitors or community in general.

Supporting Comments

*Timbercorp have been quite clear in their direction and vision, we owe them the courtesy of being equally as clear in ours. To date we have not been "in the Loop" (whatever that means exactly) so why not be clear, precise and upfront, just as we would want to be treated\_ourselves.*

2. **that** the next public forum date be set at Monday 5th December @ 7.30 in the Robe Institute.

Supporting comment:

*Prior to peak period, post RVF and budget, change in xmas tree lights.....*

3. **that** future monthly meetings of the Robe District Council be set at the 2<sup>nd</sup> Tuesday of each month to commence at **7pm**. The Meetings to conclude no later than **10.30pm** unless an extension of up to ½ hour is agreed to be the members. The public shall have the opportunity to address the meeting during the public forum which shall commence at **7.30pm**.

Supporting Comment:

*Clearly the current meeting times are selective and costly.*

*Moving the commencement time to 7pm eliminates the need for full catering and associated costs, allows community members and elected members who work during daylight hours the opportunity to participate and with the least disruption to their day.*

*Meeting outside of 'normal' working hours may encourage more interest generally and possibly wider interest in seeking election to council.*

*The industries and employment opportunities in our community do not rely heavily on 24 hour operations so only a minority work shifts.*

4. **that** the Development Assessment Panel meet at a time completely independent to the monthly council meeting

Supporting Comment:

*The current arrangements are quite clearly inadequate. There is obvious and justifiably so confusion for council members to detach from council business and move straight into a Development meeting and take on the role as a member of that panel*

5. **that** the Development Assessment Panel meetings be set at the 1<sup>st</sup> Tuesday of each month to commence at **7pm**.

Supporting Comment:

*The total separation from any other council meeting will allow objectivity and adequate time to deal with applications and any person wishing to address the panel without the pressure of a looming council meeting.*

6. **that** the VIC Working Party objectives and purposes be defined by council.

Supporting Comments:

*This was discussed when the original motion to form such a working party was adopted however there seems to have been no formal and clear direction given by council for this working party since the appointment of members.*

7. **that** the objects and purposes of the VIC Working party be:

- to discuss roles and responsibilities of the VIC
- to discuss operating partnership of VIC and Library
- to discuss operating partnership of VIC , Council and RT&T
- to discuss future direction of VIC.
- To report back to council on outcomes for further consideration

8. **that** minutes of meetings , excluding confidential items, to which council are members thru council appointed delegates, be provided to council. These minutes to be included with the agenda as they are received by council. Delegates to request committees send a copy of minutes direct to council.

Supporting Comment:

*This used to happen but has ceased for whatever reason. KCS Governing Council and RT&T were regular and reliable contributors. Presentation of minutes will support delegates reports and keep council informed of committee directions in all areas.*

9. **that** all elected members also be included in the meeting/workshop as requested by the Lake users on the final design of the Marina including discussion of alternatives between the fishermen, Tim Austin and Ian Smith.

**(addition to 126/2006)**

Supporting Comment:

*Inadvertently excluded from original motion. Inclusion of all councilors is vital in maintaining communication and support with fishermen as was their request some time ago.*

10. **that** the Sporting and Community Assistance Program applications be available at the November council meeting along with the CEOs recommendation and past history approval information to assist with the allocation of funds.

Supporting Comments:

*Applications and documented recipient history not previously presented to council meeting. Would be useful in assessing applications on merit.*

11. **that** guidelines for our community Australia Day Awards be revisited and revised and updated as necessary for consideration in selecting 2006 recipients.
12. **that** the Australia Day Award Policy be adopted

### **Australia Day Awards Policy**

#### **1. Background**

Australia Day Citizen, Young Citizen and Community Event of the Year Awards are presented annually to local citizens/groups who have made outstanding contributions to the community.

The Awards are provided by the National Australia Day Council and are administered by Local Government Authorities throughout Australia on behalf of the Council.

The District Council of Robe views the Australia Day Awards as an opportunity to honour individuals or groups who have made an outstanding contribution to the Robe community.

#### **2. District Council of Robe Australia Day Awards:**

- \_ Citizen of the Year
- \_ Young Citizen of the Year
- \_ Community Event of the Year.

#### **3. Eligibility Criteria:**

##### ***Citizen of the Year:***

A person who is over 25 years of age, must be an Australian Citizen, who either resides, works or studies in the Robe area, who has either made a noteworthy contribution during the current year and/or given outstanding service to the local community over a number of years.

##### ***Young Citizen of the Year:***

A person 12 to 25 years of age. Must be Australian Citizen, who either lives, works or studies in Robe area and who has made a noteworthy contribution during the current year and/or given outstanding service to the local community over a number of years.

##### ***Community Event of the Year:***

A person or group or organization which has staged a noteworthy community event within the council area during the past year.

#### **4. Australia Day Advisory Group:**

The Australia Day Advisory Group comprises:

The Mayor, who chairs the Committee.

Two other nominated Councillors.

One representative of Nominated Service Organisation

.

The role of the Committee is to:

- judge the entries in accordance with the judging criteria and select winners.
- Promote Australia Day Award nominations and event in the community.
- assist with the organisation of the day in accordance with the event format stipulated in this policy.

#### **5. Australia Day Awards Schedule:**

Announcement of Awards to the community: by October  
Closing Date for Nominations: Early December  
Judging period: Mid December  
Announcement of Award Winners: January Council meeting

**6. District Council of Robe Australia Day Award Celebrations:**

- To be held on Australia Day, 26 January of each year.
- The format of the event to include a Flag Raising
- The event to be open to the community and to include activities of interest to the whole community.
- The Award presentation to involve Mayor and immediate past award recipients.

**7. Protocols:**

- The role of the Australia Day Council to be acknowledged where appropriate in publicity associated with the Awards.

\* All past recipients of Category Awards to be invited to attend Australia Day Ceremony.

**8. Budget:**

This event should have a set annual budget to incorporate cost of: catering, venue, administrative support, advertising and promotion of the Awards.

**9. Judging criteria:**

The judging of the entries is made by the Australia Day Advisory Group and is based on how each entry succeeds in reflecting the following values embodied in the award:

**Citizen of the Year:**

- Criteria guidelines to be used in assessing the Citizen of the year includes:
- Demonstrated commitment to the betterment of the community.
- Is law abiding.
- Undertakes activities which have short and long term benefits for others.
- Provides a positive role model for others.
- Takes the lead.
- Shows vision.
- Undertakes activities that promote the welfare and well being of the community.
- Contributions made by nominee, have either been done on voluntary basis or exceed the normal requirements of the person's paid work.

**Young Citizen of the Year:**

Criteria guidelines for assessing the Young Citizen of the year includes:

- Participates in the community.
- Active in youth issues.
- Leads a balanced life.
- Is caring, compassionate and sharing.
- Shows vision.
- Takes the lead.
- Positive role model to peers.

- Accepts responsibility for self and others.
- Showed outstanding achievement in: e.g. academic, sporting, cultural, environment or civic responsibility.

**Community Event of the Year:**

Community event of the year is bestowed upon an individual or organisation or community group who have staged a noteworthy event during the preceding year to the award. The event nominated should reflect some or all of the following:

- Purpose of Event
- Outcome Achieved
- Impact of event on Community.
- Community participation in event
- Budget allocated
- How does outcome achieved reflect the values of the Australia Day Awards as set out above?

**10. Conditions of entry:**

- Nominations must be submitted on Council's official nomination form, along with any additional information.
- Nominations should be received by 5 PM on closing date
- Nominations should include the name and contact number of one referee that can provide supporting evidence to the nomination.
- In the event that no nominations are received in any of the categories, the Australia Day Advisory Group reserves the right to grant the award to a group, event or citizens of its choice.
- The decision of the Australia Day Advisory Group is final and no correspondence will be entered into in regards to that decision.

**11. General Principals:**

Where the Advisory Group feels that no nominations for an Award Category satisfactorily meet the criteria, no Award will be given in that Award Category for that year.

No public announcement of the successful nominee(s) shall be made public until that Chairperson of the Advisory Group has notified the nominees.

All unsuccessful nominees shall remain confidential

All unsuccessful nominees received in a year (other than nominations for the Community Event of the Year) will automatically be nominated in the following year's Awards, following approval from the nominating individual or organization. The nominations will not be automatically resubmitted thereafter, unless a new nomination for that person is received.

Successful recipients shall have their name recorded on an honour board to be displayed in the Robe Institute and record of nomination kept on file in the Robe Public Library and Visitor Information Centre.

**12. Citizenship Presentation**

Citizenship Presentations may be included in the Australia Day Award Ceremony should if be requested by members of the community who have recently applied for and been granted citizenship.

13. **that** 2005 Australia Day Award recipients be invited to attend the 2006 ceremony to assist with the presentation of the awards

Supporting Comments:

*This should be an important official duty of immediate past recipients and they should be an active participant of the ceremony possibly thru the pinning of and Australian badge on the new recipient.*

14. **that** all past Australia Day Award recipients be sent personal invitations to attend future Australia Day Ceremonies.

Supporting Comment:

*This will clearly show recipients the continuing appreciation of community and indeed council of their contributions.*

15. **that** relevant information pertaining to community access in contacting elected members, corresponding with council, council employee contact information in the event of out of hours emergency (ie CED pump station lights, public toilet damage, non descript damage of council property , illegal camping, dog issues or any other animal issue etc) be a regular feature in the Community Newsletter.

Supporting Comment:

*Not everyone has ready access if at all to the internet , most locals can lay their hands on a community news. Will encourage community to report appropriate issues to council staff for action.*

*The web address on the community news needs to be corrected also*

16. **that** council have a training and development workshop 1.5 hours prior to the November 8<sup>th</sup> monthly council meeting. That the workshop include discussion areas dealing with meeting protocol and procedure, LGA support and access points, councilor support and information network.

Supporting Comment:

*Workshops are a conjute to building strong teams, and opportunity to share thoughts, ideas and knowledge informally. We should all be building and seeking knowledge and looking within at these times of budgetary constraint.*

## QUESTIONS ON NOTICE

Following Questions on Notice submitted by Cr Mathews

1. Has a letter been forwarded to Mr Mark Savage in reply to his letter of 20<sup>th</sup> January 2005 giving him the clear and precise reasons why he was refused the Council Rebate for 2004/2005?

I want to see this matter cleared up once and for all; it is only courtesy to reply to his letter with the information he is seeking.

2. I would like clarification of the current outstanding action

Item No 8 Evaluation of three tenders - are these for the purpose of costing the Marina Project – as I have a problem with the word tender to my knowledge Council have not given permission for the calling of tenders or signed off on this Marina?

3. Did Council reply to a letter dated 1<sup>st</sup> July 2005, from the Lawyers acting on behalf of Mrs Harrold re the acquisition of her land? I would ask for Councillors to be updated re this matter.



4. Is there any reason why Council cannot release Attachment C of our Council's Financial sustainability Status?
5. What is the difference between Commercial in Confidence and Confidential?
6. Where are we with the two outdoor seats and one table for Pioneer Park that was passed by resolution No 267/2004?
7. Is there any further information about the pathway that used to be opposite Lakeside, Lake Charra?
8. Is the area on the Eastern side of Guichen Bay Motors were Foodland Employees Park Council owned or Private land?
9. Is the seat on the North side of the Institute going to be put back?
10. My question is can a Subsidiary give a 2 year contract when no Business Plan has been finalised No Fishermen have signed a Lease as the Lake Butler has still not been made over to Robe Council?
11. How can the Subsidiary be wound up if we still have a commitment to retain Mr Duffy?
12. Surely there would be a clause in his contract that would state if the Marina did not happen he would be unemployed?
13. Do the Council need to give permission for the volunteers to put lights and generator behind the railings at the Obelisk the same as happened for the 2002 Encounter Celebrations?
14. Can units be built on Hawden House Site?
15. Is there any reason that the Map Table in Interpretive Centre could not be removed and placed on a wall somewhere?

It would certainly provide a lot more space for visitors etc?

Following Questions on Notice submitted by Cr Denning-Wasson

1.
  - (a) When the CEO retires what are the details of his retirement remuneration package?
  - (b) Who has the responsibility of selecting CEO or Senior Management personnel?
  - (c) How can Council be involved in the selection process of senior management personnel?
  - (d) What is the process / procedure which could allow our council to consider employing future senior management staff on performance based contracts?
2. Which other councils within the state are of similar size to ours? Population and / or by area.
3.
  - (a) If a council was to consider controlled population growth in their area what is the procedure and where can information be found on this?

- (b) What other councils, Australia wide, and in particular within our state, have implemented this form of control?
4. Is the Robe Public Library and Visitor Information Centre closed to the public during the Robe Village Fair weekend? If not how does the public access it with out incurring the admission fee to the fair, if it is closed should this not be a formal decision of council?
  5. Robe Village Fair Sponsorship - what bonuses are received as a part of this sponsorship and how are they distributed?
  6. Robe Village Fair – given a specified total area is enclosed by security fencing is there a maximum number of people allowed in the area at any one time?
  7. What 'formal' qualifications do current senior management personnel hold? Please clarify (to those of us who are not okay with such terminology)and expand on those qualifications listed on the web site-  
CEO: Dip LGAA, FLGMA.... Development: MAIBS, MWOBO....Works? :Library?
  8. Request for road closures by persons or organizations other than council – what is the protocol / procedure of such a request.
  9. Regards the proposed marina in Lake Butler how is the issue of potential mooring of houseboats and the possible opportunity for these to be used as holiday residences and /or accommodation on a regular or permanent basis been addressed?
  10. Has the Marina Corporation presented a status report, specifically reporting on progress of business plan, financial reports, expressions of interest from professional fishermen, etc to council at any time over the past 9 months?
  11. Does our council have any policy regarding the removal of mature aged trees on private property?
  12. What is the 'situation' / where is' council at' with the land acquisition application lodged in April (?) regarding Mrs Harold's land.
  13. Will the lease of Lake Butler from Transport SA to Council be considered by the full council meeting? Do we have an update as to where we are at with this lease agreement and when can we expect it to be presented to council?
  14. Specifically what is the hold up with the new Development Plan. It has been alluded that there were ' a few issues to be clarified' what issues and has this been done and is it with the Minister now?
  15. What are the guidelines, specification and standards for a roundabout.
  16. What are the guidelines, specifications and standards for road widths and cul de sac turning areas?

## CORRESPONDENCE Section A

1. Robe Tourism & Traders Association - VIC Upgrade (see attached)

Officers Comment – Recommend that the letter be received, this will be part of the VIC Working Party; their first meeting will be in the second week of October.

2. Minister for State/Local Government Relations – advice of grant for Boatswain Point Road.

Officers Comment – Recommend that the letter be received.

3. Robe Sports & Recreation Association – Rates (see attached).

Officers Comment – A 75% rebate will reduce the Associations' rates by \$3622.80 Council decision required.

4. Robe Sports & Recreation Association – public toilets (see attached).

Officers Comment – Recommend that Council agreed to clean the toilets as previously.

5. Robe RSL – Rates (see attached).

Officers Comment – Rates raised for 2005/06 was \$ 1147.22. Last year Council gave a 75% reduction. Council decision required.

6. Robe and District Ratepayers & Residents Association – Robe Marina (see attached).

Officers Comment – Recommend that the letter be received.

7. Office of the Liquor & Gambling Commissioner – Dry areas (see attached).

Officers Comment – In the past years the foreshore, Lannum Park, Lipson Park and Long Beach were declared dry areas for New Years Eve. The period has been 1.00 pm on 31 December 2005 to 9.00 am 1 January 2006. Council decision required.

8. Federal Minister for Local Government – Local Government & Planning Ministers Council (see attached).

Officers Comment – Recommend that the letter be received.

9. Office for Recreation and Sport – Working with Local Government – A guide for Sport and Recreation Organisations (see attached).

Officers Comment – Recommend that the letter be received.

10.Premier – Premier’s Community Initiatives Fund (see attached).

Officers Comment – Recommend that the letter be received.

11.Ombudsman – Trees Spots Hill Road (see attached).

Officers Report – Council decision required.

12.RC Savage – Rates Frome Street (see attached).

Officers Comment – Mr Savage has been advised. Recommend that the letter be received.

13.Minister for Housing – Affordable Housing Innovation Program (see attached).

Officers Comment – Recommend that the letter be received.

14.Department of the Environment & Heritage – Calcarenite Dune Woodland of South Eastern Australia (see attached).

Officers Comment – Further information will be available when the documents are emailed.

15.J Sutherland – Archery – Greenways Oval (see attached).

Officers Comment – Recommend that the letter be received.

16.SE Local Government Association – Issues for 14 October 2005 SELGA Meeting (see attached).

Officers Comment – Recommend that the letter be received and direction given to SELGA delegates.

17.Robe Lifestyle Properties – Registration of Interest Bush Inn Robe (see attached).

Officers Comment – Recommend that Council support the concept in principle and that the Mayor and Chief Executive Officer meet the parties to discuss the matter further and report back to Council.

18.Robe Branch National Trust – Customs House (see attached).

Officers Comment – The money contributed to the Gum San Museum was for a special display on Robe. Recommend that the letter be received.

19.Local Government Association of SA – Public access to Council Performance Information (see attached).

Officers Comment – Recommend that the letter be received.

20. Local Government Association of SA – Independent Inquiry into the Financial Sustainability of Local Government (see attached).

Officers Comment – Recommend that the letter be received.

21. Local Government Association of South Australia – Weed Control on Road Reserves (see attached).

Officers Comment – Recommend that Council resolves as follows –  
“Pursuant to Section 221 of the Local Government Act 1999, it is an offence for a person to make an alteration to a public road which includes the interference with vegetation on a road or the removal of vegetation from a road without an Authorisation to do so from the relevant Council. For the purpose of controlling declared plants on roads in its area, the District Council of Robe hereby authorises land owners adjoining the road reserve in its Council area who would otherwise be required to pay the costs and expenses of such removal to the Lacepede, Tatiara Robe Animal and Plant Control Board, to remove from the road reserve the declared plants and only the declared plants pursuant to the Natural Resources Management Act 2004. Before undertaking any such removal, the land owner must consult with the Lacepede Tatiara Robe Animal and Plant Control Board with regard to the control methods to be used. The land owner shall accept full responsibility for and must ensure that any weed control activity including the use of chemicals and/or spraying does not interfere with or cause damage to the road reserve other roadside vegetation or in anyway effect the property of any other person.  
The notice is valid for the period 11 October 2005 up to and including 31 December 2005 unless revoked by further notice”.

22. Local Government Association of SA – Development Bill 2005 (see attached).

Officers Comment – Recommend that the letter be received.

23. Local Government Association of SA – Draft template for Native Title Agreements (see attached).

Officers Comment – Recommend that the letter be received.

24. Local Government Association of SA – Rate Bill in Parliament (see attached).

Officers Comment – Recommend that the letter be received

25. Local Government Association of SA – Living with possums (see attached).

Officers Comment – Recommend that the letter be received.

26. Local Government Association of SA – Comparative Performance Measurement Project (see attached).

Officers Comment – Recommend that the letter be received.

27. Local Government Association of SA – Administrative Actions arising from the Elections Act 2005 (see attached).

Officers Comment – Recommend that the letter be received.

**Section B.**

31. Annual Report - Local Government Association of SA.

- Limestone Coast Tourism.
- Power Line Environment Committee.
- Local Government Finance Authority.
- Limestone Coast Regional Development Board
- Limestone Coast Division of General Practice.

**OTHER  
BUSINESS**