

District Council of Robe

**MINUTES**

Minutes of the Ordinary Council Meeting held 9 July 2013, commencing at 6.00 pm at the District Council of Robe Chambers, Smillie Street Robe.

**ACKNOWLEDGEMENT**

Acknowledgement of Traditional Owners

The District Council of Robe acknowledges and respects the traditional owners of the ancestral lands of the Robe district. We acknowledge elders past and present and we respect the deep feelings of attachment and relationship of Aboriginal peoples to this country.

**WELCOME** Mayor Riseley welcomed the Elected Members, Staff and Gallery.

**PRESENT** Mayor Peter Riseley; Crs Rino Dell'Antonio, Jenny Mathews, John Enright, Harvey Nolan, Kristina Alexander and Lawrence Polomka.

**STAFF IN ATTENDANCE**

Chief Executive, Mr Roger Sweetman, Deputy Chief Executive, Mr Lyndon Prior, Works Operation Coordinator, Mr Trevor Hondow and Minute Taker, Ms Anne-Marie Peters.

**APOLOGIES** Nil

**CONFLICT OF INTEREST**

Nil

Cr Dell'Antonio entered the meeting at 6.02pm  
Cr Enright entered the meeting at 6.02pm

## PUBLIC FORUM

5.1 Representations on Draft 2013/2014 Business Plan  
Ms Fiona McInnes made a personal representation in support of her written submission on the Draft 2013/2014 Business Plan.

5.2 Submissions on Draft 2013/2014 Business Plan

Cr Alexander moved that **the correspondence titled “Submissions on Draft 2013/14 Business Plan” be received and noted.** (1/2014)

Seconded Cr Nolan

Carried

Cr Alexander left the meeting at 6.29pm  
Cr Alexander entered the meeting at 6.31pm

Mr John Hinge

Presented a new concept plan for the entrance and carpark of the Marina.

Cr Polomka left the meeting at 6.44pm  
DCE left the meeting at 6.44pm

DCE entered the meeting at 6.45pm  
Cr Polomka entered the meeting at 6.46pm

William Peden

PLEC undergrounding on Esplanade.

Robert Seymour

PLEC undergrounding on Esplanade.

**ADDRESS** Nil

**ADJOURNED MATTERS**

7.1 Robe Marina – Community Energy Efficiency Program Grant Application

Cr Nolan moved that **the District Council of Robe having considered Report No 7.1 “Robe Marina – Community Energy Efficiency Program Grant application” advise the Department of Resources Energy and Tourism that Council does not wish to accept the grant as Council is unable to proceed with the project. (2/2014)**

Seconded Cr Polomka

Carried

7.2 Power Line Environment Committee (PLEC) – Underground Power Esplanade

Cr Mathews moved that **the District Council of Robe having considered Report No 7.2 “Power Line Environment Committee (PLEC) – Underground Power Esplanade” lodge a registration of interest to underground power along the Esplanade with the Power Line Environment Committee and request that SA Power Networks provide a design and costing of the project. (3/2014)**

Seconded Cr Dell’Antonio

Carried

Deputy Chief Executive left the meeting at 7.09pm  
Deputy Chief Executive entered the meeting at 7.10pm

**CONFIRMATION OF MINUTES**

8.1 Ordinary Council Meeting Minutes 11 June 2013

Cr Mathews moved that **the minutes of the Ordinary Council meeting held on 11 June 2013 be taken as read and confirmed as a true and accurate record of the proceedings of that meeting. (4/2014)**

Seconded Cr Alexander

Carried

8.2 Confidential Council Meeting Minutes 11 June 2013

Cr Dell'Antonio moved that **the minutes of the Confidential Council meeting held on 11 June 2013 be taken as read and confirmed as a true and accurate record of the proceedings of that meeting. (5/2014)**

Seconded Cr Nolan

Carried

8.3 Special Council Meeting Minutes 27 June 2013

Cr Alexander moved that **the minutes of the Special Council meeting held on 27 June 2013 be taken as read and confirmed as a true and accurate record of the proceedings of that meeting. (6/2014)**

Seconded Cr Mathews

Carried

8.4 Special Confidential Council Meeting Minutes 27 June 2013

Cr Nolan moved that **the minutes of the Special Confidential Council meeting held on 27 June 2013 be taken as read and confirmed as a true and accurate record of the proceedings of that meeting. (7/2014)**

Seconded Cr Mathews

Carried

**BUSINESS ARISING FROM MINUTES**

Nil

## MAYOR'S REPORT

### Neighbour Alert

Do you ever consider the health or well being of your neighbours? While we all respect the privacy of our neighbours, there is the need to be observant of patterns or events outside of normal routines.

Recently a senior citizen of our town spent six days locked in a room. Despite attempts to exit via a window and calls for help there was no assistance. Fortunately there was water available and help finally arrived.

Under different conditions this had the potential for an outcome with ramifications effecting health and life. It is a very important reminder of the need for us all to be observant and think about our neighbours.

### Potholes in Robe Street

There have been enquires regarding the deep potholes in Robe Street. The repairs are the responsibility of SA Water. While it would seem logical that Council could quickly and efficiently repair the hazard it would impose a cost to Council and ratepayers. The onus is on SA Water to repair and rectify the problems associated with their works.

### Acknowledgement of Tourism Achievements

In last month's report I acknowledged the Robe VIC and the Lakeview Motel. It has been brought to my attention that several other Robe businesses have achieved awards from trip advisor. Melaleuca Motel and Apartments has received certificate of excellence 2011, 2012 and 2013 and Best Western International Quality award winner. Robe Town Motor Inn has also been recipient of the award 2011, 2012 and 2013, and the Robe Harbour View Motel has also been a winner the past three years.

My intent in reporting the news was focused on sharing news of positive success stories on Robe businesses not on being biased or selective. Sharing the news is dependent on knowledge, if you have news of this nature please inform Council and the message can be shared with the wider community.

### Launch of New Defibulator Units

Friday 5<sup>th</sup> of July was the launch and demonstration day of the new defibulator units. The units were identified as a worthy acquisition based on the work of the Community Bank at its community forum.

Robe Community Bank partnered with the Robe and District Lions Club to secure two units for the community. One has been situated at the Robe Golf Club and the other unit at the eastern side of the Robe pharmacy. St Johns Ambulance staff demonstrated the simplicity of using the units in cases of cardiac arrest. The device employs direction by voice prompts and accesses and coaches through each step of the process.

Robe is the first town in rural South Australia to receive installation of the units thanks to the foresight and efforts of the Robe Community Bank and the Robe and District Lions Club.

## **ELECTED MEMBER REPORTS**

### Cr Rino Dell'Antonio

- 11/6/13 Council Meeting
- 26/6/13 Elected Member Workshop
- 27/6/13 Special Council Meeting

### Cr Harvey Nolan

- 12/6/13 Meeting with CE and John Hinge – Marina Carpark
- 18/6/13 Robe Marina Committee Meeting
- 27/6/13 Special Council Meeting

### Mayor Peter Riseley

- 12/6/13 Meeting with CE and Senior Coastal Project Officer
- 14/6/13 Lions Club Change Over Dinner
- 18/6/13 Meeting with Robert Miles and Cr Mathews – Art Walk
- 18/6/13 CDAP Meeting
- 18/6/13 Robe Marina Committee Meeting
- 19/6/13 Marine Parks Council Meeting - Adelaide
- 20/6/13 NRM Council Conference – Adelaide
- 24/6/13 Mosaic Project Briefing
- 26/6/13 Elected Member Forum
- 27/6/13 Special Council Meeting
- 2/7/13 Beach Energy Meeting – Wattle Range Council
- 5/7/13 Community Bank/Lions Club Defibrillation Demonstration
- 9/7/13 Council Meeting

## COUNCIL COMMITTEES

### 12.1 Audit Committee Minutes 5 June 2013

Cr Enright moved that **the minutes of the Audit Committee meeting held on 5 June 2013 be received.** (8/2014)

Seconded Cr Polomka

Carried

### 12.2 CDAP Minutes 18 June 2013

Cr Mathews moved that **the minutes of the CDAP meeting held on 18 June 2013 be received.** (9/2014)

Seconded Cr Enright

Carried

### 12.3 Robe Marina Committee Minutes 18 June 2013

Cr Nolan moved that **the minutes of the Robe Marina Committee meeting held on 18 June 2013 be received.** (10/2014)

Seconded Cr Dell'Antonio

Carried

## OFFICER'S REPORTS – Chief Executive

### 14.1.1 Management of Coastal Issues

Cr Mathews moved that **the District Council of Robe having considered Report No 14.1.1 “Management of Coastal Issues”:**

- (a) **Correspond with the Coast Protection Board seeking funding to assist Council to move sand from Karatta Beach to Town Beach to replenish the sand on Town Beach and the coastal dune.**
- (b) **Correspond with the Coast Protection Board accepting their offer of financial assistance to undertake repairs to the groyne on Town Beach and**

- seeking their input into the location and construction of an access to town beach for earthmoving equipment.**
- (c) Correspond with the Lessee's of the Sea Vu Caravan Park requesting a meeting to discuss issues associated with the recent cliff failure within the caravan park.**
  - (d) Engage Access Planning to prepare a draft Beach Access Strategy for the section of the foreshore between the Robe Bowling Club and Dennis Ave. (11/2014)**

Seconded Cr Nolan

Carried

14.1.2 Leukaemia Foundation Corporate Paver Promotion – Seeking Council Sponsorship

Cr Polomka moved that the District Council of Robe having considered Report No 14.1.2 “Leukaemia Foundation Corporate Paver Promotion – Seeking Council Sponsorship” provide sponsorship.

Cr Polomka withdrew as mover of the motion

Cr Alexander moved that **the District Council of Robe having considered Report No 14.1.2 “Leukaemia Foundation Corporate Paver Promotion – Seeking Council Sponsorship” provide sponsorship of \$400.00.** (12/2014)

Seconded Cr Nolan

Carried

14.1.3 Council Seal – De-sludging Contract Envirogen

Cr Nolan moved that **the District Council of Robe having considered Report No 14.1.3 “Council Seal – De-sludging Contract Envirogen” authorize the Mayor and Chief Executive to sign the contract and attach the Council seal.** (13/2014)

Seconded Cr Mathews

Carried



14.1.4 Fun Fair – Summer Holiday Period – Consideration of Community Responses

Cr Alexander moved **that the District Council of Robe having considered Report No 14.1.4 “Fun Fair –Summer Holiday Period – Consideration of Community Responses” undertakes further consultation with the community on a proposal to allow the operation a Fun Fair for a period of 7 days, operating hours no later than 9.30pm, in the 2014 summer holidays at either the Robe Football Oval or Long Beach Reserve opposite the Caravan Park. (14/2014)**

Seconded Cr Nolan

Carried

14.1.5 Future of Greenways Hall

Cr Mathews moved **that the District Council of Robe having considered Report No 14.1.5 “Future of Greenways Hall” inform the community that Council is prepared to work with the local community to provide facilities at Greenways to service the local community and visitors to the area. (15/2014)**

Seconded Cr Enright

Carried

Cr Enright moved **that the District Council of Robe having considered Report No 14.1.4 “Future of Greenways Hall” instruct the Chief Executive to prepare a report on the work involved and indicative costs associated with:**

1. **The demolition of the existing Hall,**
2. **Restoration of the Hall,**
3. **Rehabilitation of the site,**
4. **Upgrading the Tennis Club Rooms to provide a joint facility for the local branch of the Country Fire Services and the local community, that includes the preservation of the local honor boards,**
5. **Installation of toilet facilities at the site that can service the Tennis Club rooms and visitors to the location. (16/2014)**

Seconded Cr Dell’Antonio

Carried

**Cr Nolan moved that this report be presented to Council for consideration prior to the formulation of the 2014-2015 Annual Business Plan and Budget. (17/2014)**

Seconded Cr Dell'Antonio

Carried

14.1.6 Limestone Coast Regional Development Australia – New Agreement

**Cr Mathews moved that the District Council of Robe having considered Report No 14.1.6 “Limestone Coast Regional Development Australia – New Agreement”:**

- (a) Note that a new 2 year funding agreement will be negotiated between the South East Local Government Association( SELGA) ( representing the member Councils ) and the Limestone Coast Regional Development Australia, and**
- (b) Nominate Mayor Riseley as an additional Council representative upon the SELGA Working Party to develop the new Key Performance Indicators and reporting requirements to be included in the new funding agreement.**
- (c) Nominate the Deputy Mayor as a proxy for Mayor Riseley. (18/2014)**

Seconded Cr Dell'Antonio

Carried

14.1.7 Regional Development Australia Fund (RDAF)

**Cr Enright moved that District Council of Robe having considered Report No 14.1.7 ”Regional Development Australia Fund (RDAF) Round 5 – Marina Precinct Redevelopment” nominate the Redevelopment of the Marina Precinct as Council’s project for round 5 of the RDA Funding. (19/2014)**

Seconded Cr Nolan

Carried

14.1.8 Tourism Regional Development Grants

Cr Polomka moved **that the District Council of Robe having considered Report No 14.1.8 "Tourism Regional Development Grants" withdraws the report. (20/2014)**

Seconded Cr Enright

Carried

14.1.9 Road Realignment Lipson Terrace Robe

Cr Mathews moved **that the District Council of Robe having considered Report No 14.1.9 "Road Realignment Lipson Terrace Robe" engage surveyors to undertake a process pursuant to the Roads (Opening and Closing) Act 1991 to correctly align Lipson Terrace adjacent the Chinese Monument. (21/2014)**

Seconded Cr Dell'Antonio

Carried

**Cr Enright that the District Council of Robe having considered report No 14.1.9 "Road Re-alignment Lipson Terrace Robe" authorize the Mayor and Chief Executive to sign and attach the Council seal to the memorandum of transfer relating to Certificate of title volume 5796 Folio 622 Lipson Terrace Robe. (22/2014)**

Seconded Cr Alexander

Carried

14.1.10 Review of Council's Strategic Plan

Cr Mathews moved **that the District Council of Robe having considered Report No 14.1.10 "Review of Council's Strategic Plan" hold planning days on September 24 2013 and October 22 2013 at 5.30pm as part of the Elected Members Forum, to commence the review of Council's Strategic Plan. (23/2014)**

Seconded Cr Enright

Carried

## OFFICER'S REPORTS – Deputy Chief Executive

### 14.2.1 Annual Business Plan and Rates Adoption 2013-14

#### 1. Adoption of Annual Business Plan

Cr Nolan moved **that the District Council of Robe having considered Report No. 14.2.1 “Annual Business Plan, Budget and Rates Adoption 2013-14”, pursuant to and in accordance with Section 123 of the Local Government Act 1999 and Regulation 6 of the Local Government (Financial Management) Regulations 2011, and having considered submissions in accordance with Section 123(6) of the Local Government Act 1999, adopt the 2013/2014 Annual Business Plan, as presented. (24/2014)**

Seconded Cr Mathews

Carried

#### 2. Budgeted Financial Estimates

Cr Polomka moved **that the District Council of Robe having considered Report No. 14.2.1 Annual Business Plan, Budget and Rates Adoption 2013-14, pursuant to and in accordance with Section 123 of the Local Government Act 1999 and Regulation 7 of the Local Government (Financial Management) Regulations 2011, the Council adopt the budget as presented comprising the following Budget Financial Statements for 2013/2014, having considered the Budget in conjunction with, and determined it to be consistent with the 2013/2014 Annual Business Plan:**

- **Budgeted Statement of Comprehensive Income**
- **Budgeted Statement of Cash Flows**
- **Budgeted Balance Sheet**
- **Budgeted Statement of Changes in Equity**
- **Budgeted Uniform Presentation of Finances**

(25/2014)

Seconded Cr Dell'Antonio

Carried

3. Adoption of Capital Valuation

Cr Nolan moved that the District Council of Robe having considered Report No. 14.2.1 "Annual Business Plan, Budget and Rates Adoption 2013-14" in accordance with Section 167 (2) (a) of the Local Government Act 1999, the Council adopt for the financial year ended 30 June 2013, the most recent valuations of the Valuer-General available to the Council of Capital Values that are to land in the area of the Council for rating purposes, with the total of valuations being \$965,788,520. (26/2014)

Seconded Cr Enright

Carried

4. Declaration of Rates

4.1 General Rate

Cr Dell'Antonio moved that the District Council of Robe having considered Report No. 14.2.1 "Annual Business Plan, Budget and Rates Adoption 2013-14" having taken into account the general principles of rating contained in Section 150 of the Local Government Act 1999 and the requirements of Section 153(2) of the Local Government Act 1999, pursuant to Sections 152(1)(a) and Section 153 (1)(a) of the Local Government Act 1999, the Council declare a single General Rate of 0.3351cents in the dollar on the assessed Capital Values of all rateable land in its area for the financial year ended 30 June 2014. (27/2014)

Seconded Cr Nolan

Carried

4.2 Maximum Increase

Cr Nolan moved that the District Council of Robe having considered Report No. 14.2.1 "Annual

**Business Plan, Budget and Rates Adoption 2013-14” pursuant to Section 153 (3) of the Local Government Act 1999 the Council determine that it will NOT fix a maximum increase in the general rate to be charged on rateable land within its area that constitutes the principal place of residence of a principal ratepayer. (28/2014)**

Seconded Cr Enright

Carried

#### 4.3 Annual Service Charges

##### 4.3.1 Garbage and Recycling Collection Service

Cr Alexander moved **that the District Council of Robe having considered Report No. 14.2.1 “Annual Business Plan, Budget and Rates Adoption 2013-14” pursuant to and in accordance with Section 155 of the Local Government Act 1999, the Council impose an annual service charge based on the level of usage of the service, on all land to which Council provides or makes available the prescribed service of the collection, treatment or disposal of waste known as the Garbage and Recycling Collection Service \$315.00 in respect of each set of bins, or part thereof provided, on the basis that the sliding scale provided for in Regulation 9B (2) of the Local Government (General) Regulations will be applied to reduce the service charge payable, as prescribed. (29/2014)**

Seconded Cr Mathews

Carried

##### 4.3.2 Garbage Collection Service

Cr Nolan moved **That the District Council of Robe having considered Report No.14.2.1 “Annual Business Plan, Budget and Rates**

**Adoption 2013-14” pursuant to and in accordance with Section 155 of the Local Government Act 1999, the Council impose an annual service charge for the year ended 30<sup>th</sup> June 2014 based on the level of usage of the service, on all land within the Boatswains Point area to which Council provides or makes available the prescribed service of the collection, treatment or disposal of waste known as the Garbage Collection Service of \$175.00 in respect of each set of bins, or part thereof provided on the basis that the sliding scale provided for in Regulation 9B (2) of the Local Government (General) Regulations will be applied to reduce the service charge payable. (30/2014)**

Seconded Cr Dell’Antonio

Carried

#### 4.3.3 CWMS Annual Service Charge

Cr Enright moved that the District Council of Robe having considered Report No. 14.2.1 “Annual Business Plan, Budget and Rates Adoption 2013-14” pursuant to and in accordance with Section 155 of the Local Government Act 1999 and Regulation 9A (3)(b) of the Local Government (General) Regulations 1999, and in accordance with the CWMS Property Units Code, the Council impose an annual service charge for the year ended 30<sup>th</sup> June 2014 based on the nature of the service and level of usage of the service and varying according to whether the land is vacant or occupied on all land to which Council provides or makes available the prescribed services for the collection, treatment or disposal of waste known as Community Waste Water Management Systems in respect of all land serviced by these schemes as follows:

- Occupied with desludging - \$480.00 per property unit
  - Occupied without desludging - \$430.00 per property unit
  - Unoccupied - \$385.00 per property unit
- (31/2014)

Seconded Cr Dell'Antonio

Carried

4.4 Separate Rates – South East Natural Resources Management Board Levy

Cr Dell'Antonio moved that the District Council of Robe having considered Report No. 14.2.1 “Annual Business Plan, Budget and Rates Adoption 2013-14” pursuant to Section 95 of the Natural Resources Management Act 2004 and Section 154 of the Local Government Act 1999, in order to reimburse Council for amounts contributed to the South East Natural Resources Management Board, the Council declare for the financial year ended 30 June 2014 a separate rate based on a fixed charge on all rateable land in the area of the Council and the Board of \$40.00 per assessment. (32/2014)

Seconded Cr Enright

Carried

5. Minimum Amount Payable by way of General Rates

Cr Nolan moved that the District Council of Robe having considered Report No. 14.2.1 “Annual Business Plan, Budget and Rates Adoption 2013-14” pursuant to Section 158 (1)(a) of the Local Government Act 1999 and in accordance with Section 158 (2) of the Local Government Act 1999 the Council declares that for the financial year ended 30 June 2014 the minimum amount payable by way of rates in respect of any one piece of rateable land in the Council area shall be \$610.00. (33/2014)



6. Seconded Cr Alexander Carried  
Payment of Rates

Cr Polomka moved that the District Council of Robe having considered Report No. 14.2.1 “Annual Business Plan, Budget and Rates Adoption 2013-14” and pursuant to Section 181 of the Local Government Act 1999, the Council declares that all rates declared or payable for the year ending June 2014 will fall due in four equal or approximately equal instalments with the:

- First instalment payable on 2<sup>nd</sup> September 2013
- Second instalment payable on 2<sup>nd</sup> December 2013
- Third instalment payable on 3<sup>rd</sup> March 2014
- Fourth instalment payable on 2<sup>nd</sup> June 2014.  
(34/2014)

Seconded Cr Mathews Carried

#### 14.2.2 Fees & Charges Schedule 2013-14

Cr Enright moved that the District Council of Robe having considered Report No. 14.2.2 “Fees & Charges Schedule 2013-14” adopts the attached fees and charges schedule as its Fees and Charges Schedule for 2013-14. (35/2014)

Seconded Cr Dell’Antonio Carried

#### 14.2.3 Policy Review Internal Controls

Cr Enright moved that the District Council of Robe having considered Report No. 14.2.3 “Policy Review Internal Controls” adopts the draft Asset Capitalisation Policy as its Asset Capitalisation Policy. (36/2014)

Seconded Cr Nolan Carried

**Cr Dell'Antonio moved that the District Council of Robe having considered Report No. 14.2.3 "Policy Review Internal Controls" adopts the draft Fraud & Corruption Policy as its Fraud & Corruption Policy. (37/2014)**

Seconded Cr Enright

Carried

**Cr Mathews moved that the District Council of Robe having considered Report No. 14.2.3 "Policy Review Internal Controls" makes Policy 2.11 Investment Policy obsolete. (38/2014)**

Seconded Cr Nolan

Carried

**Cr Nolan moved that the District Council of Robe having considered Report No. 14.2.3 "Policy Review Internal Controls" adopts the draft Treasury Management Policy as its Treasury Management Policy. (39/2014)**

Seconded Cr Dell'Antonio

Carried

**Cr Enright moved that the District Council of Robe having considered Report No. 14.2.3 "Policy Review Internal Controls" endorses the review of Internal Control Procedure # 9 – Payroll and endorses it to the Chief Executive for signing and implementation. (40/2014)**

Seconded Cr Nolan

Carried

#### 14.2.4 Workforce Management Plan 2013-15

**Cr Polomka moved that the District Council of Robe having considered Report No. 14.2.4 "Workforce Management Plan 2013-15" adopts the draft Workforce Management Plan 2013-15 as its Workforce Management Plan. (41/2014)**

Seconded Cr Dell'Antonio Carried  
14.2.5 Footpath Dining Policy - DRAFT

Cr Dell'Antonio moved that **the District Council of Robe having considered Report No. 14.2.5 "Footpath Dining Policy - DRAFT" approves the draft footpath dining policy for the purpose of community consultation.**  
(42/2014)

Seconded Cr Alexander Carried

#### **OFFICER'S REPORTS – Works Operation Coordinator**

14.3.1 Works Report June 2013

Cr Polomka moved that **Council receive the Works Report June 2013.** (43/2014)

Seconded Cr Dell'Antonio Carried

Cr Nolan left the meeting at 8.30pm

#### **OFFICER'S REPORTS – Finance Officer**

14.4.1 Finance Report June 2013

Cr Polomka moved that **the District Council of Robe receives the Finance Report June 2013.** (44/2014)

Seconded Cr Alexander Carried

#### **CORRESPONDENCE**

Cr Mathews moved that **correspondence items No.15.1 to 15.5 be received en mass.** (45/2014)

Seconded Cr Enright Carried

Cr Nolan entered at 8.34pm

**NOTICES OF MOTION**

Nil

**QUESTIONS ON NOTICE**

Nil

**LATE ITEMS**

Nil

**CONFIDENTIAL ITEMS**

Nil

Next Ordinary Meeting of Council to be held 6.00 pm Tuesday 13 August 2013.

Meeting closed at 8.36pm.

\_\_\_\_\_ signed \_\_\_\_\_ date  
Mayor Peter Riseley