

District Council of Robe

General Meeting

Minutes of the Monthly General Meeting held on 9 March 2004 commencing at 5.00pm.

PRESENT

Mayor Peter Darr, Crs P Wilkin, M Denning-Wasson, F Boylan, J Mathews, M Denton, D Loxton, Chief Executive Officer and Manager of Works.

CONFIRMATION OF MINUTES

Cr Mathews moved that the minutes of the Council Meeting held on 10 February 2004 be taken as read and confirmed (226/2004).

Seconded Cr Wilkin

Carried

MAYOR'S REPORT

The Mayor reported on:

- ABC Radio Interview
- Limestone Coast Tourism Selection Panel Marketing Manager
- I&B Bruce Lake Butler Marina
- Caravan & Camping Show
- 5SE Radio Interview
- Telstra Broadband
- SEACC & LCRDB

REPORTS OF COMMITTEES

Cr Denton moved that the following reports of committees be received:

1. Lake Butler Management Committee – 4 February 2004.
2. Out of School Hours Committee – 10 February 2004.
3. Occupational Health & Safety Meeting – 23 February 2004.

4. Skate & Recreation Park Advisory Committee – 1 March 2004 (227/2004).

Seconded Cr Loxton

Carried

REPORTS OF DELEGATES

Cr Loxton reported on:

- Lacedepe Tatiara Robe APCB
- SELGA Waste Management Committee

Cr Denton reported on:

- Robe YAC
- Robe Sports & Recreation Association

Cr Mathews reported on:

- Kingston Soldiers Memorial Hospital
- National Trust
- Community Builders
- Library Meeting
- Skate Park Meeting
- Friends of Little Dip
- KESAB Clean Up Day

Cr Boylan reported on:

- SELGA Roads Committee
- Limestone Coast Regional Development Board

Cr Dening-Wasson reported on:

- Kingston Community School
- Robe YAC
- CCOWS
- Robe Sports & Recreation Association

Cr Wilkin reported on:

- Limestone Coast Tourism
- Robe Tourism & Traders Association

Cr Wilkin moved **that the Delegates' Reports be accepted (228/2004).**

Seconded Cr Mathews

Carried

**REPORTS OF
ASSOCIATED
BODIES**

Cr Denton moved **that the minutes of the following associated bodies be received:**

1. **Lacepede Tatiara Robe Animal & Plant Control Board – 12 February 2004.**
2. **SELGA Waste Management Committee – 11 December 2003 (229/2004).**

Seconded Cr Boylan

Carried

OFFICERS' REPORTS

**CHIEF EXECUTIVE
OFFICER**

Annual Report

Cr Mathews moved **that the Annual Report 2002/2003 be adopted (230/2004).**

Seconded Cr Boylan

Carried

Policies

Cr Denton moved **that the following policies be adopted:**

SECTION 1 Delegations

- 1.1 **Delegation Public & Environmental Health & Food Act**
- 1.2 **Policy Procedures for Control Delegations**
- 1.3 **Delegation DA and Building**
- 1.4 **Delegation under Development Act**
- 1.5 **Referrals**
- 1.6 **Plans Delegated Authority**
- 1.7 **Accounts Payable**

SECTION 2 Codes - LG Act Requirements

- 2.1 **Contracts & Tenders Policy**
- 2.2 **Investment Policy**
- 2.3 **Control of State & Federal Election Signs**
- 2.4 **Public Consultation Policy**
- 2.5 **Register of Interest Prescribed Officers**
- 2.6 **EEO Policy**

- 2.7 Equal Employment Opportunity Program Outline
- 2.8 Sexual Harassment Policy
- 2.9 Code of Conduct for Employees
- 2.10 Code of Conduct for Council Members
- 2.11 Procedure for Internal Review of Council Decision
- 2.12 Code of Practice for Access to Council Meetings etc
- 2.13 Order Making Policy

SECTION 3 Occupational Health Safety & Welfare

- 3.1 Occupational Health Safety & Welfare
- 3.2 Occupational Health & Safety Responsibilities
- 3.3 Resolution of OHS Issues
- 3.4 Consultation Statement
- 3.5 OHSW Confined Spaces
- 3.6 Internal Rehabilitation
- 3.7 Hepatitis B & HIV/AIDS
- 3.8 Preplacement Medical
- 3.9 Contracting OHSW
- 3.10 Consultation – Formalised Consultation Process
- 3.11 Safety Policy
- 3.12 Injury Management Policy & Procedures
- 3.13 Communicable Diseases / Universal Precautions
- 3.14 Inclement Weather – Skin Cancer Policy & Procedure

SECTION 4 Risk Management

- 4.1 Risk Management Policy
- 4.2 Fireworks
- 4.3 Playground Maintenance Policy
- 4.4 Hall Maintenance Inspection
- 4.5 Contractors Public Liability Cover (231/2004).

Seconded Cr Wilkin Carried

Cr Denton moved that the Chief Executive Officer's Report be received (232/2004).

Seconded Cr Loxton Carried

ADJOURNMENT

Cr Mathews moved at 5.30pm to adjourn the meeting for the duration of the Development Assessment Panel (233/2004).

Seconded Cr Boylan Carried

RESUMPTION

The General Meeting resumed at 5.37pm.

OFFICERS' REPORTS CONT.

MANAGER OF WORKS

Robe Landfill

Cr Denning-Wasson moved that:

1. That Council considers during financial year 2004/2005 budget deliberations the allocation of funds for the green waste mulching.
2. That the proposed Robe landfill fees be adopted and implemented as soon as possible, with the inclusion of half price for pensioners for a car boot load, and utility up to a One (1) tonne capacity on the production of the persons pension card.

Out of Hours Use	6x4 Trailer Small Ute Bin/Boot Load	Tandem Trailer Large Utility 1 tonne
\$30.00	\$5.00	\$ 12.00

GST included

Single Axle Truck	Bogie Drive Truck	Semi Tipper	Car Body & Tanks
\$50.00	\$70.00	\$90.00	\$ 20.00

GST Included

3. That the green waste mulch be sold at \$10.00 for a 6'x4' trailer load or part there of.
4. That Council agrees to the free delivery of green waste mulch within the District Council of Robe area on the selected day being Tuesday mornings and that the free delivery service be reviewed on an annual basis.
5. That the Tyre Muster collection continue each year for a duration of 3 months starting from the 1st December to the last day in February.
6. That the Council adopts and implements the new landfill operating days and times as soon as possible.

<i>Days</i>	<i>Normal</i>	<i>Start 20 Dec to end of SA School Holiday period</i>
	<i>Times</i>	<i>Times</i>
Monday	9am - 10.30am	9am - 3.00pm
Tuesday	9am - 10.30am	9am - 3.00pm
Wednesday	1pm - 3pm	9am - 3.00pm
Thursday	9am - 10.30am	9am - 3.00pm
Friday	1pm - 3pm	9am - 3.00pm
Saturday	Closed	Closed
Sunday	2pm - 4pm	2pm - 4pm

<i>Days</i>	<i>Easter Holiday Period [SA]</i>	<i>All S.A. Declared Public Holidays</i>
	<i>Times</i>	<i>Times</i>
Monday	9am - 3.00pm	9am - 10.30am
Tuesday	9am - 3.00pm	9am - 10.30am
Wednesday	9am - 3.00pm	1pm - 3pm
Thursday	9am - 3.00pm	9am - 10.30am
Friday	9am - 3.00pm	1pm - 3pm
Saturday	Closed	Closed
Sunday	2pm - 4pm	2pm - 4pm

7. That the Robe landfill be closed if the South Australian Country Fire Service [CFS] declares a total fire ban day for the lower South East of South Australia.
8. That the opening along the front fence at the landfill is closed and that the Environmental Protection Authority is advised accordingly.

Seconded Cr Loxton

Amendment

Cr Boylan moved that:

1. That Council considers during financial year 2004/2005 budget deliberations the allocation of funds for the green waste mulching.
2. That the proposed Robe landfill fees be adopted and implemented as soon as possible, with the inclusion of half price for pensioners for a car boot load, and utility up to a One (1) tonne capacity on the production of the persons pension card.

Out of Hours Use	6x4 Trailer Small Ute Bin/Boot Load	Tandem Trailer Large Utility 1 tonne
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Single Axle Truck	Bogie Drive Truck	Semi Tipper	Car Body & Tanks
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5. That the Tyre Muster collection continue each year for a duration of 3 months starting from the 1st December to the last day in February.
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7. That the Robe landfill be closed if the South Australian Country Fire Service [CFS] declares a total fire ban day for the lower South East of South Australia.
8. That the opening along the front fence at the landfill is closed and that the Environmental Protection Authority is advised accordingly (234/2004).

Seconded Cr Denton

The Amendment was put and was carried and became the motion and was put and CARRIED.

Special Local Roads Program – Funding

Cr Mathews moved:

1. That the Manager of Works submit a Council road for Special Local Roads Program being the first priority road Nora Creina Road [Staged] road length 6 km's. If Council is successful in gaining the allocated funds Council is willing to commit 50% of the total funding for Stage 1, estimated at \$255,000.
2. That the Manager of Works submit a Council road for the Special Local Roads Program being the second priority road Boatswain Point Road, road length 5.4 km's. If Council is successful in gaining the allocated funds Council is willing to commit 50% of the total funding, estimated at \$216,000 (235/2004).

Seconded Cr Boylan

Carried

Gruschen Street

Cr Boylan moved that the Mayor, Town Councillors and Staff meet with Mrs McCourt to discuss the road construction (236/2004).

Seconded Cr Wilkin

Carried

Cr Wilkin moved that the Manager of Works Report be received (237/2004).

Seconded Cr Mathews

Carried

**ECONOMIC
DEVELOPMENT
OFFICER**

Cr Loxton moved that the Economic Development Officers Report be received (238/2004).

Seconded Cr Denton

Carried

CHILD CARE Cr Denton moved **that the Child Care OHS Report be received** (239/2004).

Seconded Cr Dening-Wasson Carried

LIBRARY Cr Boylan moved **that the Library Report be received** (240/2004).

Seconded Cr Denton Carried

**VISITOR
INFORMATION
CENTRE**

Cr Denton moved **that the Visitor Information Centre Report be received** (241/2004).

Seconded Cr Dening-Wasson Carried

FINANCE

Accounts Paid

Payments for the period ending 29 February 2004 totalling \$102395.64 be confirmed.

Reconciliation Statement

Reconciliation Statement as at 29 February 2004 be confirmed.

Budget Comparison

Budget Comparison for the period ending 29 February 2004 be confirmed.

Cr Denton moved **that the above financial reports be received** (242/2004).

Seconded Cr Boylan Carried

**QUESTION ON
NOTICE**

The following question on notice was submitted by Cr Mathews:

“Red Cross Car – I have no idea how this is set up, who can use it, how it is booked, and wish to gather the relevant information for our consideration in the next budget.”

Response (by Chief Executive Officer)

The Red Cross Car is part of the Community Passenger Network in the South East. The network is part of the state passenger network under the authority of the Passenger Transport Board. This Board awards contracts to groups or organisations to undertake this service (community passenger network) throughout the State. The Australian Red Cross is the successful party in the South East.

The current contract is to 30 June 2005 and as part of the contract recall/renewal in 2002 Council committed to support the service in the provision of a car to the end of the contract. The service has been in existence for 6 years.

Council are reimbursed 12 cents per km for the kilometres used by the Red Cross.

The service seeks a donation for the use of the vehicle but cannot legally charge.

When the car is not being used by the Red Cross it is available for use by Council employees or Elected Members.

The service is designed to allow transport disadvantaged people to access their community or broader community (eg. Mt Gambier). Volunteers trained by the Red Cross and reside locally are the drivers. The car is principally for the community of Robe but very occasionally has been used elsewhere in other areas when their vehicles is not available.

All bookings are undertaken through the Red Cross Mt Gambier.

The service according to the Red Cross has been extremely successful and is regularly monitored by the Passenger Transport Board.

Cr Boylan moved **that Council seek the Red Cross to insert an article in the Newsletter outlining the operations of the Red Cross Car (243/2004).**

Seconded Cr Mathews

Carried

NOTICE OF MOTION Cr Dening-Wasson moved that motion 187/2004 "That the decision on the sign be deferred until Library/Visitor

Information Centre location has been finalised” be recinded (244/2004).

Seconded Cr Loxton

Carried

Cr Dening-Wasson moved that the request by the Lions Club of Robe to erect a Business Directory Notice Board along the eastern wall of the Institute be refused (245/2004).

Seconded Cr Boylan

Carried

CORRESPONDENCE

1. G & L Sanford – Tree removal Squires Drive Robe.

Manager of Works was absent during discussion and decision on Correspondence Item No.1.

Cr Wilkin moved that approval be granted for the removal of the tree (246/2004).

Seconded Cr Mathews

Carried

2. Confidential Item discussed at end of meeting.
3. Robe Tourism & Traders Association – Robe Village Fair.

Received

PUBLIC FORUM

A Smith President Robe Tourism & Traders Association addressed Council in relation to Tourism and Food Van issues.

CORRESPONDENCE CONT.

4. Robe Tourism & Traders Association – Food Van Application.

Received

5. Neil Welsh Robe Icecreamery – Food Van Application.

Cr Denton moved that Council grants a licence to Robe Icecreamery to operate a Food Van on Long Beach for the 2004-2005 summer period with no licences being granted to any operator in the Town (247/2004).

Seconded Cr Wilkin Carried on Casting Vote of Mayor

6. Lacepede Tatiara Robe APCB – Weed Control on Road Reserves.

Cr Boylan moved **that the Chief Executive Officer respond that in Council's opinion the issue of a blanket approval would suffice (248/2004).**

Seconded Cr Wilkin Carried

7. Rotary Club of Unley – Police Officer of the Year 2003.

Received

8. Plain Central Services – Plain Telecommunications & Internet Upgrade Project.

Received

9. J Sutherland – Archery Club.

Cr Denton moved **that the Chief Executive Officer and Manager of Works meet on site to discuss this matter further and then report back to Council (249/2004).**

Seconded Cr Mathews Carried

10. Roblift Crane Hire – Industrial Land Subdivision.
Cr Denton moved **that Council agree to lease proposed Allotment 29 to Roblift Crane Hire for up to 6 years with right to purchase at issue of titles at purchase price of \$74000 (250/2004).**

Seconded Cr Wilkin Carried

11. GB Snook – Proposed Lions Sign.

Received

12. South East Catchment Water Management Board – Management Plan Annual Review 2004-2005.

Received

13. Minister for Urban Development & Planning Draft Sustainable Development Bill.

Received

14. Minister for Recreation and Sport – Physical Activity Strategy for South Australia.

Received

15. Multicultural SA – Multicultural Affairs.

Received

16. Office for Youth – Youth Issues.

Received

17. Local Government Association of SA – Contribution to Local Government Road Funding Campaign.

Cr Denton moved **that the Levy be paid** (251/2004).

Seconded Cr Boylan

Carried

18. Local Government Association of SA – NRM Regional Boards.

Received

19. Local Government Association of SA – Commonwealth “Fair Share” Cost Shifting Inquiry Report.

Received

20. Local Government Association of SA - Comparative Performance Measurement.

Received

21. Local Government Association of SA – Planning System Reform.

Received

22. Local Government Association of SA – LGA Waste Committee – Call for nominations from Country Councils.

Cr Wilkin moved **that Council nominate Manager of Works Glenn Sanford (252/2004).**

Seconded Cr Boylan

Carried

23. Local Government Association of SA – Development (Sustainable Development) Amendment Bill.

Received

24. Limestone Coast Choral & Vocal Competition – Showcasing Local Talent.

Received

25. Federal Minister for Fisheries – National Aquaculture Policy Statement.

Received

26. Premier of South Australia – Environmental Reforms & Sustainable Energy.

Received

27. Annual Reports:

- Public & Environmental Health Council
- Passenger Transport Board
- SA Police
- Food Act

Tabled

28. Federal Minister for Local Government – 2002/2003 Local Government National Report.

Tabled

**CORRESPONDENCE
ITEM NO.2**

Cr Denton moved

- (a) **that under the provision of Section 90(2) of the Local Government Act 1999 an order be made that the public (not including staff) be excluded from attendance at the Meeting in order to consider in confidence Correspondence Item No.2.**

- (b) that the Council is satisfied that it is necessary that the public be excluded to enable the Council to consider the matter at the meeting on the following grounds:

90(3)(a) *information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person.*

- (c) that accordingly on this basis, the principle that meetings of the Council should be conducted in a place open to the public has been outweighed by the need to keep the discussion confidential (253/2004).

Seconded Cr Boylan

Carried

Resolution 254/2004 contained in confidential minute book.

Cr Boylan moved that an order be made under the provision of Section 91(7) of the Local Government Act 1999 that the documents relating to Correspondence Item No.2 including the minutes of the Council relating to discussion of the subject matter of the document, having been dealt with on a confidential basis under Section 90 of the Act, shall be kept confidential on the grounds pursuant to Section 90(3)(a) for a period of 12 months (255/2004).

Seconded Cr Mathews

Carried

The Mayor declared the meeting closed at 8.20pm.

Confirmed 13 April 2004

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Mayor