

**I hereby give notice that an Ordinary Meeting of Council will be held
on:**

Date: Tuesday, 20 April 2021
Time: 6.00 p.m.
Location: Council Chamber
Civic Centre
10 Watson Terrace
Mount Gambier

AGENDA

Ordinary Council Meeting 20 April 2021



Barbara Cernovskis
Acting Chief Executive Officer
16 April 2021

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1 ACKNOWLEDGEMENT OF COUNTRY

WE ACKNOWLEDGE THE BOANDIK PEOPLES AS THE TRADITIONAL CUSTODIANS OF THE LAND WHERE WE MEET TODAY. WE RESPECT THEIR SPIRITUAL RELATIONSHIP WITH THE LAND AND RECOGNISE THE DEEP FEELINGS OF ATTACHMENT OUR INDIGENOUS PEOPLES HAVE WITH THIS LAND.

2 APOLOGIES

That the apology(ies) from Cr Frank Morello be received.

3 LEAVE OF ABSENCE

Nil

4 CONFIRMATION OF COUNCIL MINUTES

[Special Council Meeting - 11 March 2021](#)

[Ordinary Council Meeting - 16 March 2021](#)

[Special Council Meeting - 16 March 2021](#)

[Special Council Meeting - 23 March 2021](#)

RECOMMENDATION

That the minutes of the Special Council meeting held on 11 March 2021, the Ordinary Council meeting held on 16 March 2021, the Special Council meeting held on 16 March 2021 and the Special Council meeting held on 23 March 2021 be confirmed as an accurate record of the proceedings of the meeting.

5 MAYORAL REPORT

- Weekly LCLGA Mayor's Virtual Meeting
- Paraquad SA Meeting
- Opening of Exhibitions at Riddoch Art and Cultural Centre: Subliminal and Shifting Art
- Radio Interview with 5GTR-FM
- Presentation to Year 4/5 Students at McDonald Park School
- Special Meeting of Council – Wulanda Recreation and Convention Centre
- Elected Members Workshop – Annual Budget Preparation
- Filming – Open Space Project
- Presentation at Limestone Coast Leadership Program
- Weekly LCLGA Mayor's Virtual Meeting
- Key 2 Real Estate – Official Opening
- Flag Off at City of Mount Gambier 8 Hour Pedal Prix
- Official Opening St John's Mount Gambier Centre
- Presentation Dinner – Lions Club of Blue Lake City Lioness Charter
- Attendance at Arrival of First QantasLink flight into Mount Gambier
- Meeting with James Morrison Music Academy



- Presentation by Mayor Martin to Mount Gambier High School Flexible Learning Students
- Stand Like Stone – Back to School Presentation
- Elected Members Workshop – Wulanda Branding – Return Brief
- Elected Members Workshop – Effects on the Timber Industry – China Ban – GTFIH
- Presentation of Awards - Easter Showjumping Festival – Blue Lake Sports Park
- People and Place Committee Meeting
- Elected Members Workshop – Annual Budget Preparation
- LCLGA General Meeting – Naracoorte Lucindale Council
- Elected Member Workshop – Strategic Planning
- RFDS Mount Gambier Support Group – Fundraiser Dinner at the Drome
- 60 Year Celebration of Kimberly-Clark Millicent Mill
- Meeting re Mount Gambier Private Hospital, Member for Mount Gambier, Member for Barker
- Wulanda Recreation and Convention Centre Committee Meeting
- Yazidi New Year Festival
- Members Workshop – Annual Budget Preparation
- Virtual Meeting LGA Sector Briefing with Premier Steven Marshall and Deputy Premier Vickie Chapman
- Radio Interview 5GTR-FM

6 REPORTS FROM COUNCILLORS

7 QUESTIONS WITH NOTICE

Nil

8 QUESTIONS WITHOUT NOTICE

9 PETITIONS

Nil



10 DEPUTATIONS

10.1 DEPUTATION - MR TONY ELLETSON, LIMESTONE COAST LOCAL GOVERNMENT ASSOCIATION STARCLUB FIELD OFFICER AND LIMESTONE COAST REGIONAL SPORTS ACADEMY – REPORT NO. AR21/21960

Meeting: Council
CM9 Reference: AF20/446
Author: Barbara Cernovskis, Acting Chief Executive Officer
Authoriser: Barbara Cernovskis, Acting Chief Executive Officer

REPORT RECOMMENDATION

1. That Council Report No. AR21/21960 titled 'Deputation - Mr Tony Elletson, Limestone Coast Local Government Association STARCLUB Field Officer and Limestone Coast Regional Sports Academy' as presented on 20 April 2021 be noted.



BACKGROUND

The Mayor, Mrs Lynette Martin OAM has granted a deputation from the Limestone Coast Regional Sporting Academy (LCRSA), who would like the opportunity to present a small number of its athletes, who are City of Mount Gambier residents, to the Mayor and the Council members.

The City of Mount Gambier is a major partner of the LCRSA and without Council support, would not be able to provide talented athletes with the chance to follow their sporting dreams.

ATTACHMENTS

Nil



11 NOTICE OF MOTION TO RESCIND OR AMEND

Nil



12 ELECTED MEMBERS WORKSHOPS

12.1 ELECTED MEMBER WORKSHOP FROM 11/03/2021 TO 16/04/2021 – REPORT NO. AR21/1604

Meeting: Council
CM9 Reference: AF20/446
Author: Ashlee Lavia, Executive Administrator Community Wellbeing
Authoriser:

REPORT RECOMMENDATION

1. That Council Report No. AR21/1604 titled 'Elected Member Workshop from 11/03/2021 to 16/04/2021' as presented on 20 April 2021 be noted.



ATTACHMENTS

1. Designated Informal Gathering - Members Workshop - Record of Proceedings - 11/03/2021 [↓](#)
2. Designated Informal Gathering - Members Workshop - Record of Proceedings - 18/03/2021 [↓](#)
3. Designated Informal Gathering - Members Workshop - Record of Proceedings - 24/03/2021 [↓](#)
4. Designated Informal Gathering - Members Workshop - Record of Proceedings - 29/03/2021 [↓](#)
5. Designated Informal Gathering - Members Workshop - Record of Proceedings - 30/03/2021 [↓](#)
6. Designated Informal Gathering - Members Workshop - Record of Proceedings - 10/04/2021 [↓](#)
7. Designated Informal Gathering - Members Workshop - Record of Proceedings - 12/04/2021 [↓](#)
8. Designated Informal Gathering - Members Workshop - Record of Proceedings - 14/04/2021 [↓](#)



**DESIGNATED INFORMAL GATHERING
WULANDA RECREATION AND CONVENTION CENTRE LGFA
5:30 PM, THURSDAY 11 MARCH 2021**

RECORD OF PROCEEDINGS
5:30 pm, Thursday 11 March 2021
Council Chamber, Level 4, Civic Centre,
10 Watson Terrace, Mount Gambier

WE ACKNOWLEDGE THE BOANDIK PEOPLES AS THE TRADITIONAL CUSTODIANS OF THE LAND WHERE WE MEET TODAY. WE RESPECT THEIR SPIRITUAL RELATIONSHIP WITH THE LAND AND RECOGNISE THE DEEP FEELINGS OF ATTACHMENT OUR INDIGENOUS PEOPLES HAVE WITH THIS LAND.

MEMBERS PRESENT:-

Mayor Martin
Cr Hood
Cr Jenner
Cr Bruins
Cr Morello

STAFF PRESENT:-

Acting Chief Executive Officer
General Manager City Growth
General Manager Shared Services

MEMBERS APOLOGIES:-

Cr Amoroso
Cr Perryman
Cr Meziniec
Cr Greco

LEAVE OF ABSENCE:-

DISCUSSION:

LGFA - Wulanda Recreation and Convention Centre.

Discussion closed at 6:15 p.m.



**DESIGNATED INFORMAL GATHERING
PUBLIC TRANSPORT REVIEW
12.30 PM, THURSDAY 18 MARCH 2021**

RECORD OF PROCEEDINGS
12.30 pm, Thursday 18 March 2021
Council Chamber, Level 4, Civic Centre,
10 Watson Terrace, Mount Gambier

WE ACKNOWLEDGE THE BOANDIK PEOPLES AS THE TRADITIONAL CUSTODIANS OF THE LAND WHERE WE MEET TODAY. WE RESPECT THEIR SPIRITUAL RELATIONSHIP WITH THE LAND AND RECOGNISE THE DEEP FEELINGS OF ATTACHMENT OUR INDIGENOUS PEOPLES HAVE WITH THIS LAND.

MEMBERS PRESENT:-

Mayor Lynette Martin
Cr Frank Morello
Cr Steven Perryman

STAFF PRESENT:-

Acting Chief Executive Officer

MEMBERS APOLOGIES:-

Cr Max Bruins
Cr Sonya Meziniec
Cr Christian Greco
Cr Paul Jenner
Cr Kate Amoroso
Cr Ben Hood

LEAVE OF ABSENCE:-

DISCUSSION:

Review and amend the Regional Public Transport Review submission.

Discussion closed at 1:20 p.m.



**DESIGNATED INFORMAL GATHERING
ANNUAL BUDGET PREPARATION
5.30 PM, WEDNESDAY 24 MARCH 2021**

RECORD OF PROCEEDINGS
5.30 pm, Wednesday 24 March 2021
Council Chamber, Level 4, Civic Centre,
10 Watson Terrace, Mount Gambier

WE ACKNOWLEDGE THE BOANDIK PEOPLES AS THE TRADITIONAL CUSTODIANS OF THE LAND WHERE WE MEET TODAY. WE RESPECT THEIR SPIRITUAL RELATIONSHIP WITH THE LAND AND RECOGNISE THE DEEP FEELINGS OF ATTACHMENT OUR INDIGENOUS PEOPLES HAVE WITH THIS LAND.

GUESTS PRESENT:-

Nil

MEMBERS PRESENT:-

Mayor Lynette Martin
Cr Sonya Meziniec
Cr Paul Jenner
Cr Max Bruins
Cr Frank Morello
Cr Kate Amoroso (*electronic*)
Cr Christian Greco (*electronic*)

STAFF PRESENT:-

Acting Chief Executive Officer
Manager Governance & Property
General Manager City Growth
General Manager Shared Services
Acting General Manager City Infrastructure
Acting Manager Finance

MEMBERS APOLOGIES:-

Cr Ben Hood
Cr Steven Perryman

LEAVE OF ABSENCE:-

DISCUSSION:

2021/2022 Budget

- Overview of Budget
- Outline Budget setting process

Discussion closed at 6:44 pm.



**DESIGNATED INFORMAL GATHERING
WULANDA RECREATION AND CONVENTION CENTRE BRANDING - RETURN BRIEF
5.30 PM, MONDAY 29 MARCH 2021**

RECORD OF PROCEEDINGS
5.30 pm, Monday 29 March 2021
Council Chamber, Level 4, Civic Centre,
10 Watson Terrace, Mount Gambier

WE ACKNOWLEDGE THE BOANDIK PEOPLES AS THE TRADITIONAL CUSTODIANS OF THE LAND WHERE WE MEET TODAY. WE RESPECT THEIR SPIRITUAL RELATIONSHIP WITH THE LAND AND RECOGNISE THE DEEP FEELINGS OF ATTACHMENT OUR INDIGENOUS PEOPLES HAVE WITH THIS LAND.

MEMBERS PRESENT:-

Mayor Martin
Cr Hood
Cr Greco
Cr Meziniec
Cr Jenner
Cr Morello
Cr Bruins

STAFF PRESENT:-

Acting Chief Executive Officer
General Manager City Growth
General Manager Shared Services

MEMBERS APOLOGIES:-

Cr Amoroso

LEAVE OF ABSENCE:-

DISCUSSION:

Wulanda Recreation and Convention Centre Branding

- Return briefs
- Boandik artwork

Discussion closed at 6:05 p.m.



**DESIGNATED INFORMAL GATHERING
EFFECTS ON THE TIMBER INDUSTRY - CHINA BAN –
GREEN TRIANGLE FOREST INDUSTRIES HUB (GTFIH)
5:30 PM, TUESDAY 30 MARCH 2021**

RECORD OF PROCEEDINGS
5:30 pm, Tuesday 30 March 2021
Council Chamber, Level 4, Civic Centre,
10 Watson Terrace, Mount Gambier

WE ACKNOWLEDGE THE BOANDIK PEOPLES AS THE TRADITIONAL CUSTODIANS OF THE LAND WHERE WE MEET TODAY. WE RESPECT THEIR SPIRITUAL RELATIONSHIP WITH THE LAND AND RECOGNISE THE DEEP FEELINGS OF ATTACHMENT OUR INDIGENOUS PEOPLES HAVE WITH THIS LAND.

GUESTS:-

Ian McDonnell, President, Green Triangle Forest Industries Hub
Liz McKinnon, Executive General Manager, Green Triangle Forest Industries Hub

MEMBERS PRESENT:-

Mayor Martin
Cr Hood
Cr Greco
Cr Morello
Cr Meziniec
Cr Bruins

STAFF PRESENT:-

Acting Chief Executive Officer
General Manager City Growth
General Manager Shared Services
Acting General Manager City Infrastructure

MEMBERS APOLOGIES:-

Cr Jenner
Cr Amoroso

LEAVE OF ABSENCE:-

DISCUSSION:

- Green Triangle Industries Hub
- Water licensing
- Cross Border Commissioner
- Strategic Plan

Discussion closed at 6:35 p.m.



**DESIGNATED INFORMAL GATHERING
STRATEGIC MATTERS
9.00 AM, SATURDAY 10 APRIL 2021**

RECORD OF PROCEEDINGS
9.00 am, Saturday 10 April 2021
Lakes Comfort Inn
Hay Drive, Mount Gambier

WE ACKNOWLEDGE THE BOANDIK PEOPLES AS THE TRADITIONAL CUSTODIANS OF THE LAND WHERE WE MEET TODAY. WE RESPECT THEIR SPIRITUAL RELATIONSHIP WITH THE LAND AND RECOGNISE THE DEEP FEELINGS OF ATTACHMENT OUR INDIGENOUS PEOPLES HAVE WITH THIS LAND.

GUESTS PRESENT:-

Rowena McLean, Local Government Association South Australia
Anthony Peluso, Chief Executive Officer, Country Arts SA

MEMBERS PRESENT:-

Mayor Lynette Martin
Cr Ben Hood
Cr Max Bruins
Cr Sonya Meziniec
Cr Frank Morello
Cr Steven Perryman

STAFF PRESENT:-

Acting Chief Executive Officer
General Manager City Growth
General Manager Shared Services

MEMBERS APOLOGIES:-

Cr Paul Jenner
Cr Christian Greco
Cr Kate Amoroso

LEAVE OF ABSENCE:-

DISCUSSION:

General Strategic Planning.

Discussion closed at 12:30 p.m.



**DESIGNATED INFORMAL GATHERING
EXTERNAL AUDIT TENDER
5.00 PM, MONDAY 12 APRIL 2021**

RECORD OF PROCEEDINGS
5.00 pm, Monday 12 April 2021
Council Chamber, Level 4, Civic Centre,
10 Watson Terrace, Mount Gambier

WE ACKNOWLEDGE THE BOANDIK PEOPLES AS THE TRADITIONAL CUSTODIANS OF THE LAND WHERE WE MEET TODAY. WE RESPECT THEIR SPIRITUAL RELATIONSHIP WITH THE LAND AND RECOGNISE THE DEEP FEELINGS OF ATTACHMENT OUR INDIGENOUS PEOPLES HAVE WITH THIS LAND.

GUESTS PRESENT:-

Nil

MEMBERS PRESENT:-

Mayor Lynette Martin
Cr Sonya Mezinac
Paul Duka
Angela Kain

STAFF PRESENT:-

General Manager Shared Services
Acting Manager Finance

MEMBERS APOLOGIES:-

Nil

LEAVE OF ABSENCE:-

Nil

DISCUSSION:

Tender for external audit services and Wulanda update.

Discussion closed at 5:30 p.m.



**DESIGNATED INFORMAL GATHERING
ANNUAL BUDGET PREPARATION
5.30 PM, WEDNESDAY 14 APRIL 2021**

RECORD OF PROCEEDINGS
5.30 pm, Wednesday 14 April 2021
Council Chamber, Level 4, Civic Centre,
10 Watson Terrace, Mount Gambier

WE ACKNOWLEDGE THE BOANDIK PEOPLES AS THE TRADITIONAL CUSTODIANS OF THE LAND WHERE WE MEET TODAY. WE RESPECT THEIR SPIRITUAL RELATIONSHIP WITH THE LAND AND RECOGNISE THE DEEP FEELINGS OF ATTACHMENT OUR INDIGENOUS PEOPLES HAVE WITH THIS LAND.

MEMBERS PRESENT:-

Mayor Lynette Martin
Cr Sonya Mezinac
Cr Ben Hood
Cr Frank Morello
Cr Max Bruins
Cr Paul Jenner

STAFF PRESENT:-

Acting Chief Executive Officer
General Manager Shared Services
General Manager City Growth
Acting General Manager City Infrastructure
Acting Finance Manager

MEMBERS APOLOGIES:-

Cr Kate Amoroso
Cr Christian Greco
Cr Steven Perryman

LEAVE OF ABSENCE:-

Nil

DISCUSSION:

- Local Government Infrastructure Partnership Program (LGIPP) - Local Government Finance Authority funding opportunity.
- 2020/2021 Budget Review 3.
- 2021/2022 Draft Budget feedback.

Discussion closed at 7:04 p.m.



13 ELECTED MEMBERS TRAINING AND DEVELOPMENT

13.1 MEMBER TRAINING REQUEST - CR PAUL JENNER - PUBLIC LIGHTING WORKING GROUP WORKSHOP – REPORT NO. AR21/22433

Meeting: Council
CM9 Reference: AF20/446
Author: Ashlee Lavia, Executive Administrator Community Wellbeing
Authoriser: Barbara Cernovskis, Acting Chief Executive Officer

REPORT RECOMMENDATION

1. That Council Report No. AR21/22433 titled 'Member Training Request - Cr Paul Jenner - Public Lighting Working Group workshop' as presented on 20 April 2021 be noted.
2. That, having considered the cost and benefit to Council and having determined that attendance at Public Lighting Working Group workshop is directly or closely related to the performance or discharge of the roles or duties of a Member of Council;
 - (a) Council support / do not support the attendance of Cr Paul Jenner at the Public Lighting Working Group workshop in Adelaide on Friday 4 June 2021.
 - (b) Costs associated with travel and accommodation for attendance be reimbursed/borne by Council up to the value of \$ _____ .
 - (c) Cr Paul Jenner submit a written report for presentation at the Member Reports agenda item at the next practicable Council meeting, in accordance with Council Policy M500.



BACKGROUND

In accordance with Council Policy M500 - Members Training and Development, the City of Mount Gambier is committed to providing appropriate training and development activities for its Council Members relevant to their roles and functions and which must have a relationship to the business of Council or local government.

Council Policy M500 Members Training & Development provide a hierarchy for approval/reporting of Member training and development requests, as follows:

Training/Development Category	Authorisation	Reporting
Local Training (hosted locally within City/SE Region)	By Application	General Listing in Annual Report
SA LGA Training, Conferences, Meetings (Adelaide Based)	Generic Council Resolution (for any Councillor to attend)	Submission of Evaluation Pro-Forma for circulation on Member Extranet
All Other Training (e.g. Technical, Professional, Specialist, Non-LGA/Non-Local/Interstate Seminars, Conferences etc)	Specific Council Resolution (via pro-forma application) <ul style="list-style-type: none"> • Name of Councillor • Description of Training • Location • Training Cost • Benefits 	Submission of Evaluation Pro-Forma/Report for presentation at the Member Reports Council Agenda Item.

For training that is not hosted locally, a Council resolution is required to authorise Elected Member attendance, whether by generic resolution enabling any Council Member to attend LGA training/development opportunities in Adelaide, or by specific resolution for all other training including technical, professional, specialist, non-LGA and interstate seminars and conferences.

The authorisation of non-Local / non-LGA training should include consideration of the training cost and benefit to Council, as well as overall training costs/budget and equity in access and expenditure for training for all Members.

DISCUSSION

A request has been received from Cr Paul Jenner to attend the LGA Public Lighting Working Group workshop in Adelaide on Friday 4 June 2021.

The information required for consideration of this request, in accordance with Council Policy M500, is presented as contained in Cr Jenner's request form, as follows:

Pro-Forma Information	Cr Paul Jenner
Description of Training	Workshop will provide an opportunity to hear from asset management experts and share information on good public lighting asset management practices across the local government sector and smart LED's.
Location	Adelaide, South Australia
Training Cost	Travel / Accommodation Expenses – refer Attachment 1
Benefits	To bring up to date latest in this area before Mount Gambier commits in the final ½ of 2021 to implementation.

A copy of Cr Jenner's Member Training / Approval Request form is provided for Members information (**Attachment 1**).



CONCLUSION


This report provides a recommendation for Council to consider whether to approve the attendance of Cr Jenner at the Public Lighting Working Group workshop in Adelaide on Friday 4 June 2021.

The recommendation includes provision for Council to provide an approval limit on the reimbursement of expenses associated with attendance, in the absence of any estimated expenses (or proposed travel/accommodation arrangements) having been provided with the request.

ATTACHMENTS

1. Member Training Approval Form - Cr Paul Jenner - 04/06/2021 - Public Lighting Working Group workshop [↓](#)





MEMBER TRAINING / APPROVAL REQUEST

Member Name: Cr. Paul Jenner

1 Elected Member to Complete

Name of Course/Seminar: Public Lighting Asset Management Working Group Workshop.
 Course Provider (LGA etc): LGA.
 Location of Course: L.G. House - 148 Frame Street, Adelaide
 Dates: 4th June

Description of Training: Workshop will provide an opportunity to hear from asset management experts and share information on good public lighting asset management practices across the local government sector + smart LEDs.

Explanation of Benefits: To bring up to date latest in this area before Mount Gambier commits in the final 1/2 of 2021 to implementation.

Course information attached _____
 Copies of quotes or estimates attached _____

DETAILS OF EXPENSES			
Course fees	\$	<input type="checkbox"/> Estimate or	<input type="checkbox"/> Quote
Travel	\$ <u>262</u>	<input checked="" type="checkbox"/> Estimate or	<input type="checkbox"/> Quote
Council Vehicle	\$	kms @ \$0.77/km	
Cab charges/ eTickets	No. of taxi trips required <u>(2)</u>		
Accommodation (If necessary)	\$ <u>1 night maybe.</u>	<input checked="" type="checkbox"/> Estimate or	<input type="checkbox"/> Quote
Other (please attach details)	\$	<input type="checkbox"/> Estimate or	<input type="checkbox"/> Quote

2 AUTHORISATION

Category	Reporting	Authorisation Required
<input type="checkbox"/> Local Training (hosted locally within City/SE Region)	Listed in Annual Report	By Member Application
<input checked="" type="checkbox"/> SA LGA Training, Conferences, Meetings (Adelaide Based) <u>Workshop</u>	Evaluation Pro-Forma in Friday Edition <u>Will give a report to a Full Council Meeting</u>	Generic Council Resolution (Insert Minute Reference)
<input type="checkbox"/> All Other Training (e.g. Technical, Professional, Specialist, Non-LGA/Non-Local/Interstate Seminars, Conferences etc)	Evaluation/Report at Member Reports Council Agenda Item.	Specific Council Resolution (Insert Minute Reference)

Budget Line Code: _____

CEO Signature _____
 Date / /

3 OFFICE USE ONLY

Form Registered in 'Member Training & Development' AF11/903
 Form forwarded to Member, CEO & Mayoral Executive Support and Team Leader Finance (if cost involved)
 Attendance recorded for listing in Annual Report

14 COUNCIL ACTION ITEMS

14.1 COUNCIL ACTION ITEMS - 16/03/2021 – REPORT NO. AR21/1581

Meeting: Council
CM9 Reference: AF20/446
Author: Sally Wilson, Executive Administrator City Infrastructure
Authoriser:

REPORT RECOMMENDATION

1. That Council Report No. AR21/1581 titled 'Council Action Items - 16/03/2021' as presented on 20 April 2021 be noted.



ATTACHMENTS

1. Council Action Items - 16/03/2021 [↓](#)



Outstanding/Finalised	Division:	Date From:	16/03/2021
	Committee:	Date To:	16/03/2021
Action Sheets Report	Officer:	Printed:	15 April 2021 9:41 AM

Meeting	Officer/Director	Section	Subject
Council 16/03/2021	McCarthy, Michael Barber, Darren	Questions with Notice	Question With Notice - 2020 Staff Survey
RESOLUTION 2021/60			
Moved: Cr Steven Perryman			
Seconded: Cr Max Bruins			
<ol style="list-style-type: none"> That the response to the question regarding 2020 Staff Survey raised by Councillor Paul Jenner be received and noted. All staff comments will not be provided. The general results of the 2020 Staff Survey will be presented to an Elected Members workshop. 			
CARRIED			
31 Mar 2021 - 9:35 AM - Michael McCarthy			
Action completed by: McCarthy, Michael			
No Action Required			

Meeting	Officer/Director	Section	Subject
Council 16/03/2021	McCarthy, Michael Barber, Darren	Notice of Motion to Rescind or Amend	Notice of Rescission/Amendment - Blue Lake Golf Course Leasing
RESOLUTION 2021/61			
Moved: Cr Sonya Mezinac			
Seconded: Cr Paul Jenner			
<ol style="list-style-type: none"> That Council Report No. AR21/13946 titled 'Notice of Rescission/Amendment - Blue Lake Golf Course Leasing' as presented on 16 March 2021 be noted. That parts 2 and 4 of resolution 2019/131 titled Queen Elizabeth Park Trust / Blue Lake Golf Course - Leasing that were passed on 21 May 2019 as follows: <ol style="list-style-type: none"> "2. Council offer the Blue Lake Golf Club a 5 year lease comprising of a 1 year lease and 4 x 1 year right of renewal for the entire golf course including all buildings, facilities and infrastructure. This lease shall include as a standard clause the right to sublet with Council consent. 4. Councils willingness to enter into a lease with the Blue Lake Golf Club is subject to development of key performance indicators agreed to by Council and a detailed asset management plan being developed by the Blue Lake Golf Club with the assistance of Council." be revoked to enable consideration to be given to alternative lease tenure options for the Blue Lake Golf Course. 			



Outstanding/Finalised	Division:	Date From:	16/03/2021
Action Sheets Report	Committee:	Date To:	16/03/2021
	Officer:	Printed:	15 April 2021 9:41 AM

CARRIED

31 Mar 2021 - 9:33 AM - Michael McCarthy
Action completed by: McCarthy, Michael
Actioned to EXATeam for notation in May 2019 Council Minutes

Meeting	Officer/Director	Section	Subject
Council 16/03/2021	Lavia, Ashlee Cernovskis, Barbara	Elected Members Workshops	Elected Member Workshop from 15/02/2021 to 10/03/2021
RESOLUTION 2021/62			
Moved: Cr Ben Hood Seconded: Cr Max Bruins			
1. That Council Report No. AR21/1603 titled 'Elected Member Workshop from 15/02/2021 to 10/03/2021' as presented on 16 March 2021 be noted.			
CARRIED			
22 Mar 2021 - 5:07 PM - Ashlee Lavia Action completed by: Lavia, Ashlee No action required.			

Meeting	Officer/Director	Section	Subject
Council 16/03/2021	Lavia, Ashlee Cernovskis, Barbara	Council Action Items	Council Action Items - 16/02/2021
RESOLUTION 2021/63			
Moved: Cr Sonya Meziniec Seconded: Cr Max Bruins			
1. That Council Report No. AR21/1578 titled 'Council Action Items - 16/02/2021' as presented on 16 March 2021 be noted.			
CARRIED			
22 Mar 2021 - 5:07 PM - Ashlee Lavia Action completed by: Lavia, Ashlee Completed.			



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	Officer:	Printed:	15 April 2021 9:41 AM

Meeting	Officer/Director	Section	Subject
Council 16/03/2021	Wilson, Sally Serle, Nick	Wulanda and Recreation and Convention Centre Commi	Minutes of the Wulanda Recreation and Convention Centre Committee held on 9 March 2021
RESOLUTION 2021/64			
Moved: Cr Ben Hood			
Seconded: Cr Frank Morello			
That the Minutes of the Wulanda Recreation and Convention Centre Committee meeting held on 9 March 2021 as attached be noted.			
CARRIED			
<i>22 Mar 2021 - 5:28 PM - Sally Wilson</i>			
Action completed by: Wilson, Sally			
For noting only.			

Meeting	Officer/Director	Section	Subject
Council 16/03/2021	Gajic, Heidi Cernovskis, Barbara	Reports	Wulanda Recreation and Convention Centre - Brand Development
RESOLUTION 2021/65			
Moved: Cr Ben Hood			
Seconded: Cr Paul Jenner			
1. That Wulanda Recreation and Convention Centre Committee Report No. AR21/13415 titled 'Wulanda Recreation and Convention Centre - Brand Development' as presented on 09 March 2021 be noted.			
CARRIED			
<i>13 Apr 2021 - 5:11 PM - Heidi Gajic</i>			
Action completed by: Gajic, Heidi			
Request for Quote process completed and presented to Elected Members on 29 March 2021.			



Outstanding/Finalised	Division: Committee: Officer:	Date From: 16/03/2021 Date To: 16/03/2021
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Meeting	Officer/Director	Section	Subject
Council 16/03/2021	Wilson, Sally Serle, Nick	Council Assessment Panel Minutes	Minutes of the Council Assessment Panel held on 18 February 2021
RESOLUTION 2021/66			
Moved: Cr Paul Jenner Seconded: Cr Ben Hood			
That the Minutes of the Council Assessment Panel meeting held on 18 February 2021 as previously circulated be noted.			
CARRIED			
22 Mar 2021 - 5:28 PM - Sally Wilson Action completed by: Wilson, Sally For noting only.			

Meeting	Officer/Director	Section	Subject
Council 16/03/2021	McCarthy, Michael Barber, Darren	Council Reports	Review of Council Delegations
RESOLUTION 2021/67			
Moved: Cr Sonya Meziniec Seconded: Cr Max Bruins			
<ol style="list-style-type: none"> 1. That Council Report No. AR21/6156 titled 'Review of Council Delegations ' as presented on 16 March 2021 be noted. 2. The City of Mount Gambier (Council) delegates each function or power of the Council as referenced in the tables attached to Council Report No. AR21/6156 (Attachment 1) to the identified delegate(s). 3. The delegations are granted pursuant to section 44 of the Local Government Act 1999, excepting that the functions and powers of the Council: <ol style="list-style-type: none"> (a) as an administering agency under the Environment Protection Act 1993 are delegated pursuant to section 18C of the Environment Protection Act; (b) set out in Division 8, Part 4 of the Fire and Emergency Services Act 2005 are delegated pursuant to section 93 of the Fire and Emergency Services Act; (c) acting as an enforcement agency under the Food Act 2001 are delegated pursuant to section 91 of the Food Act; (d) acting as a road manager under the Heavy Vehicle National Law are delegated pursuant to section 22B of the Heavy Vehicle National Law (South Australia) Act 2013; (e) acting as a relevant authority under the Safe Drinking Water Act 2011 are delegated pursuant to section 43 of the Safe Drinking Water Act; and 			



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- (f) under the Supported Residential Facilities Act 1992 are delegated pursuant to section 9(2) of the Supported Residential Facilities Act.
4. The delegations granted pursuant to:
- (a) the Local Government Act to the Council's Chief Executive Officer (CEO), in accordance with sections 44(4)(b) and 101 of the Local Government Act, but subject to section 44(3a) of the Local Government Act;
 - (b) the Fire and Emergency Services Act;
 - (c) the Food Act;
 - (d) the Heavy Vehicle National Law (South Australia) Act;
 - (e) the Safe Drinking Water Act; and
 - (f) the Supported Residential Facilities Act
- may be sub-delegated by the Chief Executive Officer or delegate, except delegations under the Fire and Emergency Services Act only permitted to a Fire Prevention Officer.
5. If two or more delegates are nominated in respect of a power or function, then each nominated person or position is granted a delegation and may exercise the power or function independently of any other delegate.
6. The delegations are granted subject to the following conditions and limitations:
- (a) the delegate must exercise a delegated function or power in accordance with:
 - (i) applicable legislative and other legal requirements; and
 - (ii) due regard to relevant policies and guidelines adopted by the Council;
 - (b) in regard to the following delegations under the Local Government Act:
 - (i) section 133: the power to obtain funds does not extend to imposing rates, borrowing money or obtaining other forms of financial accommodation or fixing or varying fees under sections 188(1)(d) to 188(1)(h) of the Local Government Act;
 - (ii) section 137: the power to expend funds in the performance or discharge of the council's powers, functions or duties in accordance is limited to funds allocated as part of a budget adopted by the council and the sub-delegation financial limitations set by the Chief Executive Officer;
 - (iii) section 143(1): the power to write off debts is limited to debts not exceeding \$5,000;
 - (c) Each delegation of a power or function is granted independent of, and severable from, every other delegation granted under this or any other resolution or instrument.
 - (d) A delegation of a power or function determined to be invalid or unlawful will be deemed to be severed from the delegations granted under this or any other resolution or instrument and remaining delegations will continue to operate according to their terms.



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- (e) These delegations will come into operation on Wednesday 17 March 2021 and remain in force until varied or revoked by resolution of the Council.
- (f) Previous delegations granted by the Council of the powers and functions delegated under these resolutions are revoked with effect from Wednesday 17 March 2021.

Road Traffic Act Sub-Delegations and Authorisations

7. Pursuant to the Instrument of General Approval and Delegation (dated 22 August 2013) under the Road Traffic Act 1961 (Act), Council:
- (a) authorises the employees of the Council named in the tables attached to Council Report No. AR21/6156 (Attachment 2) to exercise the powers under sections 17 and 20 of the Road Traffic Act as conferred on or delegated to the Council by the Minister for Transport and Infrastructure subject to the conditions set out in the Instrument of General Approval and Delegation.
 - (b) is of the opinion that the following person(s) as referenced in the tables attached to Council Report No. AR21/6156 (Attachment 2) is (or are) experienced traffic engineering practitioners and are hereby authorised for the purpose of preparing and endorsing a Traffic Impact Statement in accordance with Clause A.7 of the Instrument of General Approval and Delegation.
 - Abdullah Mahmud
 - (c) is of the opinion that the following person(s) as referenced in the tables attached to Council Report No. AR21/6156 (Attachment 2) has (or have) an appropriate level of knowledge and expertise in the preparation of Traffic Management Plans for the purpose of Clause A.7 of the Instrument of General Approval and Delegation:
 - Abdullah Mahmud.
 - (d) sub-delegates the powers in sub-section 33(1) of the Act as granted in Clause G. of the Instrument of General Approval and Delegation by the Minister for Transport and Infrastructure to any person occupying or acting in the position Chief Executive Officer of the Council.
 - (e) These sub-delegations and authorisations will come into operation on Wednesday 17 March 2021 and remain in force until varied or revoked by resolution of the Council.
 - (f) Previous sub-delegations and authorisations granted by the Council of the powers and functions under the Instrument of General Approval and Delegation (dated 22 August 2013) are revoked with effect from Wednesday 17 March 2021.

CARRIED

31 Mar 2021 - 9:34 AM - Michael McCarthy
Action completed by: McCarthy, Michael
Sub-delegations made by CEO and delegations system updated



Outstanding/Finalised	Division: Committee: Officer:	Date From: 16/03/2021 Date To: 16/03/2021
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Meeting	Officer/Director	Section	Subject
Council 16/03/2021	McCarthy, Michael Barber, Darren	Council Reports	Review of Council Delegations - Planning, Development and Infrastructure Act

RESOLUTION 2021/68

Moved: Cr Frank Morello
 Seconded: Cr Ben Hood

- That Council Report No. AR21/11905 titled 'Review of Council Delegations - Planning, Development and Infrastructure Act' as presented on 16 March 2021 be noted.
- In exercise of the power contained in Section 100 of the Planning, Development and Infrastructure Act 2016 the powers and functions under the Planning, Development and Infrastructure Act 2016 and statutory instruments made thereunder contained in the Instrument of Delegation (annexed to Report No. AR21/11905 and titled Instrument B) are hereby delegated this 16th March 2021 to the person occupying or acting in the office of Chief Executive Officer of the Council subject to the conditions and/or limitations, if any, specified herein or in the Schedule of Conditions in the proposed Instrument of Delegation
- Each power and function delegated in resolution 2:
 - may be further delegated by the Chief Executive Officer in accordance with Section 100(2)(c) of the Planning, Development and Infrastructure Act 2016, as the Chief Executive Officer sees fit, unless otherwise indicated herein or in the Schedule of Conditions contained in the relevant Instrument of Delegation;
 - is independent of, and severable from, every other delegation granted under these instruments, and if determined to be invalid or unlawful will be deemed severed from this instrument and remaining delegations will continue to operate according to their terms;
 - may be exercised independently by any nominated sub-delegates independently of any other (sub)delegate;
 - must be exercised in accordance with applicable legislative and other legal requirements; and due regard to relevant policies and guidelines adopted by the Council;
 - will remain in force until varied or revoked by resolution of the Council.
- Previous delegations granted by the Council under the Planning, Development and Infrastructure Act Instrument B are revoked with effect from this day 16th March 2021.

CARRIED

31 Mar 2021 - 9:36 AM - Michael McCarthy
 Action completed by: McCarthy, Michael
 Delegations System Updated



Outstanding/Finalised	Division: Committee: Officer:	Date From: 16/03/2021 Date To: 16/03/2021
Action Sheets Report		Printed: 15 April 2021 9:41 AM

Meeting	Officer/Director	Section	Subject
Council 16/03/2021	Gibbs, Paul Coote, Tim	Council Reports	Council Development Inspection Requirements - Planning, Development and Infrastructure Act 2016
RESOLUTION 2021/69			
Moved: Cr Ben Hood Seconded: Cr Max Bruins			
<ol style="list-style-type: none"> That Council Report No. AR21/7610 titled 'Council Development Inspection Requirements - Planning, Development and Infrastructure Act 2016' as presented on 16 March 2021 be noted. That the current policy D150 – Building and Swimming Pool Inspection policy be rescinded. That the following Practice Directions, as issued by the State Planning Commission under section 42 of the Planning, Development and Infrastructure Act 2016, be endorsed: <ul style="list-style-type: none"> Practice Direction 8 – Council Swimming Pool Inspections 2019 Practice Direction 9 – Council Inspections 2020 			
Carried			
13 Apr 2021 - 3:24 PM - Paul Gibbs Action completed by: Gibbs, Paul Information is as put to Council			

Meeting	Officer/Director	Section	Subject
Council 16/03/2021	Gibbs, Paul Coote, Tim	Council Reports	Establishment of Council Building Fire Safety Committee
RESOLUTION 2021/70			
Moved: Cr Steven Perryman Seconded: Cr Frank Morello			
<ol style="list-style-type: none"> That Council Report No. AR21/9794 titled 'Establishment of Council Building Fire Safety Committee' as presented on 16 March 2021 be noted. That Council rescind the current Building Fire Safety committee and associated Terms of Reference as formed under section 71 of the Development Act 1993 That Council establish a Building Fire Safety Committee as required under section 157 of the Planning, Development and Infrastructure Act 2016 Cr Jenner be appointed to the Building Fire Safety Committee. 			



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CARRIED

13 Apr 2021 - 3:30 PM - Paul Gibbs
 Action completed by: Gibbs, Paul
 Development Services to conduct first meeting of BFSC to establish terms of reference

Meeting	Officer/Director	Section	Subject
Council 16/03/2021	Solly, Elisa Barber, Darren	Council Reports	Council Advertising and Signage Policy A170
RESOLUTION 2021/71			
Moved: Cr Frank Morello			
Seconded: Cr Steven Perryman			
<ol style="list-style-type: none"> 1. That Council Report No. AR21/9953 titled 'Council Advertising and Signage Policy A170' as presented on 16 March 2021 be noted. 2. That, having considered its position on the erection of advertising and sponsorship signage on leased properties, Council hereby revokes Advertising and Signage Policy A170. 3. That Council grants 'deemed consent' for the installation of signage by community and sporting lessees occupying land owned by Council, except for signage that requires development approval. 4. Council administration to assess any proposals for the installation of signage that requires building rules consent. 5. That a policy be developed for the granting of landowner consent for those signs that require development approval. 6. That for the purpose of clarity Council does not consent to any sponsorship signage logos being placed on fences gates or other structures so as to face externally to the leased land or in the view of Council being so as to view externally to the leased land. 7. Clause 6 above is to be a key feature of the new landowner consent policy. 			
CARRIED			
31 Mar 2021 - 9:45 AM - Michael McCarthy			
Revised Target Date changed by: McCarthy, Michael From: 30 Mar 2021 To: 30 Jun 2021			
Reason: pending consideration of signs requiring building rules and planning consents and development of landowner consent policy			



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Meeting	Officer/Director	Section	Subject
Council 16/03/2021	Davison, Georgina Cernovskis, Barbara	Council Reports	Regional Public Health Plan 2021 - 2026 Feedback
RESOLUTION 2021/72			
Moved: Cr Paul Jenner Seconded: Cr Kate Amoroso			
<ol style="list-style-type: none"> That Council Report No. AR21/14424 titled 'Regional Public Health Plan 2021 - 2026 Feedback' as presented on 16 March 2021 be noted. That Council endorse the final Regional Public Health Plan 2021-2026 as attached. 			
CARRIED			
<p>30 Mar 2021 - 5:18 PM - Georgina Davison Revised Target Date changed by: Davison, Georgina From: 30 Mar 2021 To: 30 Apr 2021 Reason: Awaiting ministerial approval of draft prior to graphically treating 13 Apr 2021 - 3:20 PM - Georgina Davison Action completed by: Lavia, Ashlee Final draft provided to Minister for approval as per s51(13-16) of the South Australian Public Health Act 2011.</p>			

Meeting	Officer/Director	Section	Subject
Council 16/03/2021	Porter, Jessica Coote, Tim	Council Reports	City of Mount Gambier submission to the South Australian Public Transport Authority's Regional Public Transport Review
RESOLUTION 2021/73			
Moved: Cr Steven Perryman Seconded: Cr Paul Jenner			
<ol style="list-style-type: none"> A members workshop be convened for available members to provide further input to the draft and subject to that workshop the Chief Executive Officer be authorised to finalise the submission prior to March 19 deadline. 			
CARRIED			
<p>23 Mar 2021 - 9:18 AM - Jessica Porter Action completed by: Porter, Jessica Submission sent 19/03/2021</p>			



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	Committee:	Date To:	16/03/2021
	Officer:		
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Meeting	Officer/Director	Section	Subject
Council 16/03/2021	Keding, Xarnia Coote, Tim	Council Reports	Red Bull UCI Pump track Tier 2 Sponsorship 22 and 23 May 2021
RESOLUTION 2021/74			
Moved: Cr Max Bruins			
Seconded: Cr Kate Amoroso			
<ol style="list-style-type: none"> That Council Report No. AR21/12015 titled 'Red Bull UCI Pump track Tier 2 Sponsorship 22 and 23 May 2021' as presented on 16 March 2021 be noted. That Council support the 2021 Red Bull UCI pump tack event to be hosted in Mount Gambier in May 2021 to the value of \$12,000 cash and \$6,500 in kind an increase of \$2000 cash and \$3000 in kind form approved 2020/2021 budget. That Council write to Eleanor Barning acknowledging this significance of this event and confirm the additional sponsorship. 			
CARRIED			
<p>26 Mar 2021 - 11:30 AM - Xarnia Keding Action completed by: Keding, Xarnia Sponsorship letter sent</p>			

Meeting	Officer/Director	Section	Subject
Council 16/03/2021	Tzioutziouklans, Tracy Coote, Tim	Council Reports	Lagunaria Trees - Mitchell Street
RESOLUTION 2021/75			
Moved: Cr Max Bruins			
Seconded: Cr Sonya Meziniec			
<ol style="list-style-type: none"> That Council Report No. AR21/12246 titled 'Lagunaria Trees - Mitchell Street' as presented on 16 March 2021 be noted. Having had regard to the advice from the State Heritage Advisor, the issues raised by the land development and adjoining land owner, Council engage a qualified arborist to provide an independent report on the structural integrity of the trees and any future perceived problems of the trees, prior to determining if the trees should be retained or Development Approval sought for their removal. 			
CARRIED			
<p>13 Apr 2021 - 3:25 PM - Ashlee Lavia Revised Target Date changed by: Lavia, Ashlee From: 30 Mar 2021 To: 30 Apr 2021 Reason: Independent Tree consultant has been engaged.</p>			



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	Officer:	Printed:	15 April 2021 9:41 AM

Meeting	Officer/Director	Section	Subject
Council 16/03/2021	Solly, Elisa Barber, Darren	Council Reports	Unsolicited Proposal - Ryder Cheshire
RESOLUTION 2021/76			
Moved: Cr Paul Jenner			
Seconded: Cr Steven Perryman			
<ol style="list-style-type: none"> That Council Report No. AR21/12279 titled 'Unsolicited Proposal - Ryder Cheshire ' as presented on 16 March 2021 be noted. That the Ryder Cheshire Foundation proposal proceed to Stage 2 under Council's Unsolicited Proposals Policy U900 to assess the feasibility of the proposal in greater detail, including consideration to alternate suitable locations. That Council confirms commitment to a Sport, Recreation and Open Space Strategy including precinct master planning to include the Ryder Cheshire Foundation proposal as a potential future use for Corriedale Park in public consultation, and that formal consideration of Corriedale Park as a site for the Ryder Cheshire Foundation proposal be deferred until public consultation on the master plan has been conducted and submissions received. That a further Council report be prepared for Stage 2 consideration of the Ryder Cheshire Foundation proposal being progressed to Stage 3. 			
CARRIED			
31 Mar 2021 - 9:43 AM - Michael McCarthy			
Revised Target Date changed by: McCarthy, Michael From: 30 Mar 2021 To: 30 Jun 2021			
Reason: pending assessment of stage 2 of proposal			

Meeting	Officer/Director	Section	Subject
Council 16/03/2021	Cernovskis, Barbara Cernovskis, Barbara	Motions with Notice	Notice of Motion - National Farmer's Federation Regionalisation
RESOLUTION 2021/77			
Moved: Cr Ben Hood			
Seconded: Cr Frank Morello			
<ol style="list-style-type: none"> That Council Report No. AR21/14709 titled 'Notice of Motion - National Farmer's Federation Regionalisation' as presented on 16 March 2021 be noted. That Council support the National Farmer's Federation (NFF) Regionalisation Agenda 2021. That Council write to the Hon. Michael McCormack MP, Minister for the Department of Infrastructure, Transport, Regional Development and Communications stating: 			



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- a. Council's support for the NFFs Regionalisation Agenda
 - b. Urge the Federal government to adopt the agenda's recommendations.
 - c. Request that the Limestone Coast region be considered as one of the 20 identified place-based regional development precincts by National Cabinet as recommended in the agenda.
 4. Provide a copy of the above letter to Premier Steven Marshall, Minister for Regional Development David Basham, Federal Member for Barker Tony Pasin MP, Member for Mount Gambier Troy Bell MP and The Hon. Clare Scriven MLC and the Limestone Coast Regional Development Australia.
 5. Council invite each of the 7 Limestone Coast Council's to co-sign the letter.
- CARRIED**
- 15 Apr 2021 - 9:16 AM - Ashlee Lavia*
Revised Target Date changed by: Lavia, Ashlee From: 30 Mar 2021 To: 30 Apr 2021
Reason: In progress.



**15 ECONOMIC AND ENVIRONMENT COMMITTEE MINUTES AND
RECOMMENDATIONS**

Nil



16 PEOPLE AND PLACE COMMITTEE MINUTES AND RECOMMENDATIONS

16.1 [MINUTES OF THE PEOPLE AND PLACE COMMITTEE HELD ON 6 APRIL 2021 - Go to Attachment](#)

RECOMMENDATION

That the Minutes of the People and Place Committee meeting held on 6 April 2021 as attached be noted.

16.2 [Policy Review - D230 - Donations Authority to Approve Requests](#) – Report No. AR21/18417

RECOMMENDATION

1. That People and Place Committee Report No. AR21/18417 titled 'Policy Review - D230 - Donations Authority to Approve Requests' as presented on 06 April 2021 be noted.
2. That the updated Council Policy D230 - Donations Authority to Approve Requests as attached to Report No. AR21/18417 be endorsed.

16.3 [Progress Report - Sport, Recreation and Open Space Strategy](#) – Report No. AR21/18899

RECOMMENDATION

1. That People and Place Committee Report No. AR21/18899 titled 'Progress Report - Sport, Recreation and Open Space Strategy' as presented on 06 April 2021 be noted.

16.4 [Local Government Infrastructure Partnership Program](#) – Report No. AR21/18903

RECOMMENDATION

1. That People and Place Committee Report No. AR21/18903 titled 'Local Government Infrastructure Partnership Program' as presented on 06 April 2021 be noted.



**17 WULANDA AND RECREATION AND CONVENTION CENTRE COMMITTEE
MINUTES AND RECOMMENDATIONS**

**17.1 MINUTES OF THE WULANDA RECREATION AND CONVENTION CENTRE
COMMITTEE HELD ON 13 APRIL 2021 - [Go to Attachment](#)**

RECOMMENDATION

That the Minutes of the Wulanda Recreation and Convention Centre Committee meeting held on 13 April 2021 as attached be noted.



18 COUNCIL ASSESSMENT PANEL MINUTES

18.1 MINUTES OF THE COUNCIL ASSESSMENT PANEL HELD ON 18 MARCH 2021

RECOMMENDATION

That the Minutes of the Council Assessment Panel meeting held on 18 March 2021 as previously circulated be noted.



19 JUNIOR SPORTS ASSISTANCE (SECTION 41) COMMITTEE MINUTES AND RECOMMENDATIONS

Nil



20 AUDIT COMMITTEE MINUTES AND RECOMMENDATIONS

20.1 MINUTES OF THE AUDIT COMMITTEE HELD ON 12 APRIL 2021 - [Go to Attachment](#)

RECOMMENDATION

That the Minutes of the Audit Committee meeting held on 12 April 2021 as attached be noted.

20.2 [Review of terms of reference](#) – Report No. AR21/20133

RECOMMENDATION

1. That Audit Committee Report No. AR21/20133 titled 'Review of terms of reference' as presented on 12 April 2021 be noted.
2. That the Audit Committee terms of reference be reviewed and presented to next meeting.

20.3 [Audit Committee works program](#) – Report No. AR21/19856

RECOMMENDATION

1. That Audit Committee Report No. AR21/19856 titled 'Audit Committee works program' as presented on 12 April 2021 be noted.

20.4 [Quarterly Budget Review 2 2020/21](#) – Report No. AR21/19238

RECOMMENDATION

1. That Audit Committee Report No. AR21/19238 titled 'Quarterly Budget Review 2 2020/21' as presented on 12 April 2021 be noted.
2. That the Audit Committee note the adoption of the following resulting from the second quarterly Budget Review for 2020-21:
 - A \$34,996,000 forecast capital expenditure, representing a \$2,801,000 change from the original budget capital expenditure of \$37,797,000 (Item B and C), including a Budget revision carry over to 2020/21 of \$1,856,000 (Item A), an anticipated carry-over to 2021/22 of \$2,668,000 and a change of \$3,522,000 in relation to the construction of the Wulanda Recreation and Convention Centre (Item D);
 - \$1,230,000 forecasted operating deficit, representing a \$363,000 decreased deficit from the original budget operating deficit of \$1,593,000;
 - A \$11,632,000 forecast net surplus, representing a \$813,000 increase from the original budget net surplus of \$10,819,000; and
 - No impairment expense within other comprehensive expenses at BR2.



20.5 [Internal Controls - Proposed Budget process improvements](#) – Report No. AR21/19525

RECOMMENDATION

1. That Audit Committee Report No. AR21/19525 titled 'Internal Controls - Proposed Budget process improvements' as presented on 12 April 2021 be noted.



21 CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW COMMITTEE MINUTES AND RECOMMENDATIONS

Nil

22 CHIEF EXECUTIVE OFFICER SELECTION PANEL COMMITTEE MINUTES AND RECOMMENDATIONS

Nil

23 BUILDING FIRE SAFETY COMMITTEE MINUTES

Nil



24 COUNCIL REPORTS

24.1 FUNDING LOCAL GOVERNMENT INFRASTRUCTURE PARTNERSHIP PROGRAM PROJECT – REPORT NO. AR21/21155

Committee:	Council
Meeting Date:	20 April 2021
Report No.:	AR21/21155
CM9 Reference:	AF20/446
Author:	Colin McGregor, Management Accountant
Authoriser:	Darren Barber, General Manager Shared Services
Summary:	LGFA LGIPP Support Package - Cash Advance Debentures (CAD) reduced interest rate.
Strategic Plan Reference:	Goal 3: Our Diverse Economy
	Goal 5: Our Commitment

REPORT RECOMMENDATION

1. That Council Report No. AR21/21155 titled 'Funding Local Government Infrastructure Partnership Program Project' as presented on 20 April 2021 be noted.
2. Following receipt of an invitation to participate in the Local Government Finance Authority's LGIPP discounted loan package, Council authorises the execution of an annexure to Convertible Cash Advance Debenture (CAD) 104 loan agreement including authorising the Chief Executive Officer and Mayor to sign and affix Council's Common Seal to any documents to enact this decision, noting the effect of the annexure is that a discounted interest rate of 1.30% (being 0.75% off the Local Government Finance Authority's current standard variable rate of 2.05%) will apply to a portion (\$0.8M) of CAD 104 and is for a three-year term from date of establishment.



TYPE OF REPORT

Corporate

BACKGROUND

On the 21st of March Council was advised that it was successful in its application to the Local Government Infrastructure Partnership Program (LGIPP) for \$800,000 funding towards the costs of the Wandilo Road to Wireless Road West Shared walk/cycle path extension and solar light installation. The total cost of this project is expected to be around \$1,600,000 leaving Council to fund the remaining \$800,000.

On the 6th of April LGFA advised Council they were able to access a discounted Cash Advance Debenture Loan facility (-0.75% off the standard CAD rate) to help fund Councils \$800,000 portion. Council is able to split \$800,000 from an existing CAD facility to take advantage of this reduced rate.

Currently Council has 3 CAD facilities with a total limit of \$10,000,000

CAD Facility	Interest Rate*	CAD Limit
CAD 104	2.05%	\$1,800,000
CAD 105	2.05%	\$5,000,000
CAD CV19 104	1.30%	\$3,200,000
Total		\$10,000,000

* As of 31-Mar-2021

PROPOSAL

The proposal is that Council split \$800,000 from CAD 104 to take advantage of the reduced interest rate for the full three-year term available. This would bring the current variable interest rate down from 2.05% to 1.30%

LEGAL IMPLICATIONS

A Council resolution is necessary to authorise the Mayor and Chief Executive Officer to apply the Common Seal to documentation to execute this change.

STRATEGIC PLAN

Nil

COUNCIL POLICY

Nil

ECONOMIC IMPLICATIONS

Assuming Council continues to borrow the full \$800,000 this facility allows for a 3 year period the total savings for a 0.75% interest rate reduction would be \$18,000.

ENVIRONMENTAL IMPLICATIONS

Nil



SOCIAL IMPLICATIONS

Nil

CULTURAL IMPLICATIONS

Nil

RESOURCE IMPLICATIONS

The treasury function related to this resolution will be implemented by the Finance section within Council.

VALUE FOR MONEY

The proposal aims to minimise the interest expenditure that Council incurs.

RISK IMPLICATIONS

Settling the term of loans, determining the principal and interest or interest only loan allocation, the usage of the CAD facilities, will all have an impact on Council's interest rate risk.

EQUALITIES AND DIVERSITY IMPLICATIONS

Nil

ENGAGEMENT AND COMMUNICATION STRATEGY

Nil

IMPLEMENTATION STRATEGY

Council Finance department will work with the LGFA to implement this change

CONCLUSION AND RECOMMENDATION

Following receipt of an invitation to participate in the Local Government Finance Authority's LGIPP discounted loan package this report recommends that Council authorise the execution of an annexure to Convertible Cash Advance Debenture (CAD) 104 loan agreement including authorising the Chief Executive Officer and Mayor to sign and affix Council's Common Seal to any necessary documents to enact this decision, noting the effect of the annexure is that a discounted interest rate of 1.30% (being 0.75% off the Local Government Finance Authority's current standard variable rate of 2.05%) will apply to a portion (\$0.8M) of CAD 104 and is for a three-year term from date of establishment.

ATTACHMENTS

1. LGIPP - Advice of successful application [↓](#)
2. LGFA LGIPP Support Package [↓](#)



The Hon Rob Lucas MLC

TRS21D0597



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treasurer.dtf@sa.gov.au

Mayor Lynette Martin
City of Mount Gambier
city@mountgambier.sa.gov.au


Dear Mayor

I would like to thank you for submitting an application for funding support under the Local Government Infrastructure Partnership Program.

The Local Government Infrastructure Partnership Program received 107 applications for State funding support totalling \$197.3 million.

Projects were considered and scored against weighted assessment criteria by an evaluation panel in order to prioritise projects within the Government's \$100 million funding allocation.

Assessment criteria included:

- Commencement and completion timing – projects were scored on the extent to which they met the Government's shovel ready requirements.
- Job creation – including a weighed assessment of estimated construction jobs, use of local contractors and direct employment impacts post constructions.
- Alignment to the Government's Growth State Agenda, or contribution to community wellbeing.

57 projects have been funded covering 58 councils. Total grant funding approved is \$107 million.

I am pleased to offer the City of Mount Gambier support of \$800,000 towards the costs of the Wandilo Road to Wireless Road West Shared walk/cycle path extension and solar light installation project.

LGIPP funding is offered on the condition that:

- no other State grant funding is received for this project,
- construction must commence consistent with the timeframes set out in your funding application, and



- there will be no additional state funding impacts as a consequence of the project.

It has been determined that this project potentially has impacts on or may require associated works by the Department for Infrastructure and Transport. These potential impacts will require resolution prior to executing grant arrangements. Where there is an interface with a State maintained road please contact Mr Jim Psyridis, Manager, Transport Assessment at Jim.Psyridis@sa.gov.au. Contact needs to be made prior to any works commencing on site.

Where your grant is contingent on third party funding, and the third party funding arrangements change, it is expected that council will either increase their contribution or obtain other third party funding to cover the shortfall. Where the change in third party funding arrangements impact council's ability to deliver the approved project, council is required to obtain the Treasurer's approval to reduce the scope of the approved project.

The Department of Treasury and Finance will be in contact with you shortly with a grant agreement tailored to your approved project.

Should you have any queries about the program in the meantime, please contact the Secretariat on lginfrastructuregrants@sa.gov.au.

Yours sincerely



Hon Rob Lucas MLC
Treasurer

21 March 2021



From: [Michelle Parcell](#)
To: [Barbara Cernovskis](#)
Subject: LGFA LGIPP Support Package
Date: Tuesday, 6 April 2021 1:44:40 PM

City of Mount Gambier

Attention: Barbara Cernovskis

On 16th November 2020, following an announcement by the State Government regarding the Local Government Infrastructure Partnership Program (LGIPP), the LGFA announced it would offer a 3 year discounted Cash Advance Debenture loan facility (-0.75% off the standard CAD rate) to fund the remainder of the project.

Following Council Name's successful application for the grant, we are pleased to advise that your council is entitled to apply for the discounted facility and borrow up to \$800,000 (subject to the LGFA's normal lending criteria).

The discount can be applied to a new stand-alone facility or an existing CAD facility, and will be provided for a three-year term from the date of settlement.

Funds are required to be used in conjunction with the LGIPP grant funding program for the project: Shared walk/cycle path extension and Solar Light Installation Project. The discounted facility is available for set up until the 31st of March 2022. The first settlement date available is the 15th of May 2021.

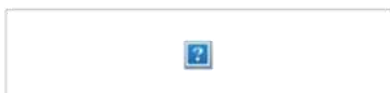
For new loan applications please access the application form via the LGFA Online Portal. For the conversion of an existing facility or any further information please contact Natasha Grigg, Manager Lending & Treasury, ngrigg@lgfa.com.au.

Kind regards,

Davin Lambert

CC: Lynette Martin, Jeroen Zwijnenburg

Davin Lambert
Chief Executive Officer
Local Government Finance Authority of South Australia
Suite 1205, 147 Pirie St, Adelaide SA 5000
E: dlambert@lgfa.com.au W: 08 8223 8543 M: 0418 293 981



25 MOTIONS WITH NOTICE

25.1 NOTICE OF MOTION - WULANDA RECREATION AND CONVENTION CENTRE MEMBERSHIP

Meeting: Council
CM9 Reference: AF20/446
Member: Steven Perryman, Councillor

I, Councillor Steven Perryman, give notice that at the next Ordinary Meeting of Council to be held on 20 April 2021, I intend to move the following motion:

MOTION

1. That Council Report No. AR21/22072 titled 'Notice of Motion - Wulanda Recreation and Convention Centre Membership' as presented on 20 April 2021 be noted.
2. That, pending further review of Council's committee structure, meeting schedule and membership at an Elected Member Workshop to be convened with the incoming Chief Executive Officer, the membership of the Council's Wulanda Recreation and Convention Centre Committee be amended by replacing the words '*eight Councillors*' with '*up to eight Councillors*' in clause 5.1 of the Committee Terms of Reference.
3. That I, Cr Perryman, resign from the Wulanda Recreation and Convention Centre Committee effective immediately, with resulting membership of the committee comprising seven Councillors.

RATIONALE

At a previous Council meeting I made comment about the membership of the Wulanda Recreation and Convention Centre Committee and my view that it is inappropriate for the whole Council to be on a Committee.

I would advise of my resignation, but I don't think that is sufficient in the circumstances as Council has endorsed by resolution the Committee Terms of Reference including membership as eight Councillors, so a resolution to amend the Terms of Reference would be required to give it effect.

Noting that an Elected Member Workshop is to be convened with the incoming Chief Executive Officer to review Council's committee structure, meeting schedule and membership of Standing Committees, including membership of the Wulanda Recreation and Convention Centre Committee, I present this motion to amend the Committee membership in the meantime to facilitate my resignation.

I commend this Notice of Motion to Council.

ATTACHMENTS

1. DRAFT Amended Terms of Reference - Wulanda Recreation and Convention Centre Committee [↓](#)





Wulanda Recreation and Convention Centre Committee

TERMS OF REFERENCE

A Committee of Council Established
pursuant to the provisions of Section 41
of the Local Government Act 1999.

Terms of Reference for the conduct of the business of the Wulanda Recreation and Convention Centre Committee were approved and adopted by the City of Mount Gambier at its meeting held on INSERT MEETING DATE.



Wulanda Recreation and Convention Centre Committee

The Wulanda Recreation and Convention Centre Committee has been established to:

- provide advice to assist Council in decision making on matters associated with the grant funding and development of the Wulanda Recreation and Convention Centre;
- conduct and/or assist with stakeholder and community engagement;
- assist with advocacy that supports Council's resolved position on the Wulanda Recreation and Convention Centre; and
- to provide strategic advice regarding the building and operationalisation of the Wulanda Recreation and Convention Centre.



Wulanda Recreation and Convention Centre Committee

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1 NAME

- 1.1 The name of the Council Committee shall be the Wulanda Recreation and Convention Centre Committee (in these Terms of Reference referred to as "the Committee").

2 INTERPRETATION

- 2.1 For the purpose of these Terms of Reference, unless inconsistent with the subject matter or context:
- 2.1.1 "Act" means the Local Government Act 1999 and includes all Regulations and Schedules.
 - 2.1.2 "Committee" means the Committee of Council established pursuant to clause 3.
 - 2.1.3 "Committee Member" means the persons appointed by the Council to the Committee pursuant to clause 5.
 - 2.1.4 "Commencement Date" means the date on which the Committee is established and becomes operative pursuant to clause 3.
 - 2.1.5 "Council" means the City of Mount Gambier that established the Committee and to which the Committee reports.
 - 2.1.6 "Presiding Member of the Committee of Council" means the person appointed to that position pursuant to clause 5.
 - 2.1.7 "Observers" means those persons attending any meeting of the Committee of Council, but not having a vote on any matter to be determined by the Committee and not having been appointed as Committee Members.
 - 2.1.8 "Sub-Committee" means a sub-committee established in accordance with the Act.
- 2.2 Any words, phrases or terms used in these Terms of Reference that are defined in the Act shall have the same meaning as are given in the Act.
- 2.3 A reference in these Terms of Reference to a "singular" includes a reference to the "plural" and a reference to a "plural" includes a reference to the "singular".
- 2.4 These Terms of Reference shall be interpreted in line with the provisions of the Act.
- 2.5 Notices
- 2.5.1 All communication to be given to the Committee shall be addressed to:

Wulanda Recreation and Convention Centre
Committee PO Box 56
MOUNT GAMBIER SA 5290
Email: city@mountgambier.sa.gov.au

3 ESTABLISHMENT

- 3.1 The Wulanda Recreation and Convention Centre Committee is established under Section 41 of the Local Government Act 1999.
- 3.2 The Committee will be established and become operative from the time a resolution of the Council is passed.
- 3.3 The Committee is established by the Council to provide considered advice to assist decision making on matters associated with the development of a Wulanda Recreation and Convention Centre.



4 OBJECTIVES

- 4.1 The Wulanda Recreation and Convention Centre Committee has been established to:
- provide advice to assist Council in decision making on matters associated with the grant application and development of the Wulanda Recreation and Convention Centre;
 - conduct and/or assist with stakeholder and community engagement;
 - assist with advocacy that supports Council's resolved position on the Wulanda Recreation and Convention Centre;
 - to provide strategic advice regarding the design and operationalisation of the Wulanda Recreation and Convention Centre; and
 - to make recommendations to Council on the future name of the Wulanda Recreation and Convention Centre.

5 MEMBERSHIP

- 5.1 Membership of the Committee will comprise up to eight Councillors.
- 5.2 The Mayor has Ex-Officio membership on this Committee.
- 5.3 The Committee has the right to co-opt individual members who have special expertise to assist the Committee under its objective. Such co-opted members have the right to attend meetings and participate in discussion but will have no voting rights on the Committee.
- 5.4 Council will appoint a Presiding Member.
- 5.5 Council reserves the right not to appoint any nominee, to remove and replace any co-opted member.

6 QUORUM

- 6.1 At all Meetings of the Committee a quorum must be present.
- 6.2 A quorum will be determined by dividing by 2 the number of Members formally appointed to the Committee ignoring any fraction and adding 1 (excluding Mayor as ex-officio).

7 MEETINGS OF THE COMMITTEE

- 7.1 The Committee shall hold ordinary meetings at least bi-monthly.
- 7.2 No business shall be transacted at any meeting of the Committee unless a quorum of Members is present.
- 7.3 The Presiding Member, when physically present, shall preside at all meetings of the Committee and at any other time the Committee shall appoint an Acting Presiding Member who shall preside at that meeting.
- 7.4 Each Member of the Committee including the Presiding Member present at any meeting of the Committee must vote on any matter requiring determination and all decisions shall be decided on a simple majority of votes cast.
- 7.5 Each Member of the Committee including the Presiding Member present at any meeting of the Committee shall have one deliberate vote only.

8 PROCEDURES AT MEETINGS

- 8.1 The procedure to be observed in relation to the conduct of meetings of the Committee is in accordance with Local Government (Procedures at Meetings) Regulations 2013.



- 8.2 In accordance with s89 of the Act, insofar as a procedure is not prescribed by regulation, it shall be as determined by the Council, and insofar as a procedure is not determined by the Council, it shall be as determined by the Committee itself.

9 LIABILITY OF THE COMMITTEE

- 9.1 A liability incurred by the Committee rests against Council.
- 9.2 No liability attaches to a Member of the Committee for an honest act or omission by that Member of the Committee in the performance or discharge, or purported performance or discharge, of the Member's or the Committee's functions or duties.
- 9.3 All members of the committee are bound by the Council Member Code of Conduct as published in accordance with Section 63 of the Act.

10 DELEGATION

- 10.1 The Committee has no delegation to act with all recommendations of the Committee (and of any Sub-Committees established by the Committee) to be considered by final Council for final decision and resolution.

11 SUB-COMMITTEES

- 11.1 The Committee may establish a Sub-Committee to assist it in a matter directly related to the Committees objectives.
- 11.2 When establishing a Sub-Committee the Committee must set out the Terms of Reference for the Sub-Committee.
- 11.3 The Committee may appoint to a Sub-Committee Council Members who are not members of the Committee, Council Officers and members of the public with skills or expertise in a field relevant to the matters which the Sub-Committee is established to assist with.
- 11.4 A Sub-Committee established in accordance with this clause will report to the Committee and will have the same meeting notice, minute keeping and procedural obligations as the Committee as defined in the Act.
- 11.5 If a Sub-Committee Member is absent from 2 or more consecutive meetings of the Sub-Committee without an apology accepted by the Committee and Council then that Sub-Committee Members position shall be considered vacant.
- 11.6 If a Sub-Committee established under this Clause 14 fails to achieve quorum on 2 consecutive occasions then the Sub-Committee will be considered to be in recess and the Chief Executive Officer is to present a report to the Committee for consideration.

12 MINUTES OF THE COMMITTEE

- 12.1 The CEO or his appointee must cause minutes to be kept of the proceedings of the Committee.
- 12.2 Minutes of the Committee shall be available to all Members of the Committee, Council and the public.
- 12.3 The Minutes of the proceedings of a meeting are to comply with the requirements of the Act.
- 12.4 Minutes of the Committee Meeting shall be submitted for confirmation at the next meeting of the Committee and if confirmed, shall be signed by the Presiding Member or other person presiding at the subsequent meeting.



12.5 Minutes of the Committee Meeting and any recommendations (including the minutes and recommendations of any Sub-Committee established by the Committee) shall be submitted to Council and shall be of no effect until endorsed as a resolution of Council.

13 AMENDMENTS TO TERMS OF REFERENCE

13.1 It will be lawful for the Council by resolution to revoke, vary or add to any of the provisions of these Terms of Reference at its own discretion within the parameters of the Act and any other relevant legislation.

13.2 Notwithstanding 16.1 hereof before the Council resolves to revoke, vary or add to any of the provisions of these Terms of Reference it may, but will be under no obligation, to obtain the opinion of the Committee.

14 INTERPRETATION OF TERMS OF REFERENCE

14.1 Should there be any dispute as to the definition and/or interpretation of these Terms of Reference, or any part thereof or any irregularities whatsoever that are unable to be resolved by the Presiding Member then the Council shall determine the dispute and the decision of the Council shall be final and binding.

15 WINDING UP

15.1 The Council may cease the operation of the Committee and the Committee may make such recommendation to the Council on the completion of its function.

| [14 April](#) 2021



26 URGENT MOTIONS WITHOUT NOTICE



27 CONFIDENTIAL ITEMS OF COMMITTEES

27.1 CONFIDENTIAL ITEMS OF THE PEOPLE AND PLACE COMMITTEE HELD ON 6 APRIL 2021

27.2 Road Opening Process - Pinehall Avenue

CONSIDERATION FOR EXCLUSION OF THE PUBLIC

Pursuant to section 90(2) of the *Local Government Act 1999* the Council orders that all members of the public, except Mayor Martin, Councillors S Meziniec, K Amoroso, M Bruins, C Greco, B Hood, P Jenner and S Perryman and Council Officers B Cernovskis, D Barber, T Coote, M McDonald, S McLean and M Telford be excluded from attendance at the meeting for the receipt, discussion and consideration in confidence of Agenda Item 27.2 AR21/12277 Road Opening Process - Pinehall Avenue.

The Council is satisfied that, pursuant to section 90(3) (a), (b), (d) and (i) of the Act, the information to be received, discussed or considered in relation to the Agenda Item is:

- information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead)
- information the disclosure of which could reasonably be expected to confer a commercial advantage on a person with whom the Council is
 - conducting business; or
 - proposing to conduct business; or
 - to prejudice the commercial position of the Council

In addition, the disclosure of this information would, on balance, be contrary to the public interest. The public interest in public access to the meeting has been balanced against the public interest in the continued non-disclosure of the information. The benefit to the public at large resulting from withholding the information outweighs the benefit to it of disclosure of the information.

- commercial information of a confidential nature (not being a trade secret) the disclosure of which could reasonably be expected:
 - to prejudice the commercial position of the person who supplied the information, or
 - to confer a commercial advantage on a third party

In addition, the disclosure of this information would, on balance, be contrary to the public interest. The public interest in public access to the meeting has been balanced against the public interest in the continued non-disclosure of the information. The benefit to the public at large resulting from withholding the information outweighs the benefit to it of disclosure of the information.

- information relating to:
 - actual litigation, or
 - litigation that the Council or Council committee believes on reasonable grounds will take place,
 - involving the Council or an employee of the Council



The Council is satisfied that the principle that the meeting be conducted in a place open to the public has been outweighed in the circumstances because the information to be considered relates to the compulsory acquisition of land for road opening purposes for which the owner has not engaged in negotiations and it is reasonably considered will result in litigation.

CONSIDERATION FOR KEEPING ITEMS CONFIDENTIAL

1. In accordance with Sections 91(7) and 91(9) of the *Local Government Act 1999* the Council orders that the report 6.1 AR21/12277 Road Opening Process - Pinehall Avenue and its attachments, the discussion and the resolution/s and minutes arising from the report, having been considered by the Council in confidence under Section 90(2) & (3) (a), (b), (d) and (i) be kept confidential and not available for public inspection until the acquisition of the subject land has been settled and any court actions finalised.
2. Further that Council delegates the power to review, revoke, but not extend the confidential order to the Chief Executive Officer in accordance with the provisions of Section 91(9)(c) of the *Local Government Act 1999*.



27.3 CONFIDENTIAL ITEMS OF THE AUDIT COMMITTEE HELD ON 12 APRIL 2021

27.4 Tender for External Audit Services for FY2022 to FY2025

CONSIDERATION FOR EXCLUSION OF THE PUBLIC

Pursuant to section 90(2) of the *Local Government Act 1999* the Council orders that all members of the public, except Mayor Martin, Councillors S Mezinec, K Amoroso, M Bruins, C Greco, B Hood, P Jenner and S Perryman and Council Officers B Cernovskis, D Barber, T Coote, M McDonald, S McLean and M Telford be excluded from attendance at the meeting for the receipt, discussion and consideration in confidence of Agenda Item 27.4 AR21/20765 Tender for External Audit Services for FY2022 to FY2025.

The Council is satisfied that, pursuant to section 90(3) (k) of the Act, the information to be received, discussed or considered in relation to the Agenda Item is:

- tenders for the:
 - supply of goods, or
 - the provision of services, or
 - the carrying out of works

The Council is satisfied that the principle that the meeting be conducted in a place open to the public has been outweighed in the circumstances because this item relates to the discussion and recommendation of tenders for external audit services.

CONSIDERATION FOR KEEPING ITEMS CONFIDENTIAL

1. In accordance with Sections 91(7) and 91(9) of the *Local Government Act 1999* the Council orders that the report 6.1 AR21/20765 Tender for External Audit Services for FY2022 to FY2025 and its attachments, the discussion and the resolution/s and minutes arising from the report, having been considered by the Council in confidence under Section 90(2) & (3) (k) be kept confidential and not available for public inspection until two years after the recommendation of external audit services.
2. Further that Council delegates the power to review, revoke, but not extend the confidential order to the Chief Executive Officer in accordance with the provisions of Section 91(9)(c) of the *Local Government Act 1999*.



27.5 CONFIDENTIAL ITEMS OF THE WULANDA RECREATION AND CONVENTION CENTRE COMMITTEE HELD ON 13 APRIL 2021

27.6 Wulanda Recreation and Convention Centre Branding

CONSIDERATION FOR EXCLUSION OF THE PUBLIC

Pursuant to section 90(2) of the *Local Government Act 1999* the Council orders that all members of the public, except Mayor Martin, Councillors S Meziniec, K Amoroso, M Bruins, C Greco, B Hood, P Jenner and S Perryman and Council Officers B Cernovskis, D Barber, T Coote, M McDonald, S McLean and M Telford be excluded from attendance at the meeting for the receipt, discussion and consideration in confidence of Agenda Item 27.6 AR21/19990 Wulanda Recreation and Convention Centre Branding.

The Council is satisfied that, pursuant to section 90(3) (b) and (d) of the Act, the information to be received, discussed or considered in relation to the Agenda Item is:

- information the disclosure of which could reasonably be expected to confer a commercial advantage on a person with whom the Council is
 - conducting business; or
 - proposing to conduct business; or
 - to prejudice the commercial position of the Council

In addition, the disclosure of this information would, on balance, be contrary to the public interest. The public interest in public access to the meeting has been balanced against the public interest in the continued non-disclosure of the information. The benefit to the public at large resulting from withholding the information outweighs the benefit to it of disclosure of the information.

- commercial information of a confidential nature (not being a trade secret) the disclosure of which could reasonably be expected:
 - to prejudice the commercial position of the person who supplied the information, or
 - to confer a commercial advantage on a third party

In addition, the disclosure of this information would, on balance, be contrary to the public interest. The public interest in public access to the meeting has been balanced against the public interest in the continued non-disclosure of the information. The benefit to the public at large resulting from withholding the information outweighs the benefit to it of disclosure of the information.

The Council is satisfied that the principle that the meeting be conducted in a place open to the public has been outweighed in the circumstances because the disclosure of information associated with this report could benefit one or more participants bidding for the provision of Council services and prejudice Council's bargaining in this area. It would potentially be of detriment to the Council in achieving best value for the provision of services to release this information at this time. The disclosure of this information at this time is considered on balance to be contrary to the public's interest as it would prejudice the Council in obtaining best value services on behalf of our community.



CONSIDERATION FOR KEEPING ITEMS CONFIDENTIAL

1. In accordance with Sections 91(7) and 91(9) of the *Local Government Act 1999* the Council orders that the report 5.1 AR21/19990 Wulanda Recreation and Convention Centre Branding and its attachments, the discussion and the resolution/s and minutes arising from the report, having been considered by the Council in confidence under Section 90(2) & (3) (b) and (d) be kept confidential and not available for public inspection until two years have elapsed. The information relating to the name of the successful provider and contract value is to be released to the public following the execution of a signed contract with the chosen company.
2. Further that Council delegates the power to review, revoke, but not extend the confidential order to the Chief Executive Officer in accordance with the provisions of Section 91(9)(c) of the *Local Government Act 1999*.



27.7 Project Control Group (PCG) Progress Report - As at 05/04/2021

CONSIDERATION FOR EXCLUSION OF THE PUBLIC

Pursuant to section 90(2) of the *Local Government Act 1999* the Council orders that all members of the public, except Mayor Martin, Councillors S Mezinac, K Amoroso, M Bruins, C Greco, B Hood, P Jenner and S Perryman and Council Officers B Cernovskis, D Barber, T Coote, M McDonald, S McLean and M Telford be excluded from attendance at the meeting for the receipt, discussion and consideration in confidence of Agenda Item 27.7 AR21/20559 Project Control Group (PCG) Progress Report - As at 05/04/2021.

The Council is satisfied that, pursuant to section 90(3) (b) and (d) of the Act, the information to be received, discussed or considered in relation to the Agenda Item is:

- information the disclosure of which could reasonably be expected to confer a commercial advantage on a person with whom the Council is
 - conducting business; or
 - proposing to conduct business; or
 - to prejudice the commercial position of the Council

In addition, the disclosure of this information would, on balance, be contrary to the public interest. The public interest in public access to the meeting has been balanced against the public interest in the continued non-disclosure of the information. The benefit to the public at large resulting from withholding the information outweighs the benefit to it of disclosure of the information.

- commercial information of a confidential nature (not being a trade secret) the disclosure of which could reasonably be expected:
 - to prejudice the commercial position of the person who supplied the information, or
 - to confer a commercial advantage on a third party

In addition, the disclosure of this information would, on balance, be contrary to the public interest. The public interest in public access to the meeting has been balanced against the public interest in the continued non-disclosure of the information. The benefit to the public at large resulting from withholding the information outweighs the benefit to it of disclosure of the information.

The Council is satisfied that the principle that the meeting be conducted in a place open to the public has been outweighed in the circumstances because the disclosure of information associated with this report could reasonably be expected to prejudice the commercial position of the third party as the present matter relates to the signed contracts between Council, BADGE, Turner and Townsend, Design Inc and Rider Levett Bucknall for the construction of the Wulanda Recreation and Convention Centre. The disclosure of this information at this time is considered on balance to be contrary to the public's interest as it would unreasonably expose the sensitive interest of the third party.

CONSIDERATION FOR KEEPING ITEMS CONFIDENTIAL

1. In accordance with Sections 91(7) and 91(9) of the *Local Government Act 1999* the Council orders that the report 5.2 AR21/20559 Project Control Group (PCG) Progress Report - As



at 05/04/2021 and its attachments, the discussion and the resolution/s and minutes arising from the report, having been considered by the Council in confidence under Section 90(2) & (3) (b) and (d) be kept confidential and not available for public inspection until 12 months after completion of the project.

2. Further that Council delegates the power to review, revoke, but not extend the confidential order to the Chief Executive Officer in accordance with the provisions of Section 91(9)(c) of the *Local Government Act 1999*.



27.8 Wulanda Recreation and Convention Centre - Stage 3 Community Reference Group - Membership Recommendations

CONSIDERATION FOR EXCLUSION OF THE PUBLIC

Pursuant to section 90(2) of the *Local Government Act 1999* the Council orders that all members of the public, except Mayor Martin, Councillors S Mezinec, K Amoroso, M Bruins, C Greco, B Hood, P Jenner and S Perryman and Council Officers B Cernovskis, D Barber, T Coote, M McDonald, S McLean and M Telford be excluded from attendance at the meeting for the receipt, discussion and consideration in confidence of Agenda Item 27.8 AR21/16985 Wulanda Recreation and Convention Centre - Stage 3 Community Reference Group - Membership Recommendations.

The Council is satisfied that, pursuant to section 90(3) (a) of the Act, the information to be received, discussed or considered in relation to the Agenda Item is:

- information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead)

The Council is satisfied that the principle that the meeting be conducted in a place open to the public has been outweighed in the circumstances because the information contained and to be discussed includes personal affairs of the proposed Community Reference Group members.

CONSIDERATION FOR KEEPING ITEMS CONFIDENTIAL

1. In accordance with Sections 91(7) and 91(9) of the *Local Government Act 1999* the Council orders that the report 5.3 AR21/16985 Wulanda Recreation and Convention Centre - Stage 3 Community Reference Group - Membership Recommendations and its attachments, the discussion and the resolution/s and minutes arising from the report, having been considered by the Council in confidence under Section 90(2) & (3) (a) be kept confidential and not available for public inspection until a further order to be reviewed each year with the names of appointed members to be released following endorsement.
2. Further that Council delegates the power to review, revoke, but not extend the confidential order to the Chief Executive Officer in accordance with the provisions of Section 91(9)(c) of the *Local Government Act 1999*.



28 NEW CONFIDENTIAL ITEMS

28.1 COUNTRY ARTS SA - SIR ROBERT HELPMANN THEATRE MASTER PLAN – REPORT NO. AR21/21895

CONSIDERATION FOR EXCLUSION OF THE PUBLIC

Pursuant to section 90(2) of the *Local Government Act 1999* the Council orders that all members of the public, except Mayor Martin, Councillors S Meziniec, K Amoroso, M Bruins, C Greco, B Hood, P Jenner and S Perryman and Council Officers B Cernovskis, D Barber, T Coote, M McDonald, S McLean and M Telford be excluded from attendance at the meeting for the receipt, discussion and consideration in confidence of Agenda Item 28.1 AR21/21895 Country Arts SA - Sir Robert Helpmann Theatre Master Plan.

The Council is satisfied that, pursuant to section 90(3) (b), (d), (g) and (j) of the Act, the information to be received, discussed or considered in relation to the Agenda Item is:

- information the disclosure of which could reasonably be expected to confer a commercial advantage on a person with whom the Council is
 - conducting business; or
 - proposing to conduct business; or
 - to prejudice the commercial position of the Council
- commercial information of a confidential nature (not being a trade secret) the disclosure of which could reasonably be expected:
 - to prejudice the commercial position of the person who supplied the information, or
 - to confer a commercial advantage on a third party
- information concerning matters that must be considered in confidence in order to ensure that the Council does not:
 - breach any law, order or direction of a court or tribunal constituted by law,
 - breach any duty of confidence, or
 - breach any other legal obligation or duty
- information the disclosure of which would divulge information provided on a confidential basis by or to:
 - a Minister of the Crown, or
 - another Public Authority or official (not being an employee or a person engaged by the Council) that would on balance be contrary to the public interest

The Council is satisfied that the principle that the meeting be conducted in a place open to the public has been outweighed in the circumstances because the matters for consideration include information provided in-confidence by another public authority thus creating a duty of confidence, as well as information that, if disclosed, could prejudice the commercial position of the Council in negotiations as well as confer an advantage on a third party with whom Council may be proposing to enter into a contractual arrangements.

CONSIDERATION FOR KEEPING ITEMS CONFIDENTIAL

1. In accordance with Sections 91(7) and 91(9) of the *Local Government Act 1999* the Council orders that the report 28.1 AR21/21895 Country Arts SA - Sir Robert Helpmann Theatre Master Plan and its attachments, the discussion and the resolution/s and minutes arising from the report, having been considered by the Council in confidence under Section 90(2) & (3) (b), (d), (g) and (j) be kept confidential and not available for public inspection until the proposal has been fully executed or 12 months after Council has abandoned any actions in relation to the proposal, whichever is the earlier.
2. Further that Council delegates the power to review, revoke, but not extend the confidential order to the Chief Executive Officer in accordance with the provisions of Section 91(9)(c) of the *Local Government Act 1999*.

29 MEETING CLOSE



COMMITTEE MINUTES

AND

REPORTS / ATTACHMENTS

**MINUTES OF CITY OF MOUNT GAMBIER ORDINARY COUNCIL MEETING
HELD AT THE COUNCIL CHAMBER, CIVIC CENTRE, 10 WATSON TERRACE,
MOUNT GAMBIER ON TUESDAY, 16 MARCH 2021 AT 6.00 P.M.**

PRESENT: Mayor Lynette Martin (OAM), Cr Sonya Meziniec, Cr Kate Amoroso, Cr Max Bruins, Cr Christian Greco (arrived at 6.18 pm), Cr Ben Hood, Cr Paul Jenner, Cr Frank Morello, Cr Steven Perryman

OFFICERS IN ATTENDANCE:	Acting Chief Executive Officer	- Ms B Cernovskis
	Acting General Manager City Infrastructure	- Mr M McDonald
	General Manager Share Services	- Mr D Barber
	General Manager City Growth	- Mr T Coote
	Manager Governance and Property	- Mr M McCarthy
	Media and Communications Coordinator	- Ms S McLean
	Manager Development Services	- Ms T Tzioutziouklaris
	Senior Building Officer	- Mr Paul Gibbs
	Executive Administration Officer	- Mrs M Telford

1 ACKNOWLEDGEMENT OF COUNTRY

WE ACKNOWLEDGE THE BOANDIK PEOPLES AS THE TRADITIONAL CUSTODIANS OF THE LAND WHERE WE MEET TODAY. WE RESPECT THEIR SPIRITUAL RELATIONSHIP WITH THE LAND AND RECOGNISE THE DEEP FEELINGS OF ATTACHMENT OUR INDIGENOUS PEOPLES HAVE WITH THIS LAND.

The Mayor sought the approval of at least two-thirds of the members present at the meeting to suspend meeting procedures for five minutes:

Purpose of the Suspension: To determine whether we are in breach of the Act to convene a Council Meeting.

Carried by more than two-thirds of the members present at the meeting.

Meeting Procedures were suspended at 6.02 pm.

The Mayor sought the approval of at least two-thirds of the members present at the meeting to suspend meeting procedures for a further five minutes:

Purpose of the Suspension: To determine whether we are in breach of the Act to convene a Council Meeting.

Carried by more than two-thirds of the members present at the meeting.

Meeting Procedures were suspended at 6.08 pm.

The Mayor determined that the period of suspension should be brought to an end;

Carried by more than two-thirds of the members present at the meeting.

The Period of Suspension came to an end and Meeting Procedures resumed at 6.15 pm

2 APOLOGIES

Nil

3 LEAVE OF ABSENCE

Nil

4 CONFIRMATION OF COUNCIL MINUTES

RESOLUTION 2021/57

Moved: Cr Max Bruins

Seconded: Cr Sonya Mezinec

That the minutes of the Ordinary Council meeting held on 16 February 2021 and the Special Council meeting held on 3 March 2021 be confirmed as an accurate record of the proceedings of the meeting.

CARRIED

5 MAYORAL REPORT

- LGASA Mayor's Forum
- Weekly LCLGA Mayor's Virtual Meeting
- CEO Recruitment Presentations
- Radio Interview with 5GTR-FM
- LCLGA & RDALC Joint Board Meeting
- Elected Members Workshop – Mick Theobald – One Forty One
- Meeting with Nathan Woodruff – Chairman Mount Gambier NTSA
- Meeting with Representatives from acCare re Homelessness
- Chamber of Commerce Mix and Mingle
- CEO Selection Committee Meeting
- Weekly LCLGA Mayor's Virtual Meeting
- OAA Luncheon Meeting
- LGASA Mayor's Forum Zoom Meeting
- Planning and Development Code Zoom Meeting
- Matthews Hospitality – Informal Meet and Greet
- Meeting with Christine Lochyer – Matthews Hospitality Group
- Limestone Coast Regional Freight Forum
- Elected Members Workshop – LC Destination Management Plan
- Meeting with Anthony Penney – Qantas
- Visit to Blue Lake Golf Club
- WiBRD International Women's Day Breakfast 2021
- Weekly LCLGA Mayor's Virtual Meeting including Special Meeting of LCLGA
- Photographs with 2020 Zoom Citizenship Conferees
- 2021 World Day of Prayer Service
- RDALC – Local Jobs Program Launch
- Generations in Jazz 2021 Consultative and Strategy Planning Forum
- Guest Speaker – Rotary Club of Mount Gambier
- Weekly LCLGA Mayor's Virtual Meeting
- Virtual Meeting with ProManage – re Limestone Coast Landscape Board
- Guest Speaker - Probus Club Meeting

RESOLUTION 2021/58

Moved: Mayor Lynette Martin

Seconded: Cr Kate Amoroso

That the Mayoral report made on 16 March 2021 be received.

CARRIED

Cr Greco arrived at 6.18 pm.

6 REPORTS FROM COUNCILLORS

Cr Bruins	Fringe Launch Event
Cr Hood	Tour of Blue Lake Golf Club
Cr Jenner	Mount Gambier Residential LED Light Project, Public Lighting Working Group State Meeting, Blue Lake Golf Club Meeting, Mount Gambier Fringe
Cr Mezinec	Women in Business and Regional Development Launch
Cr Morello	Tour of Blue Lake Golf Club

RESOLUTION 2021/59

Moved: Cr Sonya Mezinec

Seconded: Cr Kate Amoroso

That the reports made by Councillors on 16 March 2021 be received.

CARRIED

7 QUESTIONS WITH NOTICE

7.1 QUESTION WITH NOTICE - 2020 STAFF SURVEY

RESOLUTION 2021/60

Moved: Cr Steven Perryman

Seconded: Cr Max Bruins

1. That the response to the question regarding 2020 Staff Survey raised by Councillor Paul Jenner be received and noted.
2. All staff comments will not be provided. The general results of the 2020 Staff Survey will be presented to an Elected Members workshop.

CARRIED

8 QUESTIONS WITHOUT NOTICE

Nil

9 PETITIONS

Nil

10 DEPUTATIONS

Nil

Pursuant to Section 75A of the Local Government Act 1999, Cr Greco disclosed a perceived conflict of interest in Item 11.1

"My business is a sponsor, which allows me to be a member of the Blue Lake Golf Club, I see this as a perceived conflict."

Cr Greco informed the meeting of the manner in which he intends to deal with the perceived conflict of interest in Item 11.1 as follows:

"I will not participate."

In accordance with Section 75A of the Local Government Act 1999 Cr Greco left the meeting for Item 11.1.

Cr Greco left the meeting at 6.21 p.m.

11 NOTICE OF MOTION TO RESCIND OR AMEND

11.1 NOTICE OF RESCISSION/AMENDMENT - BLUE LAKE GOLF COURSE LEASING

RESOLUTION 2021/61

Moved: Cr Sonya Meziniec

Seconded: Cr Paul Jenner

1. That Council Report No. AR21/13946 titled 'Notice of Rescission/Amendment - Blue Lake Golf Course Leasing' as presented on 16 March 2021 be noted.
2. That parts 2 and 4 of resolution 2019/131 titled Queen Elizabeth Park Trust / Blue Lake Golf Course - Leasing that were passed on 21 May 2019 as follows:

"2. Council offer the Blue Lake Golf Club a 5 year lease comprising of a 1 year lease and 4 x 1 year right of renewal for the entire golf course including all buildings, facilities and infrastructure. This lease shall include as a standard clause the right to sublet with Council consent.

....

4. Councils willingness to enter into a lease with the Blue Lake Golf Club is subject to development of key performance indicators agreed to by Council and a detailed asset management plan being developed by the Blue Lake Golf Club with the assistance of Council."

be revoked to enable consideration to be given to alternative lease tenure options for the Blue Lake Golf Course.

CARRIED

Cr Greco returned to the meeting at 6.26 pm.

12 ELECTED MEMBERS WORKSHOPS

12.1 ELECTED MEMBER WORKSHOP FROM 15/02/2021 TO 10/03/2021

RESOLUTION 2021/62

Moved: Cr Ben Hood

Seconded: Cr Max Bruins

1. That Council Report No. AR21/1603 titled 'Elected Member Workshop from 15/02/2021 to 10/03/2021' as presented on 16 March 2021 be noted.

CARRIED

13 ELECTED MEMBERS TRAINING AND DEVELOPMENT

Nil

14 COUNCIL ACTION ITEMS

14.1 COUNCIL ACTION ITEMS - 16/02/2021

RESOLUTION 2021/63

Moved: Cr Sonya Mezinac

Seconded: Cr Max Bruins

1. That Council Report No. AR21/1578 titled 'Council Action Items - 16/02/2021' as presented on 16 March 2021 be noted.

CARRIED

15 ECONOMIC AND ENVIRONMENT COMMITTEE MINUTES AND RECOMMENDATIONS

Nil

16 PEOPLE AND PLACE COMMITTEE MINUTES AND RECOMMENDATIONS

Nil

17 WULANDA AND RECREATION AND CONVENTION CENTRE COMMITTEE MINUTES AND RECOMMENDATIONS

17.1 MINUTES OF THE WULANDA RECREATION AND CONVENTION CENTRE COMMITTEE HELD ON 9 MARCH 2021

RESOLUTION 2021/64

Moved: Cr Ben Hood

Seconded: Cr Frank Morello

That the Minutes of the Wulanda Recreation and Convention Centre Committee meeting held on 9 March 2021 as attached be noted.

CARRIED

17.2 WULANDA RECREATION AND CONVENTION CENTRE - BRAND DEVELOPMENT - REPORT NO. AR21/13415

RESOLUTION 2021/65

Moved: Cr Ben Hood
Seconded: Cr Paul Jenner

1. That Wulanda Recreation and Convention Centre Committee Report No. AR21/13415 titled 'Wulanda Recreation and Convention Centre - Brand Development' as presented on 09 March 2021 be noted.

CARRIED**18 COUNCIL ASSESSMENT PANEL MINUTES****18.1 MINUTES OF THE COUNCIL ASSESSMENT PANEL HELD ON 18 FEBRUARY 2021****RESOLUTION 2021/66**

Moved: Cr Paul Jenner
Seconded: Cr Ben Hood

That the Minutes of the Council Assessment Panel meeting held on 18 February 2021 as previously circulated be noted.

CARRIED**19 JUNIOR SPORTS ASSISTANCE (SECTION 41) COMMITTEE MINUTES AND RECOMMENDATIONS**

Nil

20 AUDIT COMMITTEE MINUTES AND RECOMMENDATIONS

Nil

21 CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW COMMITTEE MINUTES AND RECOMMENDATIONS

Nil

22 CHIEF EXECUTIVE OFFICER SELECTION PANEL COMMITTEE MINUTES AND RECOMMENDATIONS

Nil

23 BUILDING FIRE SAFETY COMMITTEE MINUTES

Nil

24 COUNCIL REPORTS**24.1 REVIEW OF COUNCIL DELEGATIONS****RESOLUTION 2021/67**

Moved: Cr Sonya Meziniec

Seconded: Cr Max Bruins

1. That Council Report No. AR21/6156 titled 'Review of Council Delegations ' as presented on 16 March 2021 be noted.
2. The City of Mount Gambier (Council) delegates each function or power of the Council as referenced in the tables attached to Council Report No. AR21/6156 (Attachment 1) to the identified delegate(s).
3. The delegations are granted pursuant to section 44 of the Local Government Act 1999, excepting that the functions and powers of the Council:
 - (a) as an administering agency under the Environment Protection Act 1993 are delegated pursuant to section 18C of the Environment Protection Act;
 - (b) set out in Division 8, Part 4 of the Fire and Emergency Services Act 2005 are delegated pursuant to section 93 of the Fire and Emergency Services Act;
 - (c) acting as an enforcement agency under the Food Act 2001 are delegated pursuant to section 91 of the Food Act;
 - (d) acting as a road manager under the Heavy Vehicle National Law are delegated pursuant to section 22B of the Heavy Vehicle National Law (South Australia) Act 2013;
 - (e) acting as a relevant authority under the Safe Drinking Water Act 2011 are delegated pursuant to section 43 of the Safe Drinking Water Act; and
 - (f) under the Supported Residential Facilities Act 1992 are delegated pursuant to section 9(2) of the Supported Residential Facilities Act.
4. The delegations granted pursuant to:
 - (a) the Local Government Act to the Council's Chief Executive Officer (CEO), in accordance with sections 44(4)(b) and 101 of the Local Government Act, but subject to section 44(3a) of the Local Government Act;
 - (b) the Fire and Emergency Services Act;
 - (c) the Food Act;
 - (d) the Heavy Vehicle National Law (South Australia) Act;
 - (e) the Safe Drinking Water Act; and
 - (f) the Supported Residential Facilities Actmay be sub-delegated by the Chief Executive Officer or delegate, except delegations under the Fire and Emergency Services Act only permitted to a Fire Prevention Officer.
5. If two or more delegates are nominated in respect of a power or function, then each nominated person or position is granted a delegation and may exercise the power or function independently of any other delegate.
6. The delegations are granted subject to the following conditions and limitations:
 - (a) the delegate must exercise a delegated function or power in accordance with:
 - (i) applicable legislative and other legal requirements; and
 - (ii) due regard to relevant policies and guidelines adopted by the Council;
 - (b) in regard to the following delegations under the Local Government Act:
 - (i) section 133: the power to obtain funds does not extend to imposing rates, borrowing money or obtaining other forms of financial accommodation or fixing or varying fees under sections 188(1)(d) to 188(1)(h) of the Local Government Act;
 - (ii) section 137: the power to expend funds in the performance or discharge of the council's powers, functions or duties in accordance is limited to funds allocated

as part of a budget adopted by the council and the sub-delegation financial limitations set by the Chief Executive Officer;

- (iii) section 143(1): the power to write off debts is limited to debts not exceeding \$5,000;
- (c) Each delegation of a power or function is granted independent of, and severable from, every other delegation granted under this or any other resolution or instrument.
- (d) A delegation of a power or function determined to be invalid or unlawful will be deemed to be severed from the delegations granted under this or any other resolution or instrument and remaining delegations will continue to operate according to their terms.
- (e) These delegations will come into operation on Wednesday 17 March 2021 and remain in force until varied or revoked by resolution of the Council.
- (f) Previous delegations granted by the Council of the powers and functions delegated under these resolutions are revoked with effect from Wednesday 17 March 2021.

Road Traffic Act Sub-Delegations and Authorisations

7. Pursuant to the Instrument of General Approval and Delegation (dated 22 August 2013) under the Road Traffic Act 1961 (Act), Council:
- (a) authorises the employees of the Council named in the tables attached to Council Report No. AR21/6156 (Attachment 2) to exercise the powers under sections 17 and 20 of the Road Traffic Act as conferred on or delegated to the Council by the Minister for Transport and Infrastructure subject to the conditions set out in the Instrument of General Approval and Delegation.
 - (b) is of the opinion that the following person(s) as referenced in the tables attached to Council Report No. AR21/6156 (Attachment 2) is (or are) experienced traffic engineering practitioners and are hereby authorised for the purpose of preparing and endorsing a Traffic Impact Statement in accordance with Clause A.7 of the Instrument of General Approval and Delegation.
 - Abdullah Mahmud
 - (c) is of the opinion that the following person(s) as referenced in the tables attached to Council Report No. AR21/6156 (Attachment 2) has (or have) an appropriate level of knowledge and expertise in the preparation of Traffic Management Plans for the purpose of Clause A.7 of the Instrument of General Approval and Delegation:
 - Abdullah Mahmud.
 - (d) sub-delegates the powers in sub-section 33(1) of the Act as granted in Clause G. of the Instrument of General Approval and Delegation by the Minister for Transport and Infrastructure to any person occupying or acting in the position Chief Executive Officer of the Council.
 - (e) These sub-delegations and authorisations will come into operation on Wednesday 17 March 2021 and remain in force until varied or revoked by resolution of the Council.
 - (f) Previous sub-delegations and authorisations granted by the Council of the powers and functions under the Instrument of General Approval and Delegation (dated 22 August 2013) are revoked with effect from Wednesday 17 March 2021.

CARRIED

24.2 REVIEW OF COUNCIL DELEGATIONS - PLANNING, DEVELOPMENT AND INFRASTRUCTURE ACT

RESOLUTION 2021/68

Moved: Cr Frank Morello

Seconded: Cr Ben Hood

1. That Council Report No. AR21/11905 titled 'Review of Council Delegations - Planning, Development and Infrastructure Act' as presented on 16 March 2021 be noted.
2. In exercise of the power contained in Section 100 of the Planning, Development and Infrastructure Act 2016 the powers and functions under the Planning, Development and Infrastructure Act 2016 and statutory instruments made thereunder contained in the Instrument of Delegation (annexed to Report No. AR21/11905 and titled Instrument B) are hereby delegated this 16th March 2021 to the person occupying or acting in the office of Chief Executive Officer of the Council subject to the conditions and/or limitations, if any, specified herein or in the Schedule of Conditions in the proposed Instrument of Delegation
3. Each power and function delegated in resolution 2:
 - may be further delegated by the Chief Executive Officer in accordance with Section 100(2)(c) of the Planning, Development and Infrastructure Act 2016, as the Chief Executive Officer sees fit, unless otherwise indicated herein or in the Schedule of Conditions contained in the relevant Instrument of Delegation;
 - is independent of, and severable from, every other delegation granted under these instruments, and if determined to be invalid or unlawful will be deemed severed from this instrument and remaining delegations will continue to operate according to their terms;
 - may be exercised independently by any nominated sub-delegates independently of any other (sub)delegate;
 - must be exercised in accordance with applicable legislative and other legal requirements; and due regard to relevant policies and guidelines adopted by the Council;
 - will remain in force until varied or revoked by resolution of the Council.
4. Previous delegations granted by the Council under the Planning, Development and Infrastructure Act Instrument B are revoked with effect from this day 16th March 2021.

CARRIED

24.3 COUNCIL DEVELOPMENT INSPECTION REQUIREMENTS - PLANNING, DEVELOPMENT AND INFRASTRUCTURE ACT 2016**RESOLUTION 2021/69**

Moved: Cr Ben Hood

Seconded: Cr Max Bruins

1. That Council Report No. AR21/7610 titled 'Council Development Inspection Requirements - Planning, Development and Infrastructure Act 2016' as presented on 16 March 2021 be noted.
2. That the current policy D150 – Building and Swimming Pool Inspection policy be rescinded.
3. That the following Practice Directions, as issued by the State Planning Commission under section 42 of the Planning, Development and Infrastructure Act 2016, be endorsed:
 - Practice Direction 8 – Council Swimming Pool Inspections 2019
 - Practice Direction 9 – Council Inspections 2020

CARRIED**24.4 ESTABLISHMENT OF COUNCIL BUILDING FIRE SAFETY COMMITTEE****RESOLUTION 2021/70**

Moved: Cr Steven Perryman

Seconded: Cr Frank Morello

1. That Council Report No. AR21/9794 titled 'Establishment of Council Building Fire Safety Committee' as presented on 16 March 2021 be noted.
2. That Council rescind the current Building Fire Safety committee and associated Terms of Reference as formed under section 71 of the Development Act 1993
3. That Council establish a Building Fire Safety Committee as required under section 157 of the Planning, Development and Infrastructure Act 2016
4. Cr Jenner be appointed to the Building Fire Safety Committee.

CARRIED**24.5 COUNCIL ADVERTISING AND SIGNAGE POLICY A170****RESOLUTION 2021/71**

Moved: Cr Frank Morello

Seconded: Cr Steven Perryman

1. That Council Report No. AR21/9953 titled 'Council Advertising and Signage Policy A170' as presented on 16 March 2021 be noted.
2. That, having considered its position on the erection of advertising and sponsorship signage on leased properties, Council hereby revokes Advertising and Signage Policy A170.

3. That Council grants 'deemed consent' for the installation of signage by community and sporting lessees occupying land owned by Council, except for signage that requires development approval.
4. Council administration to assess any proposals for the installation of signage that requires building rules consent.
5. That a policy be developed for the granting of landowner consent for those signs that require development approval.
6. That for the purpose of clarity Council does not consent to any sponsorship signage logos being placed on fences gates or other structures so as to face externally to the leased land or in the view of Council being so as to view externally to the leased land.
7. Clause 6 above is to be a key feature of the new landowner consent policy.

CARRIED

24.6 REGIONAL PUBLIC HEALTH PLAN 2021 - 2026 FEEDBACK

RESOLUTION 2021/72

Moved: Cr Paul Jenner

Seconded: Cr Kate Amoroso

1. That Council Report No. AR21/14424 titled 'Regional Public Health Plan 2021 - 2026 Feedback' as presented on 16 March 2021 be noted.
2. That Council endorse the final Regional Public Health Plan 2021-2026 as attached.

CARRIED

24.7 CITY OF MOUNT GAMBIER SUBMISSION TO THE SOUTH AUSTRALIAN PUBLIC TRANSPORT AUTHORITY'S REGIONAL PUBLIC TRANSPORT REVIEW**MOTION**

Moved: Cr Sonya Meziniec
Seconded: Cr Frank Morello

1. That Council Report No. AR21/11054 titled 'City of Mount Gambier submission to the South Australian Public Transport Authority's Regional Public Transport Review ' as presented on 16 March 2021 be noted.
2. Council forward to the South Australian Public Transport Authority, the submission as attached to Report No. AR21/11054 by the extended submission date of 19 March 2021.

AMENDMENT

Moved: Cr Steven Perryman
Seconded: Cr Paul Jenner

1. A members workshop be convened for available members to provide further input to the draft and subject to that workshop the Chief Executive Officer be authorised to finalise the submission prior to March 19 deadline.

The Amendment was put and

CARRIED

The Amendment became the Motion

RESOLUTION 2021/73

Moved: Cr Steven Perryman
Seconded: Cr Paul Jenner

1. A members workshop be convened for available members to provide further input to the draft and subject to that workshop the Chief Executive Officer be authorised to finalise the submission prior to March 19 deadline.

CARRIED

24.8 RED BULL UCI PUMP TRACK TIER 2 SPONSORSHIP 22 AND 23 MAY 2021**RESOLUTION 2021/74**

Moved: Cr Max Bruins
Seconded: Cr Kate Amoroso

1. That Council Report No. AR21/12015 titled 'Red Bull UCI Pump track Tier 2 Sponsorship 22 and 23 May 2021' as presented on 16 March 2021 be noted.
2. That Council support the 2021 Red Bull UCI pump track event to be hosted in Mount Gambier in May 2021 to the value of \$12,000 cash and \$6,500 in kind an increase of \$2000 cash and \$3000 in kind form approved 2020/2021 budget.
3. That Council write to Eleanor Barning acknowledging this significance of this event and confirm the additional sponsorship.

CARRIED

24.9 LAGUNARIA TREES - MITCHELL STREET**RESOLUTION 2021/75**

Moved: Cr Max Bruins

Seconded: Cr Sonya Meziniec

1. That Council Report No. AR21/12246 titled 'Lagunaria Trees - Mitchell Street' as presented on 16 March 2021 be noted.
2. Having had regard to the advice from the State Heritage Advisor, the issues raised by the land development and adjoining land owner, Council engage a qualified arborist to provide an independent report on the structural integrity of the trees and any future perceived problems of the trees, prior to determining if the trees should be retained or Development Approval sought for their removal.

CARRIED

Cr Christian Greco left the meeting at 7.31 pm

Cr Christian Greco returned to the meeting at 7.34 pm

24.10 UNSOLICITED PROPOSAL - RYDER CHESHIRE**RESOLUTION 2021/76**

Moved: Cr Paul Jenner

Seconded: Cr Steven Perryman

1. That Council Report No. AR21/12279 titled 'Unsolicited Proposal - Ryder Cheshire ' as presented on 16 March 2021 be noted.
2. That the Ryder Cheshire Foundation proposal proceed to Stage 2 under Council's [Unsolicited Proposals Policy U900](#) to assess the feasibility of the proposal in greater detail, including consideration to alternate suitable locations.
3. That Council confirms commitment to a Sport, Recreation and Open Space Strategy including precinct master planning to include the Ryder Cheshire Foundation proposal as a potential future use for Corriedale Park in public consultation, and that formal consideration of Corriedale Park as a site for the Ryder Cheshire Foundation proposal be deferred until public consultation on the master plan has been conducted and submissions received.
4. That a further Council report be prepared for Stage 2 consideration of the Ryder Cheshire Foundation proposal being progressed to Stage 3.

CARRIED

25 MOTIONS WITH NOTICE**25.1 NOTICE OF MOTION - NATIONAL FARMER'S FEDERATION REGIONALISATION****RESOLUTION 2021/77**

Moved: Cr Ben Hood

Seconded: Cr Frank Morello

1. That Council Report No. AR21/14709 titled 'Notice of Motion - National Farmer's Federation Regionalisation' as presented on 16 March 2021 be noted.
2. That Council support the National Farmer's Federation (NFF) Regionalisation Agenda 2021.
3. That Council write to the Hon. Michael McCormack MP, Minister for the Department of Infrastructure, Transport, Regional Development and Communications stating:
 - a. Council's support for the NFFs Regionalisation Agenda
 - b. Urge the Federal government to adopt the agenda's recommendations.
 - c. Request that the Limestone Coast region be considered as one of the 20 identified place-based regional development precincts by National Cabinet as recommended in the agenda.
4. Provide a copy of the above letter to Premier Steven Marshall, Minister for Regional Development David Basham, Federal Member for Barker Tony Pasin MP, Member for Mount Gambier Troy Bell MP and The Hon. Clare Scriven MLC and the Limestone Coast Regional Development Australia.
5. Council invite each of the 7 Limestone Coast Council's to co-sign the letter.

CARRIED**26 URGENT MOTIONS WITHOUT NOTICE**

Nil

27 CONFIDENTIAL ITEMS OF COMMITTEES**27.1 CONFIDENTIAL ITEMS OF THE WULANDA RECREATION AND CONVENTION CENTRE COMMITTEE HELD ON 9 MARCH 2021****27.2 PROJECT CONTROL GROUP (PCG) PROGRESS REPORT - AS AT 01/03/2021 – REPORT NO. AR21/11450****RESOLUTION 2021/78**

Moved: Cr Frank Morello

Seconded: Cr Sonya Mezinac

CONSIDERATION FOR EXCLUSION OF THE PUBLIC

Pursuant to section 90(2) of the *Local Government Act 1999* the Council orders that all members of the public, except OAM L Martin, Councillors S Mezinac, K Amoroso, M Bruins, C Greco, B Hood, P Jenner, F Morello and S Perryman and Council Officers B Cernovskis, M McDonald, D Barber, T Coote, M McCarthy, S McLean and M Telford be excluded from attendance at the meeting for the receipt, discussion and consideration in confidence of Agenda Item 27.2 AR21/11450 Project Control Group (PCG) Progress Report - As at 01/03/2021.

The Council is satisfied that, pursuant to section 90(3) (b), (d) and (k) of the Act, the information to be received, discussed or considered in relation to the Agenda Item is:

- information the disclosure of which could reasonably be expected to confer a commercial advantage on a person with whom the Council is
 - conducting business; or
 - proposing to conduct business; or
 - to prejudice the commercial position of the Council

In addition, the disclosure of this information would, on balance, be contrary to the public interest. The public interest in public access to the meeting has been balanced against the public interest in the continued non-disclosure of the information. The benefit to the public at large resulting from withholding the information outweighs the benefit to it of disclosure of the information.

- commercial information of a confidential nature (not being a trade secret) the disclosure of which could reasonably be expected:
 - to prejudice the commercial position of the person who supplied the information, or
 - to confer a commercial advantage on a third party

In addition, the disclosure of this information would, on balance, be contrary to the public interest. The public interest in public access to the meeting has been balanced against the public interest in the continued non-disclosure of the information. The benefit to the public at large resulting from withholding the information outweighs the benefit to it of disclosure of the information.

- tenders for the:
 - supply of goods, or
 - the provision of services, or
 - the carrying out of works

The Council is satisfied that the principle that the meeting be conducted in a place open to the public has been outweighed in the circumstances because specifically, the present matter relates to the execution of a signed contract between Council and Badge for the construction of the Wulanda Recreation and Convention Centre.

CARRIED

RESOLUTION 2021/79

Moved: Cr Ben Hood

Seconded: Cr Kate Amoroso

CONSIDERATION FOR KEEPING ITEMS CONFIDENTIAL

1. In accordance with Sections 91(7) and 91(9) of the *Local Government Act 1999* the Council orders that the report 6.1 AR21/11450 Project Control Group (PCG) Progress Report - As at 01/03/2021 and its attachments, the discussion and the resolution/s and minutes arising from the report, having been considered by the Council in confidence under Section 90(2) & (3) (b), (d) and (k) be kept confidential and not available for public inspection until that the item be reviewed 12 months after successful execution of the contract.
2. Further that Council delegates the power to review, revoke, but not extend the confidential order to the Chief Executive Officer in accordance with the provisions of Section 91(9)(c) of the *Local Government Act 1999*.

CARRIED**28 NEW CONFIDENTIAL ITEMS****28.1 QUESTION WITH NOTICE - WULANDA RECREATION AND CONVENTION CENTRE FUNDING – REPORT NO. AR21/14681****RESOLUTION 2021/80**

Moved: Cr Paul Jenner

Seconded: Cr Sonya Meziniec

CONSIDERATION FOR EXCLUSION OF THE PUBLIC

Pursuant to section 90(2) of the *Local Government Act 1999* the Council orders that all members of the public, except OAM L Martin, Councillors S Meziniec, K Amoroso, M Bruins, C Greco, B Hood, P Jenner, F Morello and S Perryman and Council Officers B Cernovskis, M McDonald, D Barber, T Coote, M McCarthy, S McLean and M Telford be excluded from attendance at the meeting for the receipt, discussion and consideration in confidence of Agenda Item 28.1 AR21/14681 Question With Notice - Wulanda Recreation and Convention Centre Funding.

The Council is satisfied that, pursuant to section 90(3) (b), (d), (g) and (j) of the Act, the information to be received, discussed or considered in relation to the Agenda Item is:

- information the disclosure of which could reasonably be expected to confer a commercial advantage on a person with whom the Council is
 - conducting business; or
 - proposing to conduct business; or
 - to prejudice the commercial position of the Council
- commercial information of a confidential nature (not being a trade secret) the disclosure of which could reasonably be expected:
 - to prejudice the commercial position of the person who supplied the information, or
 - to confer a commercial advantage on a third party
- information concerning matters that must be considered in confidence in order to ensure that the Council does not:
 - breach any law, order or direction of a court or tribunal constituted by law,
 - breach any duty of confidence, or
 - breach any other legal obligation or duty
- information the disclosure of which would divulge information provided on a confidential basis by or to:
 - a Minister of the Crown, or
 - another Public Authority or official (not being an employee or a person engaged by the Council) that would on balance be contrary to the public interest

The Council is satisfied that the principle that the meeting be conducted in a place open to the public has been outweighed in the circumstances because the information to be received includes commercial lending terms and conditions the disclosure of which could reasonably be considered as conferring a commercial advantage on other 3rd party lenders and borrowers and could

prejudice the commercial position of Council in accessing future borrowings. It is considered that the disclosure of this information would be contrary to the public interest, particularly in risking the attainment of best value in the securing of funds for community assets and services.

Further, the information anticipated to be tabled with this item is expected to be on a confidential basis by a public authority, namely the Local Government Finance Authority, creating a duty of confidence the disclosure of which would on balance be contrary to the public interest as it relates to that authorities detailed lending terms and conditions.

CARRIED

The Mayor sought the approval of at least two-thirds of the members present at the meeting to suspend meeting procedures for 15 minutes:

Purpose of the Suspension: To discuss Item 28.1 Wulanda Recreation and Convention Centre Funding.

Carried by more than two-thirds of the members present at the meeting.

Meeting Procedures were suspended at 7.54 pm

The Mayor sought the approval of at least two-thirds of the members present at the meeting to extend the suspension of meeting procedures for a further 15 minutes.

Purpose of the Suspension: To discuss Item 28.1 Wulanda Recreation and Convention Centre Funding.

Carried by more than two-thirds of the members present at the meeting.

Meeting Procedures were suspended at 8.16 pm

The Mayor determined that the period of suspension should be brought to an end;

Carried by more than two-thirds of the members present at the meeting.

The Period of Suspension came to an end and Meeting Procedures resumed at 8.58 pm

RESOLUTION 2021/81

Moved: Cr Sonya Meziniec

Seconded: Cr Ben Hood

CONSIDERATION FOR KEEPING ITEMS CONFIDENTIAL

1. In accordance with Sections 91(7) and 91(9) of the *Local Government Act 1999* the Council orders that the report 28.1 AR21/14681 Question With Notice - Wulanda Recreation and Convention Centre Funding and its attachments, the discussion and the resolution/s and minutes arising from the report, having been considered by the Council in confidence under Section 90(2) & (3) (b), (d), (g) and (j) be kept confidential and not available for public inspection until a loan associated with the Wulanda Recreation and Convention Centre has been fully amortised or discharged or Council has ordered that the matter be released, whichever is the earlier; and, Council has been released from its duty of confidence by the 3rd party authority.
2. Further that Council delegates the power to review, revoke, but not extend the confidential order to the Chief Executive Officer in accordance with the provisions of Section 91(9)(c) of the *Local Government Act 1999*.

CARRIED**28.2 WULANDA RECREATION AND CONVENTION CENTRE - STAGE 3 - COMMUNITY REFERENCE GROUP - MEMBER SELECTION – REPORT NO. AR21/14861****RESOLUTION 2021/82**

Moved: Cr Sonya Meziniec

Seconded: Cr Frank Morello

CONSIDERATION FOR EXCLUSION OF THE PUBLIC

Pursuant to section 90(2) of the *Local Government Act 1999* the Council orders that all members of the public, except OAM L Martin, Councillors S Meziniec, K Amoroso, M Bruins, C Greco, B Hood, P Jenner, F Morello and S Perryman and Council Officers B Cernovskis, M McDonald, D Barber, T Coote, M McCarthy, S McLean and M Telford be excluded from attendance at the meeting for the receipt, discussion and consideration in confidence of Agenda Item 28.2 AR21/14861 Wulanda Recreation and Convention Centre - Stage 3 - Community Reference Group - Member Selection.

The Council is satisfied that, pursuant to section 90(3) (a) of the Act, the information to be received, discussed or considered in relation to the Agenda Item is:

- information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead)

The Council is satisfied that the principle that the meeting be conducted in a place open to the public has been outweighed in the circumstances because the information to be received includes personal affairs.

CARRIED**RESOLUTION 2021/83**

Moved: Cr Frank Morello

Seconded: Cr Ben Hood

CONSIDERATION FOR KEEPING ITEMS CONFIDENTIAL

1. In accordance with Sections 91(7) and 91(9) of the *Local Government Act 1999* the Council orders that the report 28.2 AR21/14861 Wulanda Recreation and Convention Centre - Stage 3 - Community Reference Group - Member Selection and its attachments, the discussion and the resolution/s and minutes arising from the report, having been considered by the Council in confidence under Section 90(2) & (3) (a) be kept confidential and not available for public inspection until a further order to be reviewed each year with the names of appointed members to be released following endorsement..
2. Further that Council delegates the power to review, revoke, but not extend the confidential order to the Chief Executive Officer in accordance with the provisions of Section 91(9)(c) of the *Local Government Act 1999*.

CARRIED

28.3 BLUE LAKE GOLF CLUB - DECEMBER 2020 QUARTERLY KPI REPORT – REPORT NO. AR21/8520

RESOLUTION 2021/84

Moved: Cr Sonya Meziniec

Seconded: Cr Ben Hood

CONSIDERATION FOR EXCLUSION OF THE PUBLIC

Pursuant to section 90(2) of the *Local Government Act 1999* the Council orders that all members of the public, except OAM L Martin, Councillors S Meziniec, K Amoroso, M Bruins, C Greco, B Hood, P Jenner, F Morello and S Perryman and Council Officers B Cernovskis, M McDonald, D Barber, T Coote, M McCarthy, S McLean and M Telford be excluded from attendance at the meeting for the receipt, discussion and consideration in confidence of Agenda Item 28.3 AR21/8520 Blue Lake Golf Club - December 2020 Quarterly KPI Report.

The Council is satisfied that, pursuant to section 90(3) (d) of the Act, the information to be received, discussed or considered in relation to the Agenda Item is:

- commercial information of a confidential nature (not being a trade secret) the disclosure of which could reasonably be expected:
 - to prejudice the commercial position of the person who supplied the information, or
 - to confer a commercial advantage on a third party

The Council is satisfied that the principle that the meeting be conducted in a place open to the public has been outweighed in the circumstances because the report attachment includes commercial information relating to the operations of the Blue Lake Golf Club the premature disclosure of which could reasonably be expected to confer advantage on a 3rd party and prejudice the commercial position of the Blue Lake Golf Club.

The public interest in the disclosure of this information is considered to be outweighed by the public benefit provided by the maintenance and management of the public land on which the golf course is located which is reliant on the continued successful operations of the Blue Lake Golf Club.

CARRIED

Pursuant to Section 75A of the Local Government Act 1999, Cr Greco disclosed a perceived conflict of interest in Item 28.3:

"The business I am employed at are a sponsor of the Blue Lake Golf Club and I receive a membership due to this."

Cr Greco informed the meeting of the manner in which he intends to deal with the perceived conflict of interest in Item 28.3 as follows:

"I do not plan to vote and will leave the Chamber."

In accordance with Section 75A of the Local Government Act 1999 Cr "Greco left the meeting for Item 28.3.

Cr Greco left the meeting at 9.05 pm

Cr Greco returned to the meeting at 9.16 pm

RESOLUTION 2021/85

Moved: Cr Sonya Mezinac

Seconded: Cr Steven Perryman

CONSIDERATION FOR KEEPING ITEMS CONFIDENTIAL

1. In accordance with Sections 91(7) and 91(9) of the *Local Government Act 1999* the Council orders that the report 28.3 AR21/8520 Blue Lake Golf Club - December 2020 Quarterly KPI Report and its attachments, the discussion and the resolution/s and minutes arising from the report, having been considered by the Council in confidence under Section 90(2) & (3) (d) be kept confidential and not available for public inspection until 2 years have passed or the Blue Lake Golf Club has ceased operating, whichever is the earlier.
2. Further that Council delegates the power to review, revoke, but not extend the confidential order to the Chief Executive Officer in accordance with the provisions of Section 91(9)(c) of the *Local Government Act 1999*.

CARRIED

29 MEETING CLOSE

The Meeting closed at 9.17 pm.

The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 20 April 2021.

.....
PRESIDING MEMBER

**MINUTES OF CITY OF MOUNT GAMBIER
SPECIAL COUNCIL MEETING (RE-ADJOURNED FROM 11 MARCH 2021)
HELD AT THE COUNCIL CHAMBER, CIVIC CENTRE, 10 WATSON TERRACE,
MOUNT GAMBIER
ON TUESDAY, 16 MARCH 2021 AT 9:20 PM (FOLLOWING THE ORDINARY COUNCIL
MEETING SCHEDULED TO COMMENCE AT 6:00 P.M.)**

PRESENT: Mayor Lynette Martin (OAM), Cr Sonya Mezinec, Cr Kate Amoroso, Cr Max Bruins, Cr Christian Greco, Cr Ben Hood, Cr Paul Jenner, Cr Frank Morello, Cr Steven Perryman

OFFICERS IN ATTENDANCE: Manager Governance and Property - Mr M McCarthy

4 NEW CONFIDENTIAL ITEMS

4.1 CHIEF EXECUTIVE OFFICER - CONTRACT OF EMPLOYMENT - REPORT NO. AR21/15879

RESOLUTION 2021/87

Moved: Cr Steven Perryman

Seconded: Cr Max Bruins

CONSIDERATION FOR KEEPING ITEMS CONFIDENTIAL

1. In accordance with Sections 91(7) and 91(9) of the *Local Government Act 1999* the Council orders that the report 4.1 AR21/15879 Chief Executive Officer - Contract of Employment and its attachments, the discussion and the resolution/s and minutes arising from the report, having been considered by the Council in confidence under Section 90(2) & (3) (a) and (g) be kept confidential and not available for public inspection until further order of Council, to be reviewed at least once in every 12 month period, with the exception of:
 - the name of the appointed Chief Executive Officer which is to be released when a contract of employment has been executed by both parties and an announcement on the appointment is ready to be made.
 - the relevant salary register details which are to be updated within 28 days of the commencement of employment.
2. Further that Council delegates the power to review, revoke, but not extend the confidential order to the Chief Executive Officer in accordance with the provisions of Section 91(9)(c) of the *Local Government Act 1999*.

CARRIED

5 MEETING CLOSE

The Meeting closed at 9:30 pm.

The minutes of this meeting were confirmed at the Ordinary Meeting of the City of Mount Gambier held on 20 April 2021.

.....
PRESIDING MEMBER

**MINUTES OF CITY OF MOUNT GAMBIER
SPECIAL COUNCIL MEETING
HELD AT THE COUNCIL CHAMBER, CIVIC CENTRE, 10 WATSON TERRACE, MOUNT
GAMBIER
ON TUESDAY, 23 MARCH 2021 AT 5.30 P.M.**

PRESENT: Mayor Lynette Martin (OAM), Cr Sonya Meziniec, Cr Max Bruins, Cr Christian Greco, Cr Paul Jenner, Cr Frank Morello

OFFICERS IN ATTENDANCE:	Acting Chief Executive Officer	- Ms B Cernovskis
	General Manager Shared Services	- Mr D Barber
	General Manager City Growth	- Mr T Coote

1 ACKNOWLEDGEMENT OF COUNTRY

WE ACKNOWLEDGE THE BOANDIK PEOPLES AS THE TRADITIONAL CUSTODIANS OF THE LAND WHERE WE MEET TODAY. WE RESPECT THEIR SPIRITUAL RELATIONSHIP WITH THE LAND AND RECOGNISE THE DEEP FEELINGS OF ATTACHMENT OUR INDIGENOUS PEOPLES HAVE WITH THIS LAND.

2 APOLOGIES

RESOLUTION 2021/88

Moved: Cr Sonya Meziniec

Seconded: Cr Christian Greco

That the apologies from Cr Ben Hood, Cr Steven Perryman and Cr Kate Amoroso be received.

CARRIED

3 LEAVE OF ABSENCE

Nil

4 NEW CONFIDENTIAL ITEMS

4.1 WULANDA RECREATION AND CONVENTION CENTRE FUNDING – REPORT NO. AR21/17395

RESOLUTION 2021/89

Moved: Cr Frank Morello

Seconded: Cr Sonya Meziniec

CONSIDERATION FOR EXCLUSION OF THE PUBLIC

Pursuant to section 90(2) of the *Local Government Act 1999* the Council orders that all members of the public, except Mayor L Martin, Councillors S Meziniec, M Bruins, C Greco, P Jenner and F Morello and Council Officers B Cernovskis, D Barber and T Coote be excluded from attendance at the meeting for the receipt, discussion and consideration in confidence of Agenda Item 4.1 AR21/17395 Wulanda Recreation and Convention Centre Funding.

The Council is satisfied that, pursuant to section 90(3) (b), (d) and (k) of the Act, the information to be received, discussed or considered in relation to the Agenda Item is:

- information the disclosure of which could reasonably be expected to confer a commercial advantage on a person with whom the Council is
 - conducting business; or
 - proposing to conduct business; or
 - to prejudice the commercial position of the Council
- commercial information of a confidential nature (not being a trade secret) the disclosure of which could reasonably be expected:
 - to prejudice the commercial position of the person who supplied the information, or
 - to confer a commercial advantage on a third party
- tenders for the:
 - supply of goods, or
 - the provision of services, or
 - the carrying out of works

The Council is satisfied that the principle that the meeting be conducted in a place open to the public has been outweighed in the circumstances because specifically, the present matter relates to the execution of a signed contract between Council and Badge for the construction of the Wulanda Recreation and Convention Centre.

CARRIED

RESOLUTION 2021/90

Moved: Cr Max Bruins

Seconded: Cr Sonya Mezinec

CONSIDERATION FOR KEEPING ITEMS CONFIDENTIAL

1. In accordance with Sections 91(7) and 91(9) of the *Local Government Act 1999* the Council orders that the report 4.1 AR21/17395 Wulanda Recreation and Convention Centre Funding and its attachments, the discussion and the resolution/s and minutes arising from the report, having been considered by the Council in confidence under Section 90(2) & (3) (b), (d) and (k) be kept confidential and not available for public inspection until that the item be reviewed 12 months after successful execution of the contract.
2. Further that Council delegates the power to review, revoke, but not extend the confidential order to the Chief Executive Officer in accordance with the provisions of Section 91(9)(c) of the *Local Government Act 1999*.

CARRIED**5 MEETING CLOSE****The Meeting closed at 6:10 pm.****The minutes of this meeting were confirmed at the Ordinary Meeting of the City of Mount Gambier held on 20 April 2021.**.....
PRESIDING MEMBER

**MINUTES OF CITY OF MOUNT GAMBIER
PEOPLE AND PLACE COMMITTEE MEETING
HELD AT THE COUNCIL CHAMBER, CIVIC CENTRE, 10 WATSON TERRACE, MOUNT
GAMBIER
ON TUESDAY, 6 APRIL 2021 AT 5.30 P.M.**

PRESENT: Mayor Lynette Martin (OAM), Cr Frank Morello (Presiding Member), Cr Kate Amoroso, Cr Max Bruins, Cr Sonya Meziniec

OFFICERS IN ATTENDANCE:	Acting Chief Executive Officer	- Ms B Cernovskis
	General Manager Shared Services	- Mr D Barber
	General Manager City Growth	- Mr T Coote
	Acting General Manager City Infrastructure	- Mr M McDonald
	Manager Governance and Property	- Mr M McCarthy
	Executive Administrator Community Wellbeing	- Ms A Lavia

1 ACKNOWLEDGEMENT OF COUNTRY

WE ACKNOWLEDGE THE BOANDIK PEOPLES AS THE TRADITIONAL CUSTODIANS OF THE LAND WHERE WE MEET TODAY. WE RESPECT THEIR SPIRITUAL RELATIONSHIP WITH THE LAND AND RECOGNISE THE DEEP FEELINGS OF ATTACHMENT OUR INDIGENOUS PEOPLES HAVE WITH THIS LAND.

2 APOLOGY(IES)

COMMITTEE RESOLUTION

Moved: Cr Frank Morello
Seconded: Mayor Lynette Martin

That the apologies from Cr Christian Greco, Cr Ben Hood and Cr Paul Jenner be received.

CARRIED

3 CONFIRMATION OF MINUTES

COMMITTEE RESOLUTION

Moved: Cr Frank Morello
Seconded: Cr Max Bruins

That the minutes of the People and Place Committee meeting held on 1 February 2021 be confirmed as an accurate record of the proceedings of the meeting.

CARRIED

4 QUESTIONS WITHOUT NOTICE

Nil

5 REPORTS

5.1 POLICY REVIEW - D230 - DONATIONS AUTHORITY TO APPROVE REQUESTS

COMMITTEE RESOLUTION

Moved: Cr Max Bruins
Seconded: Mayor Lynette Martin

1. That People and Place Committee Report No. AR21/18417 titled 'Policy Review - D230 - Donations Authority to Approve Requests' as presented on 06 April 2021 be noted.
2. That the updated Council Policy D230 - Donations Authority to Approve Requests as attached to Report No. AR21/18417 be endorsed.

CARRIED

5.2 PROGRESS REPORT - SPORT, RECREATION AND OPEN SPACE STRATEGY

COMMITTEE RESOLUTION

Moved: Cr Sonya Meziniec
Seconded: Mayor Lynette Martin

1. That People and Place Committee Report No. AR21/18899 titled 'Progress Report - Sport, Recreation and Open Space Strategy' as presented on 06 April 2021 be noted.

CARRIED

5.3 LOCAL GOVERNMENT INFRASTRUCTURE PARTNERSHIP PROGRAM

COMMITTEE RESOLUTION

Moved: Cr Frank Morello
Seconded: Cr Max Bruins

1. That People and Place Committee Report No. AR21/18903 titled 'Local Government Infrastructure Partnership Program' as presented on 06 April 2021 be noted.

CARRIED

6 CONFIDENTIAL ITEMS

6.1 ROAD OPENING PROCESS - PINEHALL AVENUE – REPORT NO. AR21/12277

COMMITTEE RESOLUTION

Moved: Cr Max Bruins
Seconded: Cr Sonya Meziniec

CONSIDERATION FOR EXCLUSION OF THE PUBLIC

Pursuant to section 90(2) of the *Local Government Act 1999* the People and Place Committee orders that all members of the public, except Mayor L Martin, Councillors F Morello, K Amoroso, M Bruins and S Meziniec and Council Officers B Cernovskis, D Barber, T Coote, M McDonald, M McCarthy and A Lavia be excluded from attendance at the meeting for the receipt, discussion and consideration in confidence of Agenda Item 6.1 AR21/12277 Road Opening Process - Pinehall Avenue.

The People and Place Committee is satisfied that, pursuant to section 90(3) (a), (b), (d) and (i) of the Act, the information to be received, discussed or considered in relation to the Agenda Item is:

- information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead)
- information the disclosure of which could reasonably be expected to confer a commercial advantage on a person with whom the Council is
 - conducting business; or
 - proposing to conduct business; or
 - to prejudice the commercial position of the Council
- commercial information of a confidential nature (not being a trade secret) the disclosure of which could reasonably be expected:
 - to prejudice the commercial position of the person who supplied the information, or
 - to confer a commercial advantage on a third party
- information relating to:
 - actual litigation, or
 - litigation that the Council or Council committee believes on reasonable grounds will take place,
 - involving the Council or an employee of the Council

The People and Place Committee is satisfied that the principle that the meeting be conducted in a place open to the public has been outweighed in the circumstances because the information to be considered relates to the compulsory acquisition of land for road opening purposes for which the owner has not engaged in negotiations and it is reasonably considered will result in litigation.

CARRIED

COMMITTEE RESOLUTION

Moved: Cr Max Bruins

Seconded: Mayor Lynette Martin

CONSIDERATION FOR KEEPING ITEMS CONFIDENTIAL

1. In accordance with Sections 91(7) and 91(9) of the *Local Government Act 1999* the Council orders that the report 6.1 AR21/12277 Road Opening Process - Pinehall Avenue and its attachments, the discussion and the resolution/s and minutes arising from the report, having been considered by the Council in confidence under Section 90(2) & (3) (a), (b), (d) and (i) be kept confidential and not available for public inspection until the acquisition of the subject land has been settled and any court actions finalised.
2. Further that Council delegates the power to review, revoke, but not extend the confidential order to the Chief Executive Officer in accordance with the provisions of Section 91(9)(c) of the *Local Government Act 1999*.

CARRIED

7 MEETING CLOSE

The Meeting closed at 6:01 pm.

The minutes of this meeting were confirmed at the People and Place Committee held on 7 June 2021.

.....
PRESIDING MEMBER

**16.2 POLICY REVIEW - D230 - DONATIONS AUTHORITY TO APPROVE REQUESTS –
REPORT NO. AR21/18417**

Committee:	People and Place Committee
Meeting Date:	6 April 2021
Report No.:	AR21/18417
CM9 Reference:	AF20/455
Author:	Ashlee Lavia, Executive Administrator Community Wellbeing
Authoriser:	Barbara Cernovskis, Acting Chief Executive Officer
Summary:	This report presents an updated Council Policy D230 - Donations Authority to Approve Requests for endorsement.
Strategic Plan Reference:	Goal 1: Our People
	Goal 2: Our Location
	Goal 3: Our Diverse Economy

REPORT RECOMMENDATION

1. That People and Place Committee Report No. AR21/18417 titled 'Policy Review - D230 - Donations Authority to Approve Requests' as presented on 06 April 2021 be noted.
2. That the updated Council Policy D230 - Donations Authority to Approve Requests as attached to Report No. AR21/18417 be endorsed.



TYPE OF REPORT

Corporate

BACKGROUND

The Donations Authority to Approve Requests Policy (**Attachment 1**) provides formal scope, direction and authority for City of Mount Gambier to consider and approve (or not approve) any request that may be received for a Council donation from any of the existing Council general donation schemes as part of the adopted Budgets of Council under delegation.

The policy currently includes the General Manager Community Wellbeing as the sole officer authorised to approve requests for donations via Council's general donations streams including:

- Youth at Risk
- General Community Assistance
- Sponsorship of Community Events
- Sponsorship of Minor Events
- Sponsorship of Major Events
- Special Recreation and Sport Assistance
- Donations - Sporting Organisations

It should also be noted that various donation and sponsorship applicants are recipients of other in-kind and subsidised Council support, with cumulative values exceeding the \$5,000 threshold referenced in Policy D230.

PROPOSAL

This report proposes that Policy D230 be updated to reflect the Chief Executive Officer and General Managers as officers authorised under Policy D230 given Council's general donations and in-kind support are administered across all four Council portfolios.

It is also proposed that an administrative review of other in-kind and subsidised support services be conducted. The review will focus on a transition to provide more transparent, accountable and equitable arrangements such as documented fee for service level agreements charged in accordance with Council's Fees and Charges Schedule and/or inclusion of such in-kind support/subsidies in future deliberations associated with Policy D230. This may warrant further policy considerations in due course which would be the subject of a future report.

LEGAL IMPLICATIONS

Council and Council Officers have obligations to comply with Council Policies. The current policy provision authorising only one officer position to approve donation requests is restrictive and inefficient, particularly during any absence of the identified officer.

STRATEGIC PLAN

- 1.1.1 Fostering and supporting community-based organisations.
- 1.1.2 Supporting programs that allow our community groups to be more effective in achieving their goals.
- 1.3.1 Supporting community events and programs that bring people together, encourage interaction and promote a sense of community.
- 1.4.6 Providing grant programs that assist the community in delivering services and projects that align with its aspirations.
- 2.4.4 Work in partnership with our sporting clubs to improve their sporting and clubhouse facilities and to help them take advantage of accommodation opportunities for groups.

COUNCIL POLICY

[D230 - Donations Authority to Approve Requests](#)



ECONOMIC IMPLICATIONS

Nil.

ENVIRONMENTAL IMPLICATIONS

Nil.

SOCIAL IMPLICATIONS

Nil.

CULTURAL IMPLICATIONS

Nil.

RESOURCE IMPLICATIONS

Nil.

VALUE FOR MONEY

Nil.

RISK IMPLICATIONS

Nil risks identified in amending the policy.

EQUALITIES AND DIVERSITY IMPLICATIONS

Nil.

ENGAGEMENT AND COMMUNICATION STRATEGY

Council grants and donations programs be advertised and publicly available as per Policy D230.

IMPLEMENTATION STRATEGY

To be administered in accordance with Council's internal financial controls.

CONCLUSION AND RECOMMENDATION

This report recommends that Policy D230 as updated and attached for Elected Member's review be endorsed.

ATTACHMENTS

1. Draft - Council Policy D230 - Donations - Authority to Approve Requests [↓](#)



 City of Mount Gambier	D230 - DONATIONS AUTHORITY TO APPROVE REQUESTS	Version No:	<u>54</u>
		Issued:	16th May, 2017 <u>20 April 2021</u>
		Next Review:	<u>April 2023</u>

1. INTRODUCTION

This document sets out the policy of the City of Mount Gambier ("Council") for donations, authority to approve requests.

2. AUTHORITY TO APPROVE REQUESTS

- (a) The ~~Chief Executive Officer and General Managers~~ Community Wellbeing be delegated the authority to consider and approve (or not approve) any request that may be received for a Council donation from any of the existing Council general donation schemes that Council may be able to provide as part of the adopted Budgets of Council without referral to Council.

The general donation schemes would include such allocations as:

- Youth ~~A~~at Risk
- General Community Assistance
- Sponsorship of Community Events
- Sponsorship of Minor Events
- Sponsorship of Major Events
- Special Recreation and Sport Assistance
- Donations - Sporting Organisations

- (b) The limitations to the ~~Chief Executive Officer and General Managers~~ General Manager Community Wellbeing in exercising the empowerment of this delegation are:

- donations to any one organisation should not exceed \$5,000 in any one financial year unless the donation (i.e. recipient, value and purpose) has been specifically declared in the adopted Budget of Council then the ~~Chief Executive Officer and General Managers~~ General Manager Community Wellbeing may pay the donation without referral to Council.
- the total donations approved shall not exceed the specific annual budget allocation for that particular donation scheme as provided in the annual budget.

- (c) Where a donation is made to any one organisation that exceeds \$3,000 then the organisation must submit to Council an acquittal report and financial statement establishing that the Council donation has been used for the purposes it was approved.


- (d) A simple proforma that requires each organisation that wishes Council financial support for a particular community benefit project (and which is not specifically referenced in a Budget of Council) is to be complete when the donation granted exceeds \$3,000;

- (e) Any request for a Council donation that exceeds the financial levels indicated in ~~this Report or~~ Council Policy D230 shall be referred to a meeting of Council ~~the Corporate and Community Services Committee~~ for consideration and ~~the Committee is delegated~~ the authority to determine the application;

- (f) Council advertise ~~twice annually of~~ the various Council grant programs annually that it has ~~and of~~ the possible availability of funding from Council for community development projects based on application and the essential criteria for each program and that full information be also provided on Councils website of the details of each specific grant program.

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 City of Mount Gambier	D230 - DONATIONS AUTHORITY TO APPROVE REQUESTS	Version No:	<u>54</u>
		Issued:	16th May, 2017 <u>20 April 2021</u>
		Next Review:	<u>April 2023</u>

7. AVAILABILITY OF POLICY

This Policy will be available for inspection at Council's principal office during ordinary business hours and on the Council's website www.mountgambier.sa.gov.au. Copies will also be provided to interested members of the community upon request, and upon payment of a fee in accordance with Council's Schedule of Fees and Charges.

File Reference:	<u>AF18/50</u>
Applicable Legislation:	
Reference: Strategic Plan — Beyond 2015	Our People Our Location Our Diverse Economy
Related Policies:	
Related Procedures:	
Related Documents:	

DOCUMENT DETAILS

Responsibility:	Chief Executive Officer <u>General Manager - Community Wellbeing</u>
Version:	<u>54.0</u>
Last revised date:	16th May, 2017
Effective date:	16th May, 2017
Minute reference:	Council Meeting 16th May, 2017 -- Corporate and Community Services, Item 10
Next review date:	<u>April 2023</u>
<u>Document History</u>	
First Adopted By Council:	16 th May, 2006
Reviewed/Amended:	20 th June, 2006, 19 th September, 2006, 15 th April, 2008, 16 th May, 2017

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**16.3 PROGRESS REPORT - SPORT, RECREATION AND OPEN SPACE STRATEGY –
REPORT NO. AR21/18899**

Committee:	People and Place Committee
Meeting Date:	6 April 2021
Report No.:	AR21/18899
CM9 Reference:	AF20/455
Author:	Jessica Porter, Strategy, Development and Research Co-ordinator
Authoriser:	Tim Coote, General Manager City Growth
Summary:	This report provides Members with an overview of the work undertaken to date and provides an updated timeframe for development of the Sport, Recreation and Open Space Master Plan.
Strategic Plan Reference:	Goal 1: Our People Goal 2: Our Location Goal 3: Our Diverse Economy Goal 4: Our Climate, Natural Resources, Arts, Culture and Heritage Goal 5: Our Commitment

REPORT RECOMMENDATION

1. That People and Place Committee Report No. AR21/18899 titled 'Progress Report - Sport, Recreation and Open Space Strategy' as presented on 06 April 2021 be noted.



TYPE OF REPORT

Corporate

BACKGROUND

Council at its meeting held 15th September 2020, resolved:

1. *That Economic and Environment Committee Report No. AR19/36020 titled 'Strategic Property Management - Sport, Recreation and Open Space Plan and precinct Master Planning' as presented on 07 September 2020 be noted.*
2. *That Council commit to a strategic approach to property management issues, guided by a Sport, Recreation and Open Space Plan and associated site/precinct/property category master plans including Tourism Assets Master Plan and Blue Lake Sports Park Master Plan.*

This report provides Members with an overview of the work undertaken to date and provides an updated timeframe for the Sport, Recreation and Open Space Master Plan.

Work to Date

The following table provides an overview of the project to date:

ACTIVITY	START	END	NOTES
Council Endorsement	10/09/2020	15/09/2020	Council endorse Economic and Environment Committee Report No. AR19/36020 titled 'Strategic Property Management - Sport, Recreation and Open Space Plan and precinct Master Planning'. Council commit to a strategic approach to property management issues, guided by a Sport, Recreation and Open Space Plan and associated site/precinct/property category master plans including Tourism Assets Master Plan and Blue Lake Sports Park Master Plan.
Procurement	10/09/2020	11/12/2020	Preparation of Tender specification; Tender advertising; Tender submissions; Tender evaluations; Notification of successful and unsuccessful tenderers; engagement of consultant; execution of contract.
Initial meeting with Project Team	11/12/2020	11/12/2020	Meeting with entire CMG & Outerspace project teams.
Initial onsite visits for Project Team	12/01/2021	12/01/2021	Site visits, data gathering for Outerspace.
Desktop Analysis	4/01/2021	15/02/2021	Outerspace Desktop Review.
Phase 1 Community Engagement preparation	15/02/2021	11/04/2021	Outerspace and CMG preparation of promotional material, survey and Have Your Say.

Updated Project Timeframes

The following table identifies the outstanding project tasks and provides estimated timeframes for completion of the Sport, Recreation and Open Space strategy. Please note that these dates may change depending on the outcomes from the first round of community consultation.



ACTIVITY	START	END	NOTES
Phase 1 Community Engagement	12/04/2021	16/05/2021	Including community survey (HYS); community drop-in sessions at Hastings Cunningham Reserve, Corriedale Park, Frew Park; stakeholder workshops; workshop with identified council staff.
Preparation of Draft Strategy	4/01/2021	31/05/2021	Estimated end date. Draft Strategy to be completed by Outerspace.
Phase 2 Community Engagement	14/06/2021	18/07/2021	Estimated end date. Public consultation to be undertaken by CMG. EM workshop planned for this stage.
Finalisation of Strategy	19/07/2021	31/07/2021	Estimated end date. Outerspace
Council endorsement of SROSS	17/08/2021	17/08/2021	Estimated end date. CMG
Project End	3/09/2021	3/09/2021	Formal "end date" with Outerspace. Estimated end date

PROPOSAL

The development of a Sport, Recreation and Open Space Master Plan.

LEGAL IMPLICATIONS

Nil legal implications have been identified.

STRATEGIC PLAN

The development of the Sport, Recreation and Open Space Master Plan will contribute to all five goals within Council's Strategic Plan 2020-2024.

Specifically, this item relates to:

Goal 1 - Our People:

- 1.3 Sense of community.
- 1.4 Care for the community.

Goal 2 - Our Location:

- 2.1 Infrastructure development and managing our current assets.
- 2.3 The Crater Lakes Precinct and other areas of tourism potential.
- 2.4 Recognition of our indoor and outdoor sporting assets and our adventurous opportunities.

Goal 3 - Our Diverse Economy:

- 3.2 Land use planning settings.
- 3.4 Tourism is contributing to a diverse economy and creating opportunity.

Goal 4 - Our Climate, Natural Resources, Arts, Culture and Heritage

- 4.1 Natural assets.
- 4.2 Open Space.
- 4.4 Recreational and cultural pursuits.

Goal 5 - Our Commitment.

COUNCIL POLICY

[A900 - Asset Management Policy](#)

[T150 - Treasury Management](#)

ECONOMIC IMPLICATIONS

Enhancing the existing recreation facilities in Mount Gambier will encourage healthy use of the facilities and support attraction and retention of major sporting competitions to the region.



ENVIRONMENTAL IMPLICATIONS

Enhancing the existing recreation facilities in Mount Gambier will encourage healthy use of the facilities and support attraction and retention of major sporting competitions to the region.

SOCIAL IMPLICATIONS

Enhancing the existing recreation facilities in Mount Gambier will encourage healthy use of the facilities and support attraction and retention of major sporting competitions to the region.

CULTURAL IMPLICATIONS

Enhancing the existing recreation facilities in Mount Gambier will encourage healthy use of the facilities and support attraction and retention of major sporting competitions to the region.

RESOURCE IMPLICATIONS

The development of a Sport, Recreation and Open Space Master Plan will be completed by consultants and a specialist internal multidisciplinary team.

VALUE FOR MONEY

Nil

RISK IMPLICATIONS

Nil identified.

EQUALITIES AND DIVERSITY IMPLICATIONS

Nil

ENGAGEMENT AND COMMUNICATION STRATEGY

The first stage of the engagement process announces the project to the community, highlighting that the project is underway and calling for the community and stakeholders to become involved with the project.

Promotional information will be distributed to the community through a number of channels, including print and social media, news releases, promotion at key reserves and a mailout to Mount Gambier residents.

Community input will be sought through the Have Your Say Mount Gambier website, three (3) community drop-in sessions and two (2) stakeholder workshops.

The Have Your Say website will provide the community with an online survey, asking about their experiences using Council's open space, parks and recreational facilities.

The community drop-in sessions will be held at Hastings Cunningham Reserve, Frew Park and AF Sutton Reserve. These sessions will be semi-structured, with a range of information about the project which act as prompts for discussions between community members and the consultant team.

The stakeholder workshop will be facilitated by council and the consultant, to engage with a range of local clubs and groups. The focus of the workshops will be on spatial and built form improvements; issues facing our local clubs and groups in respect of condition and functionality of existing facilities; levels of utilisation; supply of facilities across the City; opportunities for improvement, investment and prioritisation. The workshop will be focussed on thinking about Mount Gambier as a whole, rather than individual locations. A key focus will be around how to ensure that Mount Gambier can deliver open space, parks and recreational facilities which are above the level expected for a city of this size.

This stage of the consultation process will commence on Monday 12th April. The community drop-in sessions and stakeholder workshops will take place from Thursday 6th May 2021 until Saturday 8th May 2021.

IMPLEMENTATION STRATEGY

This has been outlined earlier in this report.



CONCLUSION AND RECOMMENDATION

This report provides Members with a progress update on the implementation of the Sport, Recreation and Open Space Master Plan.

ATTACHMENTS

Nil



16.4 LOCAL GOVERNMENT INFRASTRUCTURE PARTNERSHIP PROGRAM – REPORT NO. AR21/18903

Committee:	People and Place Committee
Meeting Date:	6 April 2021
Report No.:	AR21/18903
CM9 Reference:	AF20/455
Author:	Jessica Porter, Strategy, Development and Research Co-ordinator
Authoriser:	Tim Coote, General Manager City Growth
Summary:	This report provides Members with an update on the implementation of the Local Government Infrastructure Partnership Program initiative.
Strategic Plan Reference:	Goal 1: Our People Goal 2: Our Location Goal 3: Our Diverse Economy Goal 4: Our Climate, Natural Resources, Arts, Culture and Heritage Goal 5: Our Commitment

REPORT RECOMMENDATION

1. That People and Place Committee Report No. AR21/18903 titled 'Local Government Infrastructure Partnership Program' as presented on 06 April 2021 be noted.



TYPE OF REPORT

Corporate

BACKGROUND

Council at its meeting held Tuesday 19th January 2021 resolved:

1. *That Council Report No. AR20/85887 titled 'Local Government Infrastructure Partnership Program' as presented on 19 January 2021 be noted.*
2. *Council prepare a submission for the Local Government Infrastructure Partnership Program, seeking State Government funding to assist in the installation of solar lights along the entire shared cycle/walking rail trail and undertake completion of the Wandilo Road to TAFE, Wireless Road West shared path project.*

This report provides Members with an overview the implementation of the Local Government Infrastructure Partnership Program initiative.

PROPOSAL

Council was advised on Monday 22nd March that it had been successful in securing funding of \$800,000 as part of the Local Government Infrastructure Partnership Program. This funding will contribute towards costs of the next stage of the shared bike path, being from Wandilo Road to the TAFESA/UniSA precinct on Wireless Road West and the installation of solar lights along the entire length of the shared path.

The shared path extension builds upon Council's network of shared paths in Mount Gambier; therefore encouraging active lifestyles, further healthy use of the facilities, reduce car dependency, contribute to improved physical and mental health outcomes, increase inclusivity within the City by providing greater access to areas of the City to those without access to vehicles for travel. The location of the shared path extension adjoins one of Mount Gambier's high growth residential areas. The shared path currently runs along the western boundary of the Springview Estate and has been a major drawcard for people to purchase land and build a home, as the path provides a safe and direct link into the Mount Gambier CBD, recreation areas and links to other areas of the city. The shared path extension to the existing path will link up Springview Estate with another large residential development on O'Leary Road. Thus opening up opportunities for more residents to use bicycles or walk to employment, education (pre-primary, primary, secondary and tertiary facilities) and all other services provided within the CBD.

The installation of solar lights along the entire length of the shared path network will improve the safety and usability of the shared path. In accordance with the submission, the indicative timeframe for project commence is November 2021 for completion by 30 April 2022.

LEGAL IMPLICATIONS

Nil legal implications have been identified.

STRATEGIC PLAN

The completion of the Wandilo Road to TAFE, Wireless Road West shared path project and addition of solar lighting to the rail trail will contribute to all five goals within Council's Strategic Plan 2020-2024.

Goal 1: Our People

- 1.2. Community growth
- 1.3. Sense of community
- 1.4. Care for the community

Goal 2: Our Location



2.1. Infrastructure development and manage our current assets

2.4. Recognition of our indoor and outdoor sporting assets and our adventurous opportunities

Goal 3: Our Diverse Economy

3.2. Land use planning settings

Goal 4: Our Climate, Natural Resources, Arts, Culture and Heritage

4.2. Open Space

4.3. Planned reduction of our carbon footprint

4.4. Recreational and Cultural pursuits

Goal 5: Our commitment

COUNCIL POLICY

[A900 - Asset Management Policy](#)

[T150 - Treasury Management](#)

ECONOMIC IMPLICATIONS

Nil.

ENVIRONMENTAL IMPLICATIONS

Enhancing the existing rail trail and extending the network of shared paths in Mount Gambier will encourage further healthy use of the facilities and reduce the use of vehicles within the City.

SOCIAL IMPLICATIONS

Enhancing the existing rail trail and extending the network of shared paths in Mount Gambier will encourage further healthy use of the facilities and contribute to improved physical and mental health outcomes.

CULTURAL IMPLICATIONS

Enhancing the existing rail trail and extending the network of shared paths in Mount Gambier will encourage further healthy use of the facilities and increase inclusivity within the City by providing greater access to areas of the City to those without access to vehicles for travel.

RESOURCE IMPLICATIONS

One of the criteria of the Local Government Infrastructure Partnership Program, is that council will match the grant amount. Therefore, Council needs to ensure that \$800,000.00 matched funding is made available for the project.

VALUE FOR MONEY

Under the program, the State Government will provide for up to 50 per cent of the cost of approved infrastructure projects. Councils will be required to fund the remaining 50 per cent of the cost.

RISK IMPLICATIONS

Nil risks have been identified.

EQUALITIES AND DIVERSITY IMPLICATIONS

Enhancing the existing rail trail and extending the network of shared paths in Mount Gambier will encourage further healthy use of the facilities and increase inclusivity within the City by providing greater access to areas of the City to those without access to vehicles for travel.

ENGAGEMENT AND COMMUNICATION STRATEGY

An engagement and communication strategy for the project will be developed in collaboration with Council's Community Engagement team.



IMPLEMENTATION STRATEGY

An implementation strategy for the project is currently being developed with the understanding that all works need to be completed no later than 12 months from the date of the funding approval.

CONCLUSION AND RECOMMENDATION

This report provides Members with an update on the implementation of the Local Government Infrastructure Partnership Program initiative to enhance the existing rail trail and extend the network of shared paths in Mount Gambier.

ATTACHMENTS

Nil



**MINUTES OF CITY OF MOUNT GAMBIER
WULANDA RECREATION AND CONVENTION CENTRE COMMITTEE MEETING
HELD AT THE COUNCIL CHAMBER, CIVIC CENTRE, 10 WATSON TERRACE, MOUNT
GAMBIER
ON TUESDAY, 13 APRIL 2021 AT 5.30 P.M.**

PRESENT: Mayor Lynette Martin (OAM), Cr Ben Hood (Presiding Member), Cr Max Bruins, Cr Christian Greco, Cr Paul Jenner, Cr Sonya Meziniec, Cr Frank Morello

OFFICERS IN ATTENDANCE:	Acting Chief Executive Officer	- Ms B Cernovskis
	General Manager Shared Services	- Mr D Barber
	General Manager City Growth	- Mr T Coote
	Acting General Manager City Infrastructure	- Mr M McDonald
	Executive Administrator Community Wellbeing	- Ms A Lavia

1 ACKNOWLEDGEMENT OF COUNTRY

WE ACKNOWLEDGE THE BOANDIK PEOPLES AS THE TRADITIONAL CUSTODIANS OF THE LAND WHERE WE MEET TODAY. WE RESPECT THEIR SPIRITUAL RELATIONSHIP WITH THE LAND AND RECOGNISE THE DEEP FEELINGS OF ATTACHMENT OUR INDIGENOUS PEOPLES HAVE WITH THIS LAND.

2 APOLOGY(IES)

COMMITTEE RESOLUTION

Moved: Cr Christian Greco

Seconded: Cr Frank Morello

That the apologies from Cr Steven Perryman and Cr Amoroso be received.

CARRIED

3 CONFIRMATION OF MINUTES

COMMITTEE RESOLUTION

Moved: Cr Max Bruins

Seconded: Cr Sonya Meziniec

That the minutes of the Wulanda Recreation and Convention Centre Committee meeting held on 9 March 2021 be confirmed as an accurate record of the proceedings of the meeting.

CARRIED

4 QUESTIONS WITHOUT NOTICE

Nil

5 CONFIDENTIAL ITEMS

5.1 WULANDA RECREATION AND CONVENTION CENTRE BRANDING – REPORT NO. AR21/19990

COMMITTEE RESOLUTION

Moved: Mayor Lynette Martin

Seconded: Cr Sonya Mezinec

CONSIDERATION FOR EXCLUSION OF THE PUBLIC

Pursuant to section 90(2) of the *Local Government Act 1999* the Wulanda Recreation and Convention Centre Committee orders that all members of the public, except Mayor L Martin, Councillors B Hood, M Bruins, C Greco, P Jenner, S Mezinec and F Morello and Council Officers B Cernovskis, D Barber, T Coote, M McDonald and A Lavia be excluded from attendance at the meeting for the receipt, discussion and consideration in confidence of Agenda Item 5.1 AR21/19990 Wulanda Recreation and Convention Centre Branding.

The Wulanda Recreation and Convention Centre Committee is satisfied that, pursuant to section 90(3) (b) and (d) of the Act, the information to be received, discussed or considered in relation to the Agenda Item is:

- information the disclosure of which could reasonably be expected to confer a commercial advantage on a person with whom the Council is
 - conducting business; or
 - proposing to conduct business; or
 - to prejudice the commercial position of the Council
- commercial information of a confidential nature (not being a trade secret) the disclosure of which could reasonably be expected:
 - to prejudice the commercial position of the person who supplied the information, or
 - to confer a commercial advantage on a third party

The Wulanda Recreation and Convention Centre Committee is satisfied that the principle that the meeting be conducted in a place open to the public has been outweighed in the circumstances because the disclosure of information associated with this report could benefit one or more participants bidding for the provision of Council services and prejudice Council's bargaining in this area. It would potentially be of detriment to the Council in achieving best value for the provision of services to release this information at this time. The disclosure of this information at this time is considered on balance to be contrary to the public's interest as it would prejudice the Council in obtaining best value services on behalf of our community.

CARRIED

COMMITTEE RESOLUTION

Moved: Cr Sonya Meziniec
Seconded: Mayor Lynette Martin

CONSIDERATION FOR KEEPING ITEMS CONFIDENTIAL

1. In accordance with Sections 91(7) and 91(9) of the *Local Government Act 1999* the Council orders that the report 5.1 AR21/19990 Wulanda Recreation and Convention Centre Branding and its attachments, the discussion and the resolution/s and minutes arising from the report, having been considered by the Council in confidence under Section 90(2) & (3) (b) and (d) be kept confidential and not available for public inspection until two years have elapsed. The information relating to the name of the successful provider and contract value is to be released to the public following the execution of a signed contract with the chosen company.
2. Further that Council delegates the power to review, revoke, but not extend the confidential order to the Chief Executive Officer in accordance with the provisions of Section 91(9)(c) of the *Local Government Act 1999*.

CARRIED**5.2 PROJECT CONTROL GROUP (PCG) PROGRESS REPORT - AS AT 05/04/2021 – REPORT NO. AR21/20559****COMMITTEE RESOLUTION**

Moved: Cr Max Bruins
Seconded: Cr Paul Jenner

CONSIDERATION FOR EXCLUSION OF THE PUBLIC

Pursuant to section 90(2) of the *Local Government Act 1999* the Wulanda Recreation and Convention Centre Committee orders that all members of the public, except Mayor L Martin, Councillors B Hood, M Bruins, C Greco, P Jenner, S Meziniec and F Morello and Council Officers B Cernovskis, D Barber, T Coote, M McDonald and A Lavia be excluded from attendance at the meeting for the receipt, discussion and consideration in confidence of Agenda Item 5.2 AR21/20559 Project Control Group (PCG) Progress Report - As at 05/04/2021.

The Wulanda Recreation and Convention Centre Committee is satisfied that, pursuant to section 90(3) (b) and (d) of the Act, the information to be received, discussed or considered in relation to the Agenda Item is:

- information the disclosure of which could reasonably be expected to confer a commercial advantage on a person with whom the Council is
 - conducting business; or
 - proposing to conduct business; or
 - to prejudice the commercial position of the Council
- commercial information of a confidential nature (not being a trade secret) the disclosure of which could reasonably be expected:
 - to prejudice the commercial position of the person who supplied the information, or
 - to confer a commercial advantage on a third party

The Wulanda Recreation and Convention Centre Committee is satisfied that the principle that the meeting be conducted in a place open to the public has been outweighed in the circumstances because the disclosure of information associated with this report could reasonably be expected to prejudice the commercial position of the third party as the present matter relates to the signed contracts between Council, BADGE, Turner and Townsend, Design Inc and Rider Levett Bucknall for the construction of the Wulanda Recreation and Convention Centre. The disclosure of this information at this time is considered on balance to be contrary to the public's interest as it would unreasonably expose the sensitive interest of the third party.

CARRIED

COMMITTEE RESOLUTION

Moved: Cr Frank Morello
Seconded: Cr Sonya Meziniec

CONSIDERATION FOR KEEPING ITEMS CONFIDENTIAL

1. In accordance with Sections 91(7) and 91(9) of the *Local Government Act 1999* the Council orders that the report 5.2 AR21/20559 Project Control Group (PCG) Progress Report - As at 05/04/2021 and its attachments, the discussion and the resolution/s and minutes arising from the report, having been considered by the Council in confidence under Section 90(2) & (3) (b) and (d) be kept confidential and not available for public inspection until 12 months after completion of the project.
2. Further that Council delegates the power to review, revoke, but not extend the confidential order to the Chief Executive Officer in accordance with the provisions of Section 91(9)(c) of the *Local Government Act 1999*.

CARRIED

5.3 WULANDA RECREATION AND CONVENTION CENTRE - STAGE 3 COMMUNITY REFERENCE GROUP - MEMBERSHIP RECOMMENDATIONS - REPORT NO. AR21/16985

COMMITTEE RESOLUTION

Moved: Cr Max Bruins
Seconded: Mayor Lynette Martin

CONSIDERATION FOR EXCLUSION OF THE PUBLIC

Pursuant to section 90(2) of the *Local Government Act 1999* the Wulanda Recreation and Convention Centre Committee orders that all members of the public, except Mayor L Martin, Councillors B Hood, M Bruins, C Greco, P Jenner, S Meziniec and F Morello and Council Officers B Cernovskis, D Barber, T Coote, M McDonald and A Lavia be excluded from attendance at the meeting for the receipt, discussion and consideration in confidence of Agenda Item 5.3 AR21/16985 Wulanda Recreation and Convention Centre - Stage 3 Community Reference Group - Membership Recommendations.

The Wulanda Recreation and Convention Centre Committee is satisfied that, pursuant to section 90(3) (a) of the Act, the information to be received, discussed or considered in relation to the Agenda Item is:

- information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead)

The Wulanda Recreation and Convention Centre Committee is satisfied that the principle that the meeting be conducted in a place open to the public has been outweighed in the circumstances because the information contained and to be discussed includes personal affairs of the proposed Community Reference Group members.

CARRIED

COMMITTEE RESOLUTION

Moved: Mayor Lynette Martin
Seconded: Cr Max Bruins

CONSIDERATION FOR KEEPING ITEMS CONFIDENTIAL

1. In accordance with Sections 91(7) and 91(9) of the *Local Government Act 1999* the Council orders that the report 5.3 AR21/16985 Wulanda Recreation and Convention Centre - Stage 3 Community Reference Group - Membership Recommendations and its attachments, the discussion and the resolution/s and minutes arising from the report, having been considered by the Council in confidence under Section 90(2) & (3) (a) be kept confidential and not available for public inspection until a further order to be reviewed each year with the names of appointed members to be released following endorsement.
2. Further that Council delegates the power to review, revoke, but not extend the confidential order to the Chief Executive Officer in accordance with the provisions of Section 91(9)(c) of the *Local Government Act 1999*.

CARRIED

6 MEETING CLOSE

The Meeting closed at 6:16 p.m.

The minutes of this meeting were confirmed at the Wulanda Recreation and Convention Centre Committee held on 11 May 2021.

.....
PRESIDING MEMBER

**MINUTES OF CITY OF MOUNT GAMBIER
AUDIT COMMITTEE MEETING
HELD AT THE COUNCIL CHAMBER, CIVIC CENTRE, 10 WATSON TERRACE, MOUNT
GAMBIER
ON MONDAY, 12 APRIL 2021 AT 5.30 P.M.**

PRESENT: Mayor Lynette Martin (OAM), Cr Sonya Mezinec, Mr Paul Duka, Ms Angela Kain

OFFICERS IN ATTENDANCE: General Manager Shared Services - Mr D Barber
Acting Manager Finance - Mr C McGregor

1 ACKNOWLEDGEMENT OF COUNTRY

WE ACKNOWLEDGE THE BOANDIK PEOPLES AS THE TRADITIONAL CUSTODIANS OF THE LAND WHERE WE MEET TODAY. WE RESPECT THEIR SPIRITUAL RELATIONSHIP WITH THE LAND AND RECOGNISE THE DEEP FEELINGS OF ATTACHMENT OUR INDIGENOUS PEOPLES HAVE WITH THIS LAND.

2 APOLOGY(IES)

Nil

3 CONFIRMATION OF MINUTES

COMMITTEE RESOLUTION

Moved: Paul Duka
Seconded: Angela Kain

That the minutes of the Audit Committee meeting held on 14 December 2020 be confirmed as an accurate record of the proceedings of the meeting.

CARRIED

4 QUESTIONS WITHOUT NOTICE

Nil

5 REPORTS

5.1 REVIEW OF TERMS OF REFERENCE

COMMITTEE RESOLUTION

Moved: Angela Kain

Seconded: Paul Duka

1. That Audit Committee Report No. AR21/20133 titled 'Review of terms of reference' as presented on 12 April 2021 be noted.
2. That the Audit Committee terms of reference be reviewed and presented to next meeting.

CARRIED

5.2 AUDIT COMMITTEE WORKS PROGRAM

COMMITTEE RESOLUTION

Moved: Mayor Lynette Martin

Seconded: Paul Duka

1. That Audit Committee Report No. AR21/19856 titled 'Audit Committee works program' as presented on 12 April 2021 be noted.

CARRIED

5.3 QUARTERLY BUDGET REVIEW 2 2020/21

COMMITTEE RESOLUTION

Moved: Paul Duka

Seconded: Angela Kain

1. That Audit Committee Report No. AR21/19238 titled 'Quarterly Budget Review 2 2020/21' as presented on 12 April 2021 be noted.
2. That the Audit Committee note the adoption of the following resulting from the second quarterly Budget Review for 2020-21:
 - A \$34,996,000 forecast capital expenditure, representing a \$2,801,000 change from the original budget capital expenditure of \$37,797,000 (Item B and C), including a Budget revision carry over to 2020/21 of \$1,856,000 (Item A), an anticipated carry-over to 2021/22 of \$2,668,000 and a change of \$3,522,000 in relation to the construction of the Wulanda Recreation and Convention Centre (Item D);
 - \$1,230,000 forecasted operating deficit, representing a \$363,000 decreased deficit from the original budget operating deficit of \$1,593,000;
 - A \$11,632,000 forecast net surplus, representing a \$813,000 increase from the original budget net surplus of \$10,819,000; and
 - No impairment expense within other comprehensive expenses at BR2.

CARRIED

5.4 INTERNAL CONTROLS - PROPOSED BUDGET PROCESS IMPROVEMENTS**COMMITTEE RESOLUTION**

Moved: Angela Kain
Seconded: Mayor Lynette Martin

1. That Audit Committee Report No. AR21/19525 titled 'Internal Controls - Proposed Budget process improvements' as presented on 12 April 2021 be noted.

CARRIED**6 CONFIDENTIAL ITEMS****6.1 TENDER FOR EXTERNAL AUDIT SERVICES FOR FY2022 TO FY2025 – REPORT NO. AR21/20765****COMMITTEE RESOLUTION**

Moved: Mayor Lynette Martin
Seconded: Paul Duka

CONSIDERATION FOR EXCLUSION OF THE PUBLIC

Pursuant to section 90(2) of the *Local Government Act 1999* the Audit Committee orders that all members of the public, except Mayor L Martin, Councillor S Mezinec, Independent Members P Duka and A Kain and Council Officers D Barber and C McGregor be excluded from attendance at the meeting for the receipt, discussion and consideration in confidence of Agenda Item 6.1 AR21/20765 Tender for External Audit Services for FY2022 to FY2025.

The Audit Committee is satisfied that, pursuant to section 90(3) (k) of the Act, the information to be received, discussed or considered in relation to the Agenda Item is:

- tenders for the:
 - supply of goods, or
 - the provision of services, or
 - the carrying out of works

The Audit Committee is satisfied that the principle that the meeting be conducted in a place open to the public has been outweighed in the circumstances because this item relates to the discussion and recommendation of tenders for external audit services.

CARRIED**COMMITTEE RESOLUTION**

Moved: Mayor Lynette Martin

Seconded: Angela Kain

CONSIDERATION FOR KEEPING ITEMS CONFIDENTIAL

1. In accordance with Sections 91(7) and 91(9) of the *Local Government Act 1999* the Council orders that the report 6.1 AR21/20765 Tender for External Audit Services for FY2022 to FY2025 and its attachments, the discussion and the resolution/s and minutes arising from the report, having been considered by the Council in confidence under Section 90(2) & (3) (k) be kept confidential and not available for public inspection until two years after the recommendation of external audit services.
2. Further that Council delegates the power to review, revoke, but not extend the confidential order to the Chief Executive Officer in accordance with the provisions of Section 91(9)(c) of the *Local Government Act 1999*.

CARRIED

7 MEETING CLOSE

The Meeting closed at 6:22 pm.

The minutes of this meeting were confirmed at the Audit Committee held on

.....
PRESIDING MEMBER

20.2 REVIEW OF TERMS OF REFERENCE – REPORT NO. AR21/20133

Committee:	Audit Committee
Meeting Date:	12 April 2021
Report No.:	AR21/20133
CM9 Reference:	AF11/863
Author:	Colin McGregor, Management Accountant
Authoriser:	Darren Barber, General Manager Shared Services
Summary:	This report is presented to enable the Audit Committee to review its Terms of Reference
Strategic Plan Reference:	Goal 3: Our Diverse Economy

REPORT RECOMMENDATION

1. That Audit Committee Report No. AR21/20133 titled 'Review of terms of reference' as presented on 12 April 2021 be noted.
2. That the Audit Committee terms of reference be adopted with the following changes



TYPE OF REPORT

Corporate

BACKGROUND

Council adopted at its meeting held on 22 November 2018 a decision making structure that included the Audit Committee (a Committee established under s41 of the Local Government Act 1999).

The Audit Committee's Terms of Reference (under 9.6) indicate that the Committee shall at least once every two years review its terms of reference. In addition to the requirement in the Terms of Reference the Audit Committee works program suggests a yearly review of the Terms of Reference.

The last formal review by the Committee was on 25 March 2020 and adopted at the Council meeting held on 21 April 2020. At the Audit Committee meeting on 14 December 2020 the Terms of Reference were updated to clarify the size of the committee and was adopted by Council on 19 January 2021.

The Terms of Reference that was adopted on 19 January 2021 is attached to this report

PROPOSAL

The decision making structure adopted by Council includes all s41 Committees of which the Audit Committee is one and the committee reports directly to Council.

In considering any changes to the Audit Committee terms of reference, the Committee should consider the:

- Scope and objectives;
- The Local Government Act – Section 126 – requirements;
- The extent to which the terms of reference align and are consistent with Council's decision making structure for the benefit of Members and to maintain administrative consistency. Accordingly, the terms of reference have been updated to be aligned with the format and content of the recently created terms of reference for the Economic & Environment Committee and the People and Place Committee;
- The terms of reference state they shall be reviewed at least once every two years;
- The terms of reference were reviewed and adopted within the past 16 months, and;
- A new independent member on the Committee (May 2019) since last review of the terms of reference.

The Committee may consider recommending to Council for endorsement any required changes to the attached Terms of Reference.

LEGAL IMPLICATIONS

Nil

STRATEGIC PLAN

Nil

COUNCIL POLICY

Nil

ECONOMIC IMPLICATIONS

Nil



ENVIRONMENTAL IMPLICATIONS

Nil

SOCIAL IMPLICATIONS

Nil

CULTURAL IMPLICATIONS

Nil

RESOURCE IMPLICATIONS

Nil

VALUE FOR MONEY

Nil

RISK IMPLICATIONS

Nil

EQUALITIES AND DIVERSITY IMPLICATIONS

Nil

ENGAGEMENT AND COMMUNICATION STRATEGY

Nil

IMPLEMENTATION STRATEGY

Nil

CONCLUSION AND RECOMMENDATION

This report recommends that the Audit Committee consider its terms of reference with a view to recommending their adoption as presented with the report.

ATTACHMENTS

1. Terms of reference for Councils Audit Committee - January 2021 [↓](#)





Audit Committee

TERMS OF REFERENCE

A Committee of Council
established pursuant to the provisions of
Section 41
of the Local Government Act 1999

Terms of Reference for the conduct of the business of the Audit Committee were approved and adopted by the City of Mount Gambier at its meeting held on 19 January 2021.



Audit Committee

The functions of the Audit Committee include, per the Local Government Act 1999, Division 2, Section 126 (4):

- Reviewing annual financial statements to ensure that they present fairly the state of affairs of the council; and
 - Proposing and provide information relevant to, a review of the council's strategic management plans or annual business plan; and
 - Proposing and reviewing, the exercise of powers under section 130A; and
- Liaising with the council's auditor; and
- Reviewing the adequacy of the accounting, internal control, reporting and other financial management systems and practices of the council on a regular basis



Audit Committee

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1 NAME

- 1.1 The name of the Council Committee shall be the Audit Committee (in these Terms of Reference referred to as "the Committee").

2 INTERPRETATION

- 2.1 For the purpose of these Terms of Reference, unless inconsistent with the subject matter or context:
- 2.1.1 "Act" means the Local Government Act 1999 and includes all Regulations and Schedules.
- 2.1.2 "Committee" means the Committee of Council established pursuant to clause 3.
- 2.1.3 "Committee Member" means the persons appointed by the Council to the Committee pursuant to clause 5.
- 2.1.4 "Commencement Date" means the date on which the Committee is established and becomes operative pursuant to clause 3.
- 2.1.5 "Council" means the City of Mount Gambier that established the Committee and to which the Committee reports.
- 2.1.6 "Presiding Member of the Committee of Council" means the person appointed to that position pursuant to clause 5.
- 2.1.7 "Observers" means those persons attending any meeting of the Committee of Council, but not having a vote on any matter to be determined by the Committee and not having been appointed as Committee Members.
- 2.1.8 "Sub-Committee" means a sub-committee established in accordance with the Act.
- 2.2 Any words, phrases or terms used in these Terms of Reference that are defined in the Act shall have the same meaning as are given in the Act.
- 2.3 A reference in these Terms of Reference to a "singular" includes a reference to the "plural" and a reference to a "plural" includes a reference to the "singular".
- 2.4 These Terms of Reference shall be interpreted in line with the provisions of the Act.
- 2.5 Notices
- 2.5.1 All communication to be given to the Committee shall be addressed to:
- City of Mount Gambier Audit Committee
PO Box 56
MOUNT GAMBIER SA 5290
Email: city@mountgambier.sa.gov.au

3 OBJECTIVES

- 3.1 The Committee is created with the express objective of providing considered advice to Council within the scope of its purpose and reasons for establishment.

4 MEMBERSHIP

- 4.1 Members of the Committee are appointed by Council.



- 4.2 The Committee will consist of at least one independent member with at least one additional member from the Elected Members of Council, consistent with any Regulations. The size of the committee shall be between three (3) and five (5) members (inclusive). A vacancy in the membership of the audit committee will not invalidate any decisions of the audit committee, provided a quorum is maintained during meetings. The Mayor is an ex officio member of the Committee.
- 4.3 Independent member(s) of the Committee must meet at least one of the following minimum requirements for membership:
- Have recent and relevant financial qualifications and/or experience in a relevant financial role
 - Working knowledge of risk management
 - Working knowledge of internal controls
 - Experience with internal and/or external auditing.
- 4.4 Only members of the Committee are entitled to vote (move and second) in Committee meetings. Members of Council's staff may attend any meeting as observers and be responsible for preparing papers for the Committee. In accordance with the principles of open, transparent and informed decision making, Committee meetings must be conducted in a place open to the public. The agenda and minutes of the Committee meetings, subject to any items that are discussed in confidence under Section 90 of the Local Government Act 1999 and subsequently retained as confidential under Section 91 of the Act, are also required to be made available to the public.
- 4.5 Council's external auditors shall be invited to attend a minimum of two (2) meetings of the Committee each financial year. Attendance is at the external auditor's discretion.
- 4.6 Appointments to the Committee shall be for a period of at least two years, reviewed at a common appointment date every two years. The common appointment date for existing appointees is 31 December. Appointees may be reappointed by Council.
- 4.7 Resignation of appointment must be in writing.
- 4.8 Members of the Committee, including the Presiding Member are appointed by Council.

5 ADMINISTRATIVE RESOURCES

- 5.1 The Chief Executive Officer shall provide sufficient administrative resources to the Committee to enable it to adequately carry out its functions. This includes, but is not limited to:
- Adequate meeting space
 - Adequate human resources to prepare agendas, reports minutes
 - Connectivity for video conference, skype, internet connection, if required, etc.



6 QUORUM

- 6.1 At all Meetings of the Committee a quorum must be present.
- 6.2 A quorum will be determined by dividing by 2 the number of Members formally appointed to the Committee ignoring any fraction and adding 1. A duly convened meeting of the Committee at which a quorum is present shall be competent to exercise all or any of the authorities, powers and discretions vested in or exercisable by the Committee.

7 MEETINGS OF THE COMMITTEE

- 7.1 The Committee have an ordinary meeting at least four times a year at appropriate times in the reporting and audit cycle and otherwise as required.
- 7.2 No business shall be transacted at any meeting of the Committee unless a quorum of Members is present.
- 7.3 The Presiding Member, when physically present, shall preside at all meetings of the Committee and at any other time the Committee shall appoint an Acting Presiding Member who shall preside at that meeting.
- 7.4 Each Member of the Committee including the Presiding Member present at any meeting of the Committee must vote on any matter requiring determination and all decisions shall be decided on a simple majority of votes cast.
- 7.5 Each Member of the Committee including the Presiding Member present at any meeting of the Committee shall have one deliberate vote only.

8 PROCEDURES AT MEETINGS

- 8.1 The procedure to be observed in relation to the conduct of meetings of the Committee is in accordance with Local Government (Procedures at Meetings) Regulations 2013.
- 8.2 In accordance with s89 of the Act, insofar as a procedure is not prescribed by regulation, it shall be as determined by the Council, and insofar as a procedure is not determined by the Council, it shall be as determined by the Committee itself.

9 DELEGATION

- 9.1 The Committee has no delegation to act with all recommendations of the Committee (and of any Sub-Committees established by the Committee) to be considered by full Council for final decision and resolution.



10 MINUTES OF THE COMMITTEE

- 10.1 The CEO or his appointee must cause minutes to be kept of the proceedings of the Committee.
- 10.2 Minutes of the Committee shall be available to all Members of the Committee, Council and the public.
- 10.3 The Minutes of the proceedings of a meeting are to comply with the requirements of the Act.
- 10.4 Minutes of the Committee Meeting shall be submitted for confirmation at the next meeting of the Committee and if confirmed, shall be signed by the Presiding Member or other person presiding at the subsequent meeting.
- 10.5 Minutes of the Committee Meeting and any recommendations (including the minutes and recommendations of any Sub-Committee established by the Committee) shall be submitted to Council and shall be of no effect until endorsed as a resolution of Council.

11 ROLE OF THE COMMITTEE

11.1 Financial reporting and management

The Committee shall:

- 11.1.1 Monitor the integrity of the financial statements of the Council, including in its annual report, reviewing significant financial reporting issues and judgements which they contain.
- 11.1.2 Review and challenge where necessary:
 - 11.1.2.1 The consistency of, and/or any changes to accounting policies.
 - 11.1.2.2 The methods used to account for significant or unusual transactions where different approaches are possible.
 - 11.1.2.3 The compliance with appropriate accounting standards and use of appropriate estimates and judgements, taking into account the views of the external auditors.
 - 11.1.2.4 The clarity of disclosure in the Council's financial reports and the context in which statements are made; and
 - 11.1.2.5 All material information presented with the financial statements, such as the operating and financial review and the corporate governance statement (insofar as it relates to the audit and risk management).
- 11.1.3 Monitor the budgeting process and the process of review of actuals versus budget.
- 11.1.4 Monitor that budgets are aligned to the Strategic Management Plans.

11.2 Internal Controls and Risk Management Systems

The Committee shall:

- 11.2.1 Monitor the effectiveness of the Council's internal controls and risk management systems; and
- 11.2.2 Review and recommend the approval, where appropriate, of statements to be included in the annual report concerning internal controls and risk management.

11.3 Public Interest Disclosure Act

The Committee shall



11.3.1 Review the Council's arrangements for its employees to raise concerns, in confidence, about possible wrongdoing in financial reporting or other matters. The Committee shall ensure these arrangements allow independent investigation of such matters and appropriate follow-up action.

11.4 Internal audit where Council does not have a separate internal audit function

The Committee shall:

11.4.1 Monitor and review the effectiveness of the Council's internal audit function in the context of the Council's overall risk management system.

11.4.2 Consider and make recommendation on the program of the internal audit function and the adequacy of its resources and access to information to enable it to perform its function effectively and in accordance with the relevant professional standards.

11.4.3 Review all reports on the Council's operations from the external auditors.

11.4.4 Review and monitor management's responsiveness to the findings and recommendations of the external auditors; and

11.4.5 Where appropriate, meet the auditor without management being present, to discuss any issues arising from the internal audits carried out. In addition, the external Auditor shall be given the right of direct access to the Mayor of the Council and to the Presiding Member of the Committee.

11.5 External audit

The Committee shall:

11.5.1 Develop and implement a policy on the supply of the statutory audit and non-audit services by the external auditor, taking into account any relevant ethical guidance on the matter.

11.5.2 Consider and make recommendations to the Council, in relation to the appointment, re-appointment and removal of the Council's external auditor.

11.5.3 The Committee shall oversee the selection process for new external auditor and if an auditor resigns the Committee shall investigate the issues leading to this and decide whether any action is required.



- 11.5.4 Oversee Council's relationship with the external auditors including, but not limited to:
- 11.5.4.1 Recommending the approval of the external auditor's remuneration, whether fees for audit or non-audit services, and recommending whether the level of fees is appropriate to enable an adequate audit to be conducted.
 - 11.5.4.2 Recommending the approval of the external auditor's terms of engagement, including any engagement letter issued at the commencement of each audit and the scope of the audit.
 - 11.5.4.3 Assessing the external auditor's independence and objectivity taking into account relevant professional and regulatory requirements and the extent of Council's relationship with the external auditors, including the provision of any non-audit services.
 - 11.5.4.4 Satisfying itself that there are no relationships (such as family, employment, investment, financial or business) between the external auditor and the Council (other than in the ordinary course of business).
 - 11.5.4.5 Monitoring the external auditor's compliance with legislative requirements on the rotation of audit partners, and
 - 11.5.4.6 Assessing the external auditor's qualifications, expertise and resources and the effectiveness of the audit process (which shall include a report from the external auditors on the Committee's own internal quality procedures).
 - 11.5.4.7 Action(s) to follow up on matters raised by the external auditors.
- 11.5.5 Meet as needed with the external auditor. The Committee shall meet the external auditor at least once a year (without management being present if requested) to discuss the external auditor's report and any issues arising from the audit.
- 11.5.6 Review and make recommendations on the annual audit plan, and in particular its consistency with the scope of the external audit engagement.
- 11.5.7 Review the findings of the audit with the auditor. This shall include, but not be limited to, the following:
- A discussion of any major issues which arose during the external audit
 - Any accounting and audit judgements, and
 - Levels of errors identified during the external audit.
- 11.5.8 The Committee shall also review the overall effectiveness of the external auditor.
- 11.5.9 Review any representation letter(s) requested by the auditor before they are signed by management.
- 11.5.10 Review the management letter and management's response to the external auditor's findings and recommendations.



12 REPORTING RESPONSIBILITIES

- 12.1 The Committee shall make whatever recommendations to Council it deems appropriate on any area within these Terms of Reference where in its view action or improvement is needed.
- 12.2 The Committee will provide an Annual Report to Council by the Presiding Member of the Audit Committee, aligned with the Council's financial year.

13 COMMITTEE REQUIREMENTS

- 13.1 The Committee shall:
- 13.1.1 Have access to reasonable resources in order to carry out its duties.
 - 13.1.2 Be provided with appropriate and timely training, both in the form of an induction program for new members and on an ongoing basis for all members.
 - 13.1.3 Give due consideration to laws and regulations of the Local Government Act, 1999, including all amendments and revisions.
 - 13.1.4 Oversee any investigation of activities within these Terms of Reference.
 - 13.1.5 At least once per year, review its own performance.
 - 13.1.6 At least once every two years review its terms of reference.
- 13.2 Sitting Fees for Audit Committee Members are set by Council.
(The most recent sitting fees approved by Council are attached in the appendix.)

14 AMENDMENTS TO TERMS OF REFERENCE

- 14.1 It will be lawful for the Council by resolution to revoke, vary or add to any of the provisions of these Terms of Reference at its own discretion within the parameters of the Act and any other relevant legislation.
- 14.2 At least once every two years the Committee reviews its terms of reference.
- 14.3 Notwithstanding 14.1 hereof before the Council resolves to revoke, vary or add to any of the provisions of these Terms of Reference it may, but will be under no obligation, to obtain the opinion of the Committee.

15 INTERPRETATION OF TERMS OF REFERENCE

- 15.1 Should there be any dispute as to the definition and/or interpretation of these Terms of Reference, or any part thereof or any irregularities whatsoever that are unable to be resolved by the Presiding Member then the Council shall determine the dispute and the decision of the Council shall be final and binding.

Appendix: Most recent sitting fees

At the Audit Committee meeting of 14 December the following sitting fees were presented to the Audit Committee, and these were adopted by Council on 19 January 2021:

- (a) The sitting fees for the ordinary meetings of the Audit Committee be:
- | | |
|---------------------------------|----------|
| i. Independent Presiding Member | \$300.00 |
| ii. Other Independent Members | \$200.00 |



(b) The sitting fees for any special meeting of the Audit Committee be:

iii.	Independent Presiding Member	\$200.00
iv.	Other Independent Members	\$100.00

19 January 2021



20.3 AUDIT COMMITTEE WORKS PROGRAM – REPORT NO. AR21/19856

Committee:	Audit Committee
Meeting Date:	12 April 2021
Report No.:	AR21/19856
CM9 Reference:	AF11/863
Author:	Colin McGregor, Management Accountant
Authoriser:	Darren Barber, General Manager Shared Services
Summary:	This report provides the 2020/21 Audit Committee works program and an overview of the work performed year to date
Strategic Plan Reference:	Goal 1: Our People Goal 5: Our Commitment

REPORT RECOMMENDATION

1. That Audit Committee Report No. AR21/19856 titled 'Audit Committee works program' as presented on 12 April 2021 be noted.



TYPE OF REPORT

Other

BACKGROUND

At the audit committee meeting of 20 January 2020 the audit committee recommended to have as a standard report item for each meeting the Audit Committee Works Program and an overview of the progress of work performed year to date (Item 5.5 Recommendation 4).

This information will subsequently become part of the 'Annual report to Council by the presiding member of the Audit Committee'.

It will also provide the Audit Committee the option to review its performance year to date and assist in the annual review of the works program.

At the last audit committee for the financial year the audit committee determines the works program for the upcoming year, which is applicable for the current meeting.

PROPOSAL

The attached table provides the audit committee works program for the 2021 financial year with the inclusion of the current meeting's agenda items. The colouring of the cells indicates the anticipated Audit Committee meeting where it is normally anticipated the relevant topic will be addressed.

The provisional dates for the audit committee for FY2021 are reflected in the annual works program.

LEGAL IMPLICATIONS

Nil

STRATEGIC PLAN

Nil

COUNCIL POLICY

Nil

ECONOMIC IMPLICATIONS

Nil

ENVIRONMENTAL IMPLICATIONS

Nil

SOCIAL IMPLICATIONS

Nil

CULTURAL IMPLICATIONS

Nil

RESOURCE IMPLICATIONS

Nil

VALUE FOR MONEY

Nil

RISK IMPLICATIONS

Nil

EQUALITIES AND DIVERSITY IMPLICATIONS

Nil



ENGAGEMENT AND COMMUNICATION STRATEGY

Nil

IMPLEMENTATION STRATEGY

Nil

CONCLUSION AND RECOMMENDATION

The standard report on the Audit Committee's status and plan for the Annual Work Program is included in the agenda of the Audit Committee for noting.

ATTACHMENTS

1. Audit Committee works program [↓](#)





Audit Committee

Annual Work Program
Reviewed April 2021

AUDIT COMMITTEE – ANNUAL WORK PROGRAM – FY2021 – version DECEMBER 2020

Report	Frequency	Timing				Requirement	Reference
		Quarter 1 (8 Oct '20 5 pm)	Quarter 2 (14 Dec '20 5 pm)	Quarter 3 (15 March '21 5 pm)	Quarter 4 (7 June '21 5 pm)		
Review Annual work program	Annually					TOR	7.5.5 and 9.5
Annual work program update		(5.2)	(5.x)	Review of annual work program			
Review Terms of reference	Annually			Terms of Reference		TOR	9.5
Internal Controls, Risks and Improvement plans (including cumulative spend and procedure)	Quarterly	CaRH update (5.4)	Budget-LTFP-AMPs (5.x)	Proposed budget process improvements		Regulations TOR	S 41(b) 7.2.1
Infrastructure and Asset Management Plans and Asset Management Strategy	Annually		Budget-LTFP-AMPs (5.x)			TOR	7.1.4
Long Term Financial Plan	Annually		Budget-LTFP-AMPs (5.x)			Regulations	S 126(4)(ab)
Annual Business Plan and Budget (including assumptions)	Annually					LG Act	S 126(4)(ab)
External Audit - Interim Review and Management Letter	Annually					TOR	7.5
Confidential meeting with External Auditors	Annually	Annual Financial Statements (5.1)				LG Act TOR	S 126(4)(b) 7.5
External Auditor – Statutory External Audit and Report on Financial Results	Annually	(5.1)				Regulations TOR	Reg. 10 7.5
Annual Financial Results / Statements including authorisation by Presiding Member	Annually	(5.1)				LG Act TOR	S 126(4)(a) 7.1
Quarterly Budget Review	3 times pa	BR process update (5.3)	BR1 report (5.x)	BR2 report		LG Act and TOR	S126 7.1.3

Reference: AR20/82141
Last update: 08/12/2020

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Audit Committee

**Annual Work Program
Reviewed April 2021**

Crisis Management Arrangements including: Emergency Management	Biennially				TOR	7.2.1
Annual Report	Annually		Annual Report (5.x)		TOR	7.1.1 and 7.2.2
Policy Reviews • Budget Framework Policy B300 • Fraud and Corruption Prevention Policy • Treasury Management Policy T150 • Whistleblowing Protection Policy W150	Refer Policies				TOR TOR TOR TOR	7.1.2.1 7.2 and 7.3 7.1.2.1 7.3
Audit Committee Self-Assessment	Annually		(5.x)		TOR	9.5
Review of External Auditors' performance and overall effectiveness	Annually		(5.x)		TOR	7.5.3 and 7.5.6
Review of Audit Committee member appointments	Annually if required		(5.x)		TOR	1.5
Annual Report to Council by the Presiding Member of the Audit Committee	Annually	(5.1)			TOR	8
Presentations will be scheduled at the request of the Audit Committee and/or to accompany reports / agenda items where relevant						





Audit Committee

Annual Work Program
Reviewed April 2021

Audit Committee members' and external auditor presence at meetings:

2020/21 Financial Year		8 October 2020	14 December 2020			Total
Audit Committee Members	Cr Mrs. Sonya Mezinec	Yes – Presiding member	Yes – Presiding member			2/2
	Ms. Angela Kain – appointed	Yes	Yes			2/2
	Mr. Paul Duka – appointed May 2019	Yes	Yes			2/2
	Mayor – Mrs. Lynette Martin	No	No			
TOTAL attendance		3	3			
External Auditor	Mr. Tim Muhlhausler	Yes (item 5.1)	No			
Council Staff	Ms. Barbara Cernovskis, Acting CEO	Yes	Yes			
	Mr. Colin McGregor, Management Accountant	Yes	Yes			
	Mr. Jeroen Zwijnenburg, Manager Finance	Yes	Yes			



20.4 QUARTERLY BUDGET REVIEW 2 2020/21 – REPORT NO. AR21/19238

Committee:	Audit Committee
Meeting Date:	12 April 2021
Report No.:	AR21/19238
CM9 Reference:	AF11/863
Author:	Colin McGregor, Management Accountant
Authoriser:	Darren Barber, General Manager Shared Services
Summary:	Provision of the Budget Review 2 report that was presented to Council on 16 February 2021
Strategic Plan Reference:	Goal 5: Our Commitment

REPORT RECOMMENDATION

1. That Audit Committee Report No. AR21/19238 titled 'Quarterly Budget Review 2 2020/21' as presented on 12 April 2021 be noted.
2. That the Audit Committee note the adoption of the following resulting from the second quarterly Budget Review for 2020-21:
 - A \$34,996,000 forecast capital expenditure, representing a \$2,801,000 change from the original budget capital expenditure of \$37,797,000 (Item B and C), including a Budget revision carry over to 2020/21 of \$1,856,000 (Item A), an anticipated carry-over to 2021/22 of \$2,668,000 and a change of \$3,522,000 in relation to the construction of the Wulanda Recreation and Convention Centre (Item D);
 - \$1,230,000 forecasted operating deficit, representing a \$363,000 decreased deficit from the original budget operating deficit of \$1,593,000;
 - A \$11,632,000 forecast net surplus, representing a \$813,000 increase from the original budget net surplus of \$10,819,000; and
 - No impairment expense within other comprehensive expenses at BR2.



TYPE OF REPORT

Corporate

BACKGROUND

The 2020-21 original budget includes an operating deficit of \$1,593,000. This budget also includes multiple initiatives that are impacted by the COVID-19 environment. Therefore, a timely and thorough review of the budget on a quarterly basis is required.

Timing

For the 2020-21 Council plans to perform three budget reviews in the year and aims to present these as soon as possible after the close of the previous quarter to the chamber. The timing of the budget review for 2020-21 is therefore:

Budget Review	Inclusive Dates	Council Meeting	Legislation
Quarter One (BR1)	1 July 2020 to 30 September 2020	October 2020	<= 15 March & < BR2
Quarter Two (BR2)	1 July 2020 to 31 December 2020	February 2021	<= 15 March
Quarter Three (BR3)	1 July 2020 to 31 March 2021	May 2021	>= 16 March & > BR2

Contents of BR2 2020-21

This year's BR2 includes both the review of the operational as well as the capital budget, as well as the inclusion of the capital works-in-progress.

PROPOSAL

This review addresses the following aspects:

From a capital expenditure (Capex) perspective:

- Item A: Carry over from FY2021
- Item B: Carry over to FY2022
- Item C: Revision of Capex
- Item D: Wulanda Recreation and Convention Centre

From an operating income and expenditure (Opex) perspective:

- Item E: Opex

The information that is presented in the following tables includes both the changes adopted in BR1 as well as the changes proposed for adoption in BR2. This allows a full comparison against the original budget. It does mean that some items in BR2 represent a correction to an item adopted in BR1. A previous BR1 number is included in the description for ease of reference.

Item A: Carry over from FY2021

This item shows no change compared to BR1. A total of \$1,856,000 was carried over from FY2020 into FY2021.

Item B: Carry over to FY2022

In BR1 Council included, outside the carryover from FY2019/20 into FY2020/21 – at an amount of \$1,855,997, a provisional amount of \$1,600,000 for undefined capex work, included in this year's capex budget, as an estimate for what will be carried over to the following year.

As part of BR2 we have identified a total of \$2,668,000 of capex for carry over into FY2022, some of which might need to be excluded on review, or possibly carried over to FY2023. BR2 therefore reduced the undefined amount of carry overs to FY2022 to nil. Additionally, the capex includes \$486,995 in relation to the replacement of light bulbs in streetlights (as well as the related revenue under operating income).



As part of the carry-over some items that were included in BR1 have been revised e.g. the Works Depot Offices (BR1-09) are included in FY2021 for 50% of this total rather than the full \$250,000, while \$125,000 is carried over to FY2022.

Item C: Revision of Capex

TABLE 1: CAPITAL EXPENDITURE BUDGET ESTIMATE REVISIONS SINCE ADOPTION OF THE ORIGINAL 2020/21 BUDGET – IMPACT ON BALANCE SHEET.			
Item	CoMG ref	Adjustment to Estimates - Description	BS impact
1	BR1-05*	Vehicle Carryover Capital from 2019/20	242,713
2	BR1-06*	Buildings & Structures Carryover Capital from 2019/20	670,066
3	BR1-07*	Infrastructure Carryover Capital from 2019/20	878,218
4	BR1-08*	Main Corner Complex Carryover Capital from 2019/20	65,000
5	BR1-09*	Works Depot Offices	250,000
6	BR1-10*	Special Local Roads Funding	570,000
7	BR1-14*	Davison Drive Guard Rail	32,990
8	BR1-16*	Plant Replacement Changes	67,000
9	BR1-18*	Theodolite replacement	15,000
10	BR1-19*	Reseal and 3 sheds at Cleanaway site - Feb 2021	100,000
11	BR1-27*	CMS Upgrade	10,000
12	BR1-31*	Carry-over BR1 estimate to 2021/22 financial year	(1,600,000)
Total Q1		Budget review Q1 YTD overall impact BS	1,300,987
1	BR2-08	LED Lighting	486,995
2	BR2-13	Wulanda Recreation and Convention Centre (WRCC) update	(3,521,926)
3	BR2-14	CAPEX update City Infrastructure into FY2022	(1,460,423)
		CAPEX Undefined into FY2022	1,600,000
4	BR2-15	CAPEX update City Growth – Cemetery, including She-Oak master plan landscaping, Chapel reconfiguration and shed exterior concreting	(370,000)
5	BR2-21	iServices and other carry over into FY2022	(267,118)
6	BR2-23	Special Roads Funding - Pinehall and O'Leary into FY2022	(570,000)
Total Q2		Budget review Q2 YTD overall impact BS	(4,102,472)
Total Q1 and Q2			(2,801,485)
(*) Council previously approved BR measures			

Item D: Wulanda Recreation and Convention Centre

In BR1 the capital expenditure on the Wulanda Recreation and Convention Centre (WRCC) had not been adjusted. In BR2 Council has adjusted the capital expenditure to the latest cash flow forecast for the Centre, which is \$3,522,926 less than the original budget. This is primarily a result of a later start of the construction due to COVID related negotiations that occurred after the original budget was set. The Proforma Statement of Cash Flows also shows the assumption that consequently Council's borrowings will be less by the same amount by the end of the 2021 financial year.

The Federal and State revenue has not been updated at this stage. Although changes in timing are expected, consistent with changes to the construction schedule compared to the timeline of the original budget for FY2020/21 (April 2020), the magnitude of this is not certain at this BR2 review point. This will be updated as part of BR3.

Items A and C have an impact on the overall capital works in progress overview, as per the below:

TABLE 2: CAPITAL WORKS IN PROGRESS OVERVIEW



Year	Capex Carry forward from prior year (A)	Capex original budget (B1)	CaRH original budget (B2)	Capex original budget (B) Total	Capex Council Resolutions in year (C1)	BR Transfer to next FY (C2)	Total (D) (A+B+C)			
2019	1,108	8,159	-	8,159	540	-	9,807			
2020	2,201	7,877	2,617	10,494		(1,655)	11,040			
OB 2021	1,856	11,024	26,773	37,797			39,653			
BR2 2021	1,856	11,024	26,773	37,797	1,532	(6,189)	34,996			
Year	Note 7 Additions actuals (E1)	CaRH WIP actuals (E2)	Other Capital WIP (E3)	Total Capital WIP (E2 & E3)	WIP increase / (decrease) (E4)	Total true Capex (E1 - E4)	Potential capex Rollover (F)	Capex Rollover to next year (G)	Capex reduction / (capex increase)	
2019	7,266	540	249	789	515	7,781	2,566	2,201	365	
2020	7,873	1,631	950	2,581	1,792	9,665	2,044	1,856	188	
BR2 2021								2,668		

Item E. Operating expenditure and income & comprehensive income BR2

Table 3 provides detail of the income and expense adjustments as part of BR2.

The major BR2 revisions are:

- Development application (DA) income has been substantially increased compared to the original budget. The reasons for this are twofold: Firstly, the introduction of new development system / Planning Development and Infrastructure Act was originally expected early in the financial year, and the income projections were reduced accordingly. With the deferral of this to 19 March 2021 (per the latest advice) Council has continued to generate income from DAs. Secondly, with the Federal Government's HomeBuilder grant the demand for DAs has increased substantially, creating additional income.
- Salaries & wages are \$131,000 under budget for the year. The original budget included \$400,000 in salary savings that were anticipated to be result of delays in filling vacancies, and this full amount has been achieved with an additional \$131,000 anticipated by the end of the year.
- Expenditure on consultants & contractors as well as general operating expenses are well below original budget. Further review of the budgeted amounts for potential areas of saving identified further budget savings, e.g. in training & development, iServices (PABX) maintenance.
- Interest income was budgeted for at nil, however, due to some bonus payment from LGFA as well as later start of borrowings related to the WRCC Council reports \$24,000 interest income to date at BR2.
- In BR1 the Special Roads Funding for PineHall Avenue and O'Leary Road was included in the FY2021 budget - this has been deferred till FY2022 in this BR2.
- Additional LED Lighting capital budget has been included as well as the same amount of funding within comprehensive income.



Table 3: Operational expenditure budget estimate revisions since adoption of the original 2020/21 budget - impact on profit & loss statement.

Item	CoMG ref	Adjustment to Estimates - Description	P&L impact
1	BR1-03*	Street Sweeping/Median Maintenance - DPTI - Income not included in budget FY2021	(23,000)
2	BR1-04*	Vibrant Mount Gambier \$5,000 funding	(5,000)
3	BR1-10*	Special Local Roads Funding	(380,000)
4	BR1-11*	LGRS Insurance Risk Sessions	32,500
5	BR1-12*	Depreciation adjustment	332,713
6	BR1-13*	Commonwealth Financial Assistance Grant	313,282
7	BR1-18*	Theodolite replacement	(15,000)
8	BR1-21*	Blue Lake Sports Club Master Plan	50,000
9	BR1-26*	AssetVal payment carried over from FY2020	12,450
10	BR1-30*	Salaries & Wages including adjustment 27 th pay June 2021	66,732
11	BR1-35*	Lease NPV Interest and Amortisation adjustments	39,373
12	BR1-37*	Increased Development & Building Approvals	(140,000)
13	BR1-38*	Extension of interim library & coffee shop arrangement	120,000
14	BR1-39*	Line-marking contract	85,500
Total BR1		Budget review Q1 increase in operating deficit	489,550
1	BR2-02	Sports and Recreation Capital Works Program 2020/2021	(100,000)
2	BR2-03	Tourism Mount Gambier - additional 0.4 FTE plus \$14,500	14,515
3	BR2-04	Interest Income LGFA & Income from LGA Asset Mutual Fund and Work Cover	(24,013)
4	BR2-06	Junior Sports Assistance Fund	13,000
5	BR2-07	Training budget FY2021	10,000
6	BR2-08	LED lighting	(100,000)
7	BR2-09	Open space Strategy Master Plan	60,885
8	BR2-12	Salaries & Wages	(131,120)
9	BR2-16	Training & Development Savings	(45,659)
10	BR2-17	PABX Maintenance	(86,704)
11	BR2-18	Blue Lake Golf Club operational grant	(75,000)
12	BR2-19	Contractors & Consultants	(331,220)
13	BR2-20	General operating expenses	(439,049)
14	BR2-23	Special Roads Funding - Pinehall and O'Leary	380,000
Total BR2		BR2 decrease in operating deficit	(854,365)
Total BR1 & BR2		BR2 YTD decrease in operating deficit	(364,815)
15	BR1-05	Vehicle Carryover Capital from 2019/20	21,000
16	BR1-16	Plant Replacement Changes	18,400
Total BR1 & BR2		BR1 increase in comprehensive (income) / expense	39,400
15	BR2-08	LED lighting	(486,995)
Total BR2		BR2 increase in comprehensive (income) / expense	(486,995)
Total BR1 & BR2		BR2 YTD increase in comprehensive (income)/expense	(447,595)
Total BR2 YTD		Change in total comprehensive income	(812,410)

(*) Council previously approved BR measures

LEGAL IMPLICATIONS

Nil



STRATEGIC PLAN

Nil

COUNCIL POLICY

Nil

ECONOMIC IMPLICATIONS

The improvement in Council's forecasted operating deficit, from Council's originally budgeted deficit of \$1,593,000 by \$363,000, as well as the reduced capital expenditure improves Council's cash flow position moving into FY2021/22. It also reduces the amount with which Council draws on the cumulative operating surplus balance (since 2012/13), and puts it into a better financial position than originally budgeted.

The increases in the carry over, from \$1,600,000 per BR1 to \$2,668,000 in BR2, populates a greater portion of the overall capex for the upcoming budget year FY2022 and allows for further re-evaluation of some of these projects' timing as part of BR3 FY2021 and as part of the Annual Business Plan and Budget process for FY2022.

ENVIRONMENTAL IMPLICATIONS

Nil

SOCIAL IMPLICATIONS

Nil

CULTURAL IMPLICATIONS

Nil

RESOURCE IMPLICATIONS

Nil

VALUE FOR MONEY

Nil

RISK IMPLICATIONS

Council has to balance a combination of risks, including financial sustainability risks. BR2 shows that Council is expecting to achieve a better financial outcome than originally budgeted and from that perspective is building a stronger base to finance ongoing services and projects.

EQUALITIES AND DIVERSITY IMPLICATIONS

Nil

ENGAGEMENT AND COMMUNICATION STRATEGY

Nil

IMPLEMENTATION STRATEGY

Nil

CONCLUSION AND RECOMMENDATION

Nil

ATTACHMENTS

1. Proforma Financial Statements Budget Review 2 FY2021 (BR-2) [↕](#)



City of Mount Gambier

Proforma Statement of Comprehensive Income
Budget Review 2 FY2021, Budget Review 1 FY2021, Budget FY2021, Actual 2020 and Actual 2019

		FY BR2 2021 \$'000	FY BR1 2021 \$'000	FY Budget 2021 \$'000	2020 \$'000	2019 \$'000
INCOME						
Rates	2	22,795	22,824	22,809	22,138	21,432
Statutory charges	2	634	409	309	523	426
User charges	2	5,079	5,271	5,354	5,318	5,021
Grants, subsidies and contributions	2	4,340	4,760	4,680	4,227	4,435
Investment income	2	24	-	-	55	86
Reimbursements	2	69	75	52	38	19
Other income	2	550	471	241	439	417
Total Income		33,490	33,809	33,445	32,738	31,836
EXPENSES						
Employee costs	3	13,103	13,241	13,172	12,230	11,800
Materials, contracts & other expenses	3	13,545	14,567	14,154	13,263	11,972
Depreciation, amortisation & impairment	3	7,834	7,894	7,498	7,625	7,424
Finance costs	3	237	190	213	170	203
Total Expenses		34,720	35,891	35,038	33,288	31,399
OPERATING SURPLUS / (DEFICIT)		(1,230)	(2,082)	(1,593)	(550)	437
Asset disposal & fair value adjustments	4	(50)	(52)	(13)	(472)	(594)
Amounts received for new or upgraded assets	2	12,912	12,425	12,425	-	105
Physical resources received free of charge	2	-	-	-	737	159
NET SURPLUS / (DEFICIT) transferred to Equity Statement		11,632	10,290	10,819	(285)	107
Other Comprehensive Income						
<i>Amounts which will not be reclassified subsequently to operating result</i>						
Changes in revaluation surplus - infrastructure, property, plant & equipment						56
Impairment (expense) / recoupments offset to asset revaluation reserve	3	-	-	-	(327)	-
Total Other Comprehensive Income		-	-	-	(327)	56
TOTAL COMPREHENSIVE INCOME		11,632	10,290	10,819	(612)	163

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City of Mount Gambier

Proforma Statement of Financial Position
Budget Review 2 FY2021, Budget FY2021, Actual 2020 and Actual 2019

	Notes	FY BR2 2021 \$'000	FY BR1 2021 \$'000	FY Budget 2021 \$'000	2020 \$'000	2019 \$'000
ASSETS						
Current assets						
Cash and cash equivalents	5	3,094	1,567	2,155	4,406	6,069
Trade & other receivables	5	2,064	2,064	1,861	2,034	1,867
Inventories	5	55	26,828	816	55	27
		<u>5,214</u>	<u>30,459</u>	<u>4,832</u>	<u>6,495</u>	<u>7,963</u>
Non-current assets						
Infrastructure, property, plant & equipment	7	247,425	247,425	277,807	244,262	244,752
Other non-current assets	6	25,831	2,581	-	2,581	789
Total non-current assets		<u>273,256</u>	<u>250,024</u>	<u>277,807</u>	<u>246,843</u>	<u>245,541</u>
Total assets		<u>278,470</u>	<u>280,483</u>	<u>282,639</u>	<u>253,338</u>	<u>253,504</u>
LIABILITIES						
Current liabilities						
Trade & other payables	8	2,898	2,898	3,065	2,849	3,017
Borrowings	8	570	570	213	558	195
Provisions	8	2,625	2,625	2,457	2,557	2,338
Total current liabilities		<u>6,093</u>	<u>6,093</u>	<u>5,734</u>	<u>5,964</u>	<u>5,550</u>
Non-current liabilities						
Borrowings	8	15,233	18,756	21,952	2,189	2,377
Provisions	8	4,023	4,023	3,857	3,863	3,650
Total non-current Liabilities		<u>19,255</u>	<u>22,778</u>	<u>25,809</u>	<u>6,052</u>	<u>6,027</u>
Total liabilities		<u>25,348</u>	<u>28,871</u>	<u>31,543</u>	<u>12,016</u>	<u>11,577</u>
NET ASSETS		<u>253,122</u>	<u>251,612</u>	<u>251,096</u>	<u>241,322</u>	<u>241,927</u>
EQUITY						
Accumulated surplus		76,786	75,276	74,778	64,986	65,609
Asset revaluation reserves	9	175,462	175,462	175,458	175,462	175,458
Other reserves	9	874	874	860	874	860
TOTAL EQUITY		<u>253,122</u>	<u>251,612</u>	<u>251,096</u>	<u>241,322</u>	<u>241,927</u>



City of Mount Gambier

Statement of Changes in Equity Proforma Statement of Changes in Equity Budget Review 1 FY2021, Actual 2020 and Actual 2019 for the period ending 31 December 2020

		Accumulated surplus	Asset revaluation reserve	Other reserves	Total equity
2021 BR2	Notes	\$'000	\$'000	\$'000	\$'000
Balance at end of previous reporting period		64,986	175,462	874	241,322
Net surplus / (deficit) for the year		11,632	-	-	11,632
Other Comprehensive Income					
Transfers between reserves		-	-	-	-
Balance at end of period		76,618	175,462	874	252,954
2021 BR1	Notes	\$'000	\$'000	\$'000	\$'000
Balance at end of previous reporting period		64,986	175,462	874	241,322
Net surplus / (deficit) for the year		10,290	-	-	10,290
Other Comprehensive Income					
Transfers between reserves		-	-	-	-
Balance at end of period		75,276	175,462	874	251,612
2021	Notes	\$'000	\$'000	\$'000	\$'000
Balance at end of previous reporting period		65,140	143,058	874	209,072
Restated opening balance		65,140	143,058	874	209,072
Net surplus / (deficit) for the year	-	813	-	-	813
Other Comprehensive Income					
Transfers between reserves		-	-	-	-
Balance at end of period		64,328	143,058	874	208,259
2020	Notes	\$'000	\$'000	\$'000	\$'000
Balance at end of previous reporting period		65,609	175,458	860	241,927
Net surplus / (deficit) for the year		(285)	-	-	(285)
Other Comprehensive Income					
Gain on revaluation of infrastructure, property, plant & equipment		-	1,237	-	1,237
Impairment (expense) / recoupments offset to asset revaluation reserve	9	(327)	(1,233)	-	(1,560)
Adjustment due to compliance with revised accounting standard	1	3	-	-	3
Transfers between reserves	9	(14)	-	14	-
Balance at end of period		64,986	175,462	874	241,322
2019		\$'000	\$'000	\$'000	\$'000
Balance at end of previous reporting period		65,515	175,402	847	241,764
Net surplus / (deficit) for the year		107	-	-	107
Other Comprehensive Income					
Gain on revaluation of infrastructure, property, plant & equipment		-	56	-	56
Transfers between reserves		(13)	-	13	-
Balance at end of period		65,609	175,458	860	241,927



City of Mount Gambier

Proforma Statement of Cash Flows Budget Review 1 FY2021, Budget FY2021, Actual 2020 and Actual 2019

		FY BR2 2021	FY BR1 2021	FY Budget 2021	2020	2019
		\$'000	\$'000	\$'000	\$'000	\$'000
CASH FLOWS FROM OPERATING ACTIVITIES	Notes					
<u>Receipts</u>						
Rates - general & other		22,795	22,824	22,809	21,957	21,388
Fees & other charges		634	409	309	524	426
User charges		5,549	5,764	5,889	5,696	5,459
Investment receipts		24	-	-	57	86
Grants utilised for operating purposes		3,613	3,473	4,133	4,227	4,435
Reimbursements		76	83	57	42	21
Other revenues		1,102	1,130	850	1,002	446
<u>Payments</u>						
Employee costs		(12,875)	(13,013)	(13,116)	(11,915)	(11,629)
Materials, contracts & other expenses		(14,556)	(15,709)	(15,262)	(14,293)	(12,981)
Finance payments		(237)	(252)	(213)	(170)	(161)
Net cash provided by (or used in) Operating Activities		6,123	4,708	5,456	7,127	7,490
CASH FLOWS FROM INVESTING ACTIVITIES						
<u>Receipts</u>						
Amounts specifically for new or upgraded assets		13,639	13,712	12,972	-	105
Sale of replaced assets		481	503	506	385	359
Sale of surplus assets		-	-	-	72	-
Repayments of loans by community groups		-	-	-	18	17
<u>Payments</u>						
Expenditure on renewal/replacement of assets		(8,525)	(8,692)	(8,270)	(5,627)	(4,006)
Expenditure on new/upgraded assets		(26,085)	(29,630)	(29,639)	(3,813)	(2,265)
Net cash provided by (or used in) Investing Activities		(20,490)	(24,107)	(24,432)	(8,965)	(5,790)
CASH FLOWS FROM FINANCING ACTIVITIES						
Proceeds from borrowings		13,250	16,773	20,000	-	-
<u>Payments</u>						
Repayments of borrowings		(195)	(195)	(213)	175	(218)
Net cash provided by (or used in) Financing Activities		13,055	16,578	19,787	175	(218)
Net increase / (decrease) in cash held		(1,312)	(2,821)	812	(1,663)	1,482
Cash & cash equivalents at beginning of period	10	4,406	4,406	2,958	6,069	4,587
Cash & cash equivalents at end of period	10	3,094	1,585	3,770	4,406	6,069



City of Mount Gambier

Proforma Notes

Budget Review 1 FY2021, Budget FY2021, Actual 2020, 2019 and 2018

Note 14 - Financial indicators

These financial indicators have been calculated in accordance with *Information Paper 9 - Local Government Financial Indicators* prepared as part of the LGA Financial Sustainability Program for the Local Government Association of South Australia. Detailed methods of calculation are set out in the SA Model Statements.

	FY BR2 2021	FY BR1 2021	FY Budget	2020	2019
Operating surplus ratio					
<u>Operating surplus</u>					
Total operating revenue	(3.7%)	(6.2%)	(4.8%)	(6.5%)	1.4%

This ratio expresses the operating surplus as a percentage of total operating revenue.

Net financial liabilities ratio

<u>Net financial liabilities</u>					
Total operating revenue	76%	85%	94%	63%	11%

Net financial liabilities are defined as total liabilities less financial assets. These are expressed as a percentage of total operating revenue.

Adjustments to ratios

In recent years the Federal Government has made advance payments prior to 30th June from future year allocations of financial assistance as explained in Note 1. These adjusted ratios correct for the resulting distortion in the key ratios for each year and provide a more accurate comparison.

<i>Adjusted operating surplus ratio</i>	(4.0%)	(6.2%)	(5.1%)	(5.4%)	(0.7%)
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<i>Adjusted financial liabilities ratio</i>	76%	85%	94%	59%	10%
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Asset renewal funding ratio

<u>Net asset renewals</u>					
Asset Management Plan required expenditure	118%	119%	114%	105%	68%

Net asset renewals expenditure is defined as net capital expenditure on the renewal and replacement of existing assets, and excludes new capital expenditure on the acquisition of additional assets.



City of Mount Gambier

Proforma Notes

Budget Review 1 FY2021, Budget FY2021, Actual 2020 and Actual 2019

Note 15 - Uniform presentation of finances

The following is a high level summary of both operating and capital investment activities of the Council prepared on a simplified Uniform Presentation Framework basis.

All Councils in South Australia have agreed to summarise annual budgets and long-term financial plans on the same basis.

The arrangements ensure that all Councils provide a common 'core' of financial information, which enables meaningful comparisons of each Council's finances.

	FY BR2 2021 \$'000	FY BR1 2021 \$'000	FY Budget 2021 \$'000	2020 \$'000	2019 \$'000
Income	33,490	33,809	33,445	32,738	31,836
Expenses	34,720	35,891	35,038	(33,288)	(31,399)
Operating surplus / (deficit)	(1,230)	(2,082)	(1,593)	(550)	437
Net outlays on existing assets					
Capital expenditure on renewal and replacement of existing assets	8,525	8,692	8,270	5,627	5,346
Depreciation, amortisation and impairment	(7,834)	(7,894)	(7,498)	(7,625)	(7,424)
Proceeds from sale of replaced assets	(481)	(503)	(506)	(385)	(359)
	210	296	266	(2,383)	(2,437)
Net outlays on new and upgraded assets					
Capital expenditure on new and upgraded assets <i>(including investment property & real estate developments)</i>	26,085	29,630	29,639	3,813	566
Amounts received specifically for new and upgraded assets	(13,639)	(13,712)	(12,972)	-	(105)
Proceeds from sale of surplus assets <i>(including investment property and real estate developments and non-current assets held for resale)</i>	-	-	-	(457)	359
	12,446	15,918	16,667	3,356	820
Net lending / (borrowing) for financial year	(13,886)	(18,296)	(18,526)	(1,523)	2,054



20.5 INTERNAL CONTROLS - PROPOSED BUDGET PROCESS IMPROVEMENTS – REPORT NO. AR21/19525

Committee: Audit Committee
Meeting Date: 12 April 2021
Report No.: AR21/19525
CM9 Reference: AF11/863
Author: Colin McGregor, Management Accountant
Authoriser: Darren Barber, General Manager Shared Services
Summary: This report includes matters of interest to the Audit Committee related to Council’s current budget process and the budget process moving forward
Strategic Plan Reference: Goal 1: Our People
Goal 5: Our Commitment

REPORT RECOMMENDATION

1. That Audit Committee Report No. AR21/19525 titled ‘Internal Controls - Proposed Budget process improvements’ as presented on 12 April 2021 be noted.



TYPE OF REPORT

Corporate

BACKGROUND

The Internal Controls Framework incorporates a raft of measures taken by Council, including the annual budget process, internal financial controls, cumulative spend analysis and external audit. An update is provided on the relevant subjects in this area since last Audit Committee meeting.

Budget Process

Council employs multiple management tools as part of its internal control framework to manage Council income and expenditure. This framework is referred to as the Integrated Budget and Framework.

The Long Term Financial Plan (LTFP), the Asset Management Plan (AMP) and the Annual Business Plan & Budget Process (ABP&B) form the basis of this framework.

As part of its Terms of Reference, under 'Financial reporting and management' the Audit Committee shall "monitor the budgeting process and the process of review of actuals versus budget" (7.1.3) and "monitor that budgets are aligned to the Strategic Management Plans" (7.1.4).

While the budget process that is historically undertaken is efficient in producing an adopted budget, it doesn't address the accuracy and reliability of the budget that is adopted.

PROPOSAL

Nil

LEGAL IMPLICATIONS

Nil

STRATEGIC PLAN

Nil

COUNCIL POLICY

Nil

ECONOMIC IMPLICATIONS

Nil

ENVIRONMENTAL IMPLICATIONS

Nil

SOCIAL IMPLICATIONS

Nil

CULTURAL IMPLICATIONS

Nil

RESOURCE IMPLICATIONS

Nil

VALUE FOR MONEY

Nil

RISK IMPLICATIONS

Nil

EQUALITIES AND DIVERSITY IMPLICATIONS

Nil



ENGAGEMENT AND COMMUNICATION STRATEGY

Nil

IMPLEMENTATION STRATEGY

Current Budget Process

LTFP and AMP

The budget process starts with a review of the Long Term Financial Plan (LTFP) and the asset management plan. This task was undertaken in December 2020 and presented to the elected members in a workshop on the 20 January 2021 and adopted at the February Council meeting.

Detailed operational and capital budget

The finance team meets with the relevant managers during January and February to have input into their budgets, particularly any projects or programs that requires extra funding. The fees and charges are also discussed with managers during this time. This is then presented to the executive team for review and equitable adjustments are made to ensure the operational surplus or deficit matches the LTFP and the capital budget is in line with the AMP.

Member workshops

The second budget workshop with members was held on 24 March 2021 where the overview of the budget along with underlying assumptions was presented to the elected members. Following this the detailed budget was sent to elected members to review and feedback given on or before the third workshop on 14 April 2021.

The intention of the third workshop is to discuss any feedback from the detailed budget review and any issues resolved. If there are significant changes needed in the budget then a fourth workshop is scheduled for 27 April 2021 to review the updated budget.

Adoption and community consultation

The budget is planned to be adopted on 18 May 2021 for community consultation from 19 May 2021 to 10 June 2021 and a final review of written submissions on 16 June 2021 through a special Council meeting. It is the intention to have a final special meeting of Council on the 29 June 2021 to adopt the annual business plan and budget.

PROPOSED FUTURE IMPROVEMENTS

While the current process fulfils the legislative requirements of the annual business plan and budget, it doesn't do enough to ensure the accuracy and reliability of the budget. To do this the following changes to the initial part of the process will be implemented to improve the ownership of the budget by managers and staff.

Connection to the Strategic Plan

Reaffirm with staff that all budget allocations have line of sight connection with Councils Strategic Plan. This connection is especially important in the budget bid and business case phase of the budget outlines below.

Budget Bids / Business Cases

Budget bids with supporting business cases would be required for:

- Additional staff – Permanent and Temporary;
- New Projects;
- New major operational infrastructure (e.g business systems);
- Additional funding for existing projects/recurrent operations; and
- Capital Works.

Business Cases MAY also be required for:

- High Risk activities;



- Previously funded projects / programs where change has occurred; and
- Any other reason given by a general manager or CEO.

Grant funding applications will also require a Business Case. The relationship between the grant funding and business case should be developed very early in the application process. This is particularly important in this environment of shared funding commitments.

Ownership of all budget lines

All employees at the levels of General Manager, Manager, Supervisor and Team Leader will be mentored and developed to have a clear understanding of the budget and finances. This is a key pillar in any leader's skill set along with People and Service Delivery.

The key areas are:

Revenue

- Fees and Charges;
- Grants - Recurrent;
- Grants Project and Capital; and
- Other Revenue.

Expenses

- Wages and Salaries;
- Utilities;
- Recurrent Operating Expenses; and
- Operating Project Expenses.

Capital

- Capital Expenses

Budget Phasing and Forecasting

Budget phasing and forecasting throughout the year is a vital financial skill and an important tool in predicting cashflow and budget outcome. Phasing estimates when the budget allocation will be spent during the budget cycle. Forecasting provides an opportunity to estimate if the budget line will be under or overspent during the budget cycle.

Quarterly Review and Presentation

A structured approach to financial accountability through regular reporting will be implemented. Each manager will be required to complete the following:

- Budget preparation;
- Phasing of the budget;
- Forecasting;
- Present a budget review document (templated) to executive explaining under and over spending; and
- This information will then be utilised for the Budget Review Reports for Council.

CONCLUSION AND RECOMMENDATION

The Audit Committee is advised of, and is provided with the opportunity to provide feedback to Council and Council Administration, on the process and parameters of the FY2022 ABP&B and the proposed changes to the monitoring of the ABP&B through FY2022 which will lead into the FY2023 ABP&B process.



ATTACHMENTS

Nil



**MINUTES OF CITY OF MOUNT GAMBIER
SPECIAL COUNCIL MEETING
HELD AT THE COUNCIL CHAMBER, CIVIC CENTRE, 10 WATSON TERRACE, MOUNT
GAMBIER
ON THURSDAY, 11 MARCH 2021 AT 6:00 PM**

PRESENT: Mayor Lynette Martin (OAM), Cr Max Bruins, Cr Ben Hood, Cr Paul Jenner, Cr Frank Morello

OFFICERS IN ATTENDANCE: Nil

1 ACKNOWLEDGEMENT OF COUNTRY

WE ACKNOWLEDGE THE BOANDIK PEOPLES AS THE TRADITIONAL CUSTODIANS OF THE LAND WHERE WE MEET TODAY. WE RESPECT THEIR SPIRITUAL RELATIONSHIP WITH THE LAND AND RECOGNISE THE DEEP FEELINGS OF ATTACHMENT OUR INDIGENOUS PEOPLES HAVE WITH THIS LAND.

2 APOLOGIES

RECOMMENDATION

Moved: Cr Frank Morello
Seconded: Cr Max Bruins

That the apologies from Crs Kate Amoroso, Christian Greco, Steven Perryman and Sonya Mezinec be received.

CARRIED

3 LEAVE OF ABSENCE

Nil

4 NEW CONFIDENTIAL ITEMS

4.1 CHIEF EXECUTIVE OFFICER - CONTRACT OF EMPLOYMENT - REPORT NO. AR21/15086

CONSIDERATION FOR EXCLUSION OF THE PUBLIC

Moved: Cr Max Bruins
Seconded: Cr Paul Jenner

Pursuant to section 90(2) of the *Local Government Act 1999* the Council orders that all members of the public, except Mayor L Martin, Councillors M Bruins, B Hood, P Jenner and F Morello be excluded from attendance at the meeting for the receipt, discussion and consideration in confidence of Agenda Item 4.1 AR21/15086 Chief Executive Officer - Contract of Employment.



The Council is satisfied that, pursuant to section 90(3) (a) and (g) of the Act, the information to be received, discussed or considered in relation to the Agenda Item is:

- information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead)
- information concerning matters that must be considered in confidence in order to ensure that the Council does not:
 - breach any law, order or direction of a court or tribunal constituted by law,
 - breach any duty of confidence, or
 - breach any other legal obligation or duty

The Council is satisfied that the principle that the meeting be conducted in a place open to the public has been outweighed in the circumstances because the subject matter includes information concerning the personal employment affairs of the preferred applicant for the position of Chief Executive Officer for which a duty of confidence has been established.

CARRIED

Cr Max Bruins left the meeting at 6:25 pm and did not return.

Due to the meeting being inquorate the Special Council Meeting was adjourned to Tuesday, 16 March 2021 following the Ordinary Council Meeting scheduled for 6:00 p.m. on that date.

The minutes of this meeting were confirmed at the Ordinary Meeting of the City of Mount Gambier held on 20 April 2021.

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PRESIDING MEMBER

