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

**Date: Tuesday, 16 April 2024**  
**Time: 6.00 p.m.**  
**Location: Council Chamber**  
**Civic Centre**  
**10 Watson Terrace**  
**Mount Gambier**

# **AGENDA**

## **Ordinary Council Meeting 16 April 2024**

A handwritten signature in black ink, appearing to read "Sarah Philpott", is written over a faint, illegible background.

**Sarah Philpott**  
**Chief Executive Officer**  
**12 April 2024**

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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 FIRST NATIONS PEOPLES HAVE WITH THE LAND.**

**2 APOLOGIES**

Nil

**3 LEAVE OF ABSENCE**

Nil

**4 CONFIRMATION OF COUNCIL MINUTES**

[Ordinary Council Meeting - 19 March 2024](#)

**RECOMMENDATION**

That the minutes of the Ordinary Council meeting held on 19 March 2024 be confirmed as an accurate record of the proceedings of the meeting.



## 5 MAYORAL REPORT

### 5.1 MAYORAL REPORT - APRIL 2024 – REPORT NO. AR23/81558

- Meeting with Bill Strigg and Paul Chuck
- Live interview with Dixie Sulda - ABC – Before the Bounce
- Meeting with Adrian Maywald – Executive Officer, Limestone Coast Local Government Association
- LCLGA Planning Meeting (virtual)
- TAFE SA – Limestone Coast Class of 2023 Graduation Ceremony
- TAFE SA – Limestone Coast Class of 2023 Graduation Reception
- Substance Misuse Limestone Coast – Iceland’s Planet Youth Team Workshop
- LCLGA Audit and Risk Committee Meeting
- Health Q Consulting – Limestone Coast Local Health Network and Radiation Treatment in the Limestone Coast
- LCLGA Strategic Planning Workshop
- Mount Gambier Fringe Festival – VIP Launch
- Radio Interview with Llew Jones – 5GTR FM
- Elected Member Briefing - Wulanda Annual Business Plan and Budget - Financial Year 2025 (virtual)
- Elected Member Briefing - Elected Member Briefing - Budget, Contractual Matters and 3 Year Work Plan Update (virtual)
- Mount Gambier 2035 Roundtable (virtual)
- LCLGA/RDA Regional Growth Strategy Workshop
- LCLGA Mayors Meeting (virtual)
- Meeting with Mount Gambier and District Resident and Ratepayers Association
- Elected Member Briefing – Annual Business Plan and Budget Financial Year 2025 Workshop 1
- Official Launch of OneFortyOne & Castec Rural Pioneers 2024 Season
- Chamber Tour – Yahl Primary School - Year 5/6 Class
- Introductory Meeting with Wayne Henry and Duncan Lock of Evergreen Built
- Meeting with Professor Robyn Aitken, Dean and Professor Claire Drummond, Deputy Dean - Rural and Remote Health
- Meeting with Minister Szakacs, Minister Scriven, Jeff Swann - Chief Officer MFS, Travis Fatchen from the Office of Troy Bell and Cr Paul Jenner
- Meeting with Media Representatives from SE Voice and Lime FM
- Our Voice, Our Journey – OVSA Mount Gambier Conference
- Audit and Risk Committee Workshop
- Audit and Risk Committee Meeting
- Meeting with representatives of SE Darts – Craig Lynch and Bev Schapel



- Elected Member Briefing - Annual Business Plan and Budget - Financial Year 2025 Workshop 2
- Meeting with Chris Holden – Chairperson – Mount Gambier Aviation Museum
- Mount Gambier 2035 - Discussion with Dr Kim Houghton (virtual)
- LCLGA Mayor's Meeting (virtual)
- Meeting with Adrian Maywald, Executive Officer, Limestone Coast Local Government Association
- Friendship Force Mount Gambier – 40<sup>th</sup> Year Celebration 1984 – 2024
- Tenison Woods College - Celebration of Journey and Legacy
- Launch of the Mount Gambier AMRC Community Centre



**6      REPORTS FROM COUNCILLORS**

**7      QUESTIONS WITH NOTICE**

Nil

**8      QUESTIONS WITHOUT NOTICE**

Nil

**9      PETITIONS**

Nil





## 10 DEPUTATIONS

### 10.1 DEPUTATION - ANDREW VAN DEN HURK - MOUNT GAMBIER AND DISTRICT TENNIS ASSOCIATION – REPORT NO. AR24/24629

**Meeting:** Council  
**CM9 Reference:** AF23/328  
**Author:** Ashlee Pasquazzi, Executive Administrator Corporate and Regulatory Services  
**Authoriser:** Sarah Philpott, Chief Executive Officer

#### REPORT RECOMMENDATION

1. That Council Report No. AR24/24629 titled 'Deputation - Andrew Van den Hurk - Mount Gambier and District Tennis Association' as presented on 16 April 2024 be noted.

#### BACKGROUND

The Mayor, Mrs Lynette Martin OAM, has granted a deputation request from Mr Andrew Van den Hurk who would like the opportunity to present to Council.

#### ATTACHMENTS

Nil



**11 NOTICE OF MOTION TO RESCIND OR AMEND**

Nil



## 12 ELECTED MEMBERS INFORMATION BRIEFING SESSIONS

### 12.1 ELECTED MEMBER INFORMATION/BRIEFING SESSIONS FROM 18/03/2024 TO 12/04/2024 – REPORT NO. AR23/81511

**Meeting:** Council  
**CM9 Reference:** AF23/328  
**Author:** Ashlee Pasquazzi, Executive Administrator Corporate and Regulatory Services  
**Authoriser:**

#### REPORT RECOMMENDATION

1. That Council Report No. AR23/81511 titled 'Elected Member Information/Briefing Sessions from 18/03/2024 to 12/04/2024' as presented on 16 April 2024 be noted.

#### ATTACHMENTS

1. Information Briefing Session - Elected Members - Record of Proceedings - 26/03/2024 - Belgravia Leisure - Wulanda Annual Business Plan and Budget - Financial Year 2025 and Budget, Contractual Matters and 3 Year Work Plan [↓](#)
2. Information Briefing Session - Elected Members - Record of Proceedings - 02/04/2024 - Council Annual Business Plan and Budget - Financial Year 2025 - Workshop 1 [↓](#)
3. Information Briefing Session - Elected Members - Record of Proceedings - Audit and Risk Committee - 08/04/2024 [↓](#)
4. Information Briefing Session - Elected Members - Record of Proceedings - 09/04/2024 - Council Annual Business Plan and Budget - Financial Year 2025 - Workshop 2 [↓](#)



**INFORMATION / BRIEFING SESSION  
TUESDAY, 26 MARCH 2024 COMMENCING AT 5:00 PM**

Ref: AF22/549

RECORD OF PROCEEDINGS  
**5:00 PM, TUESDAY, 26 MARCH 2024**  
Council Chamber, 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.**

*The session described at Item 1 commencing at 5.00 p.m. was open to the public.*

*The session described at Item 1 went into confidence at 5.42 p.m. and was not open to the public as the matter discussed was of a confidential nature within the ambit of Section 90(3) of the Local Government Act 1999 being:*

- (d) *commercial information of a confidential nature (not being a trade secret) the disclosure of which:*
- (i) *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.*

**1. BELGRAVIA LEISURE – WULANDA ANNUAL BUSINESS PLAN AND BUDGET – FINANCIAL YEAR 2025**

**GUESTS:-**

Anthony McIntosh, Chief Operating Officer, Belgravia Leisure  
Catherine Foreman, State Manager South Australia, Belgravia Leisure  
Heid Gajic, Venue Manager, Wulanda Recreation and Convention Centre, Belgravia Leisure

**MEMBERS PRESENT:-**

Mayor Lynette Martin (virtual)  
Cr Max Bruins  
Cr Sonya Mezinac  
Cr Frank Morello  
Cr Kate Amoroso (left at 5.42 p.m.)  
Cr Jason Virgo  
Cr Josh Lynagh  
Cr Paul Jenner

**STAFF PRESENT:-**

Chief Executive Officer (virtual)  
General Manager City Infrastructure  
General Manager Corporate and Regulatory Services  
Manager Economy Strategy and Engagement  
Manager Financial Services  
Manager Strategic Projects

**MEMBERS APOLOGIES:-**

Cr Mark Lovett

**LEAVE OF ABSENCE:-**

Nil

**DISCUSSION:**

Presentation of the Wulanda Business Plan.



*The session described at Item 2. commencing at 6.50 p.m. was open to the public.*

*The session went into confidence at 7.25 p.m. and was not open to the public as the matter discussed was of a confidential nature within the ambit of Section 90(3) of the Local Government Act 1999 being:*

(b) *information the disclosure of which:*

(i) *could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting, or proposing to conduct, business, or to prejudice the commercial position of the council.*

## **2. BUDGET, CONTRACTUAL MATTERS AND 3 YEAR WORK PLAN**

### **MEMBERS PRESENT:-**

Mayor Lynette Martin (virtual)  
Cr Max Bruins  
Cr Sonya Mezinac  
Cr Frank Morello  
Cr Jason Virgo  
Cr Josh Lynagh  
Cr Paul Jenner

### **STAFF PRESENT:-**

Chief Executive Officer (virtual)  
General Manager City Infrastructure  
General Manager Corporate and Regulatory Services  
Manager Economy Strategy and Engagement  
Manager Financial Services  
Manager Strategic Projects

### **MEMBERS APOLOGIES:-**

Cr Mark Lovett  
Cr Kate Amoroso

### **LEAVE OF ABSENCE:-**

Nil

### **DISCUSSION:**

Presentation of Strategic Work Plan and Budget.

Discussion closed at 8.15 p.m.



**INFORMATION / BRIEFING SESSION**  
**5:00 PM TUESDAY 2 APRIL 2024**

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RECORD OF PROCEEDINGS  
5:00 pm, Tuesday 2 April 2024  
Council Chamber, 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.**

*The session described at Item 1. was open to the public.*

**1. COUNCIL ANNUAL BUSINESS PLAN AND BUDGET – FINANCIAL YEAR 2025 – WORKSHOP 1**

**MEMBERS PRESENT:-**

Mayor Lynette Martin  
Cr Frank Morello  
Cr Max Bruins  
Cr Sonya Mezinec  
Cr Jason Virgo (virtual)  
Cr Paul Jenner  
Cr Josh Lynagh

**STAFF PRESENT:-**

Chief Executive Officer  
General Manager City infrastructure  
General Manager Corporate and Regulatory Services  
Manager Financial Services

**MEMBERS APOLOGIES:-**

Cr Kate Amoroso

**LEAVE OF ABSENCE:-**

Nil

**DISCUSSION:**

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2024/2025 Draft Budget Workshop.

Discussion closed at 7.00 p.m.



**INFORMATION / BRIEFING SESSION  
4:30 PM, MONDAY, 8 APRIL 2024**

Ref: AF22/549

RECORD OF PROCEEDINGS  
**4:30 PM, MONDAY, 8 APRIL 2024**  
Council Chamber, 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.**

*The session described at Item 1. below was open to the public.*

**1. AUDIT AND RISK COMMITTEE UPDATE**

**MEMBERS PRESENT:-**

Mayor Lynette Martin  
Cr Paul Jenner  
Paul Duka  
Belinda Johnson  
Alexander Brown (virtual)

**STAFF PRESENT:-**

Chief Executive Officer (virtual)  
General Manager Corporate and Regulatory Services  
Manager Financial Services

**MEMBERS APOLOGIES:-**

Nil

**LEAVE OF ABSENCE:-**

Nil

**DISCUSSION:**

Audit and Risk Committee update on 2024/2025 Budget Process and BR3.

Discussion closed at 5.27 p.m.



**INFORMATION / BRIEFING SESSION  
5:00 PM TUESDAY 9 APRIL 2024**

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RECORD OF PROCEEDINGS  
5:00 pm, Tuesday 9 April 2024  
Council Chamber, 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.**

*The session described at Item 1. was open to the public.*

**1. COUNCIL ANNUAL BUSINESS PLAN AND BUDGET – FINANCIAL YEAR 2025 – WORKSHOP 2**

**MEMBERS PRESENT:-**

Mayor Lynette Martin  
Cr Frank Morello  
Cr Max Bruins  
Cr Sonya Mezinac  
Cr Paul Jenner  
Cr Josh Lynagh

**STAFF PRESENT:-**

Chief Executive Officer  
General Manager Corporate and Regulatory Services  
General Manager City Infrastructure  
Manager Financial Services  
Finance Business Partner

**MEMBERS APOLOGIES:-**

Cr Jason Virgo  
Cr Kate Amoroso  
Cr Mark Lovett

**LEAVE OF ABSENCE:-**

**DISCUSSION:**

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2024/2025 Draft Budget discussion.

Discussion closed at 6:40 p.m.





**13 ELECTED MEMBERS TRAINING AND DEVELOPMENT**

Nil



## 14 COUNCIL ACTION ITEMS

### 14.1 COUNCIL ACTION ITEMS - 19/03/2024 – REPORT NO. AR23/81535

**Meeting:** Council  
**CM9 Reference:** AF23/328  
**Author:** Ashlee Pasquazzi, Executive Administrator Corporate and Regulatory Services  
**Authoriser:**

#### REPORT RECOMMENDATION

1. That Council Report No. AR23/81535 titled 'Council Action Items - 19/03/2024' as presented on 16 April 2024 be noted.

#### ATTACHMENTS

1. Council Action Items - 19/03/2024 [↓](#)



<b>Division:</b>	19/03/2024
<b>Meeting:</b> Council	<b>Date From:</b>
<b>Officer:</b>	<b>Date To:</b> 19/03/2024
<b>Action Sheets Report</b>	<b>Printed:</b> 8 April 2024 3:15 PM

Meeting	Officer/Authoriser	Section	Subject
Council 19/03/2024	Chant, Tahlee Fetherstonhaugh, Jane	Elected Members Information Briefing Sessions	Elected Member Information/Briefing Sessions from 17/02/2024 to 15/03/2024
<b>RESOLUTION 2024/53</b>			
Moved: Cr Sonya Meziniec			
Seconded: Cr Josh Lynagh			
1. That Council Report No. AR23/81510 titled 'Elected Member Information/Briefing Sessions from 17/02/2024 to 15/03/2024' as presented on 19 March 2024 be noted.			
<b>CARRIED</b>			
<b>22 Mar 2024 3:17pm Chant, Tahlee - Completion</b>			
Action completed by Chant, Tahlee			

Meeting	Officer/Authoriser	Section	Subject
Council 19/03/2024	Chant, Tahlee Fetherstonhaugh, Jane	Council Action Items	Council Action Items - 20/02/2024
<b>RESOLUTION 2024/54</b>			
Moved: Cr Max Bruins			
Seconded: Cr Frank Morello			
1. That Council Report No. AR23/81534 titled 'Council Action Items - 20/02/2024' as presented on 19 March 2024 be noted.			
<b>CARRIED</b>			
<b>22 Mar 2024 3:17pm Chant, Tahlee - Completion</b>			
Action completed by Chant, Tahlee			



<b>Division:</b>	<b>Date From:</b> 19/03/2024
<b>Meeting:</b> Council	<b>Date To:</b> 19/03/2024
<b>Officer:</b>	
<b>Action Sheets Report</b>	<b>Printed:</b> 8 April 2024 3:15 PM

Meeting	Officer/Authoriser	Section	Subject
Council 19/03/2024	Pasquazzi, Ashlee Fetherstonhaugh, Jane	Audit and Risk Committee Minutes and Recommendatio	Minutes of the Audit and Risk Committee held on 26 February 2024
<b>RESOLUTION 2024/55</b>			
Moved: Cr Paul Jenner			
Seconded: Cr Sonya Meziniec			
1. That the Minutes of the Audit and Risk Committee meeting held on 26 February 2024 as attached be noted.			
<b>CARRIED</b>			
<b>25 Mar 2024 4:02pm Pasquazzi, Ashlee - Completion</b>			
Action completed by Pasquazzi, Ashlee			

Meeting	Officer/Authoriser	Section	Subject
Council 19/03/2024	Scoggins, Julie Fetherstonhaugh, Jane	Reports	Planning, Development and Infrastructure Act 2016 Post Implementation Internal Audit
<b>RESOLUTION 2024/56</b>			
Moved: Cr Paul Jenner			
Seconded: Cr Max Bruins			
1. That Audit and Risk Committee Report No. AR24/3285 titled 'Planning, Development and Infrastructure Act 2016 Post Implementation Internal Audit' as presented on 26 February 2024 be noted.			
<b>CARRIED</b>			



<b>Division:</b>	<b>Date From:</b> 19/03/2024
<b>Meeting:</b> Council	<b>Date To:</b> 19/03/2024
<b>Officer:</b>	<b>Printed:</b> 8 April 2024 3:15 PM
<b>Action Sheets Report</b>	

Meeting	Officer/Authoriser	Section	Subject
Council 19/03/2024	Scoggins, Julie Fetherstonhaugh, Jane	Reports	Payroll and Remuneration Internal Audit
<b>RESOLUTION 2024/57</b>			
Moved: Cr Paul Jenner			
Seconded: Cr Josh Lynagh			
1. That Audit and Risk Committee Report No. AR24/3288 titled 'Payroll and Remuneration Internal Audit' as presented on 26 February 2024 be noted.			
<b>CARRIED</b>			

Meeting	Officer/Authoriser	Section	Subject
Council 19/03/2024	Scoggins, Julie Fetherstonhaugh, Jane	Reports	External Audit Management Report
<b>RESOLUTION 2024/58</b>			
Moved: Cr Paul Jenner			
Seconded: Cr Sonya Meziniec			
1. That Audit and Risk Committee Report No. AR24/12237 titled 'External Audit Management Report' as presented on 26 February 2024 be noted.			
<b>CARRIED</b>			



<b>Division:</b>	<b>Date From:</b> 19/03/2024
<b>Meeting:</b> Council	<b>Date To:</b> 19/03/2024
<b>Officer:</b>	<b>Printed:</b> 8 April 2024 3:15 PM

Action Sheets Report

Meeting	Officer/Authoriser	Section	Subject
Council 19/03/2024	Little, Leanne Fetherstonhaugh, Jane	Reports	Risk Management Report October - December 2023
<b>RESOLUTION 2024/59</b>			
Moved: Cr Paul Jenner			
Seconded: Cr Jason Virgo			
1. That Audit and Risk Committee Report No. AR24/12963 titled 'Risk Management Report October - December 2023' as presented on 26 February 2024 be noted.			
			<b>CARRIED</b>

Meeting	Officer/Authoriser	Section	Subject
Council 19/03/2024	Little, Leanne Fetherstonhaugh, Jane	Reports	Work Health Safety (WHS) and Wellbeing Quarterly Report - October - December 2023
<b>RESOLUTION 2024/60</b>			
Moved: Cr Paul Jenner			
Seconded: Cr Frank Morello			
1. That Audit and Risk Committee Report No. AR24/13549 titled 'Work Health Safety (WHS) and Wellbeing Quarterly Report - October - December 2023' as presented on 26 February 2024 be noted.			
			<b>CARRIED</b>



<b>Division:</b>	<b>Date From:</b> 19/03/2024
<b>Meeting:</b> Council	<b>Date To:</b> 19/03/2024
<b>Officer:</b>	<b>Printed:</b> 8 April 2024 3:15 PM

Meeting	Officer/Authoriser	Section	Subject
Council 19/03/2024	Pasquazzi, Ashlee Fetherstonhaugh, Jane	Reports	Presiding Member Nomination
<b>RESOLUTION 2024/61</b>			
Moved: Cr Paul Jenner Seconded: Cr Sonya Meziniec			
<ol style="list-style-type: none"> <li>That Audit and Risk Committee Report No. AR24/10396 titled 'Presiding Member Nomination' as presented on 26 February 2024 be noted.</li> <li>That Paul Duka be appointed the Presiding Member of the Audit and Risk Committee from 16 March 2024.</li> <li>That the term of office for the position of Audit and Risk Committee Presiding Member be 1 year expiring on 16 March 2025.</li> </ol>			
<b>CARRIED</b>			
<b>25 Mar 2024 4:02pm Pasquazzi, Ashlee - Completion</b>			
Action completed by Pasquazzi, Ashlee			

Meeting	Officer/Authoriser	Section	Subject
Council 19/03/2024	Scoggins, Julie Fetherstonhaugh, Jane	Reports	Audit and Risk Committee Meeting Report 26/02/24
<b>RESOLUTION 2024/62</b>			
Moved: Cr Paul Jenner Seconded: Cr Max Bruins			
<ol style="list-style-type: none"> <li>That Audit and Risk Committee Report No. AR24/12549 titled 'Audit and Risk Committee Meeting Report 26/02/24' as presented on 26 February 2024 be noted.</li> </ol>			
<b>CARRIED</b>			



<b>Division:</b>	<b>Date From:</b> 19/03/2024
<b>Meeting:</b> Council	<b>Date To:</b> 19/03/2024
<b>Officer:</b>	
<b>Action Sheets Report</b>	<b>Printed: 8 April 2024 3:15 PM</b>

Meeting	Officer/Authoriser	Section	Subject
Council 19/03/2024	Pasquazzi, Ashlee Fetherstonhaugh, Jane	Chief Executive Officer Performance Review Committ	Minutes of the Chief Executive Officer Performance Review Committee held on 12 March 2024
<b>RESOLUTION 2024/63</b>			
Moved: Cr Josh Lynagh			
Seconded: Cr Max Bruins			
That the Minutes of the Chief Executive Officer Performance Review Committee meeting held on 12 March 2024 as attached be noted.			
<b>CARRIED</b>			
<b>25 Mar 2024 2:54pm Pasquazzi, Ashlee - Completion</b>			
Action completed by Pasquazzi, Ashlee			

Meeting	Officer/Authoriser	Section	Subject
Council 19/03/2024	Philpott, Sarah Philpott, Sarah	Reports	Remuneration Tribunal Review
<b>RESOLUTION 2024/64</b>			
Moved: Cr Josh Lynagh			
Seconded: Cr Max Bruins			
<ol style="list-style-type: none"> <li>1. That Chief Executive Officer Performance Review Committee Report No. AR24/15539 titled 'Remuneration Tribunal Review' as presented on 12 March 2024 be noted.</li> <li>2. That the draft submission as attached to the Report No. AR24/15539 be approved for submission to the Remuneration Tribunal SA.</li> <li>3. That the Chief Executive Officer or Delegate be authorised to make any necessary changes to the draft submission arising from this meeting, together with any typographical corrections, amendments to position or organisation titles, and finalisation of the document's formatting that do not materially alter the integrity of the document.</li> </ol>			
<b>CARRIED</b>			





<b>Division:</b>	<b>Date From:</b> 19/03/2024
<b>Meeting:</b> Council	<b>Date To:</b> 19/03/2024
<b>Officer:</b>	
<b>Action Sheets Report</b>	<b>Printed: 8 April 2024 3:15 PM</b>

Meeting	Officer/Authoriser	Section	Subject
Council 19/03/2024	Pasquazzi, Ashlee Fetherstonhaugh, Jane	Reports	Chief Executive Performance Review Process 2024
<b>RESOLUTION 2024/65</b>			
Moved: Cr Sonya Meziniec			
Seconded: Cr Paul Jenner			
<ol style="list-style-type: none"> <li>That Chief Executive Officer Performance Review Committee Report No. AR24/16533 titled 'Chief Executive Performance Review Process 2024' as presented on 12 March 2024 be noted.</li> <li>That the Chief Executive Officer Performance Review Committee endorse the procurement process for the 'Independent Specialist Support'.</li> </ol>			
<b>CARRIED</b>			
<b>25 Mar 2024 2:54pm Pasquazzi, Ashlee - Completion</b>			
Action completed by Pasquazzi, Ashlee			

Meeting	Officer/Authoriser	Section	Subject
Council 19/03/2024	Solly, Elisa Fetherstonhaugh, Jane	Council Reports	Mount Gambier Tennis Club - Request for Support
<b>RESOLUTION 2024/49</b>			
Moved: Cr Max Bruins			
Seconded: Cr Sonya Meziniec			
<ol style="list-style-type: none"> <li>That Council Report No. AR24/17139 titled 'Mount Gambier Tennis Club - Request for Support' as presented on 19 March 2024 be noted.</li> <li>That Council consider the request from the Mount Gambier Tennis Club for financial support in the amount of \$20,000 to assist in the delivery of the proposal to upgrade the facilities at 10 Heriot Street and provide an allocation from the 2024/2025 Grant Funds, conditional upon the club securing further funding.</li> </ol>			
<b>CARRIED</b>			



<b>Division:</b>	19/03/2024
<b>Meeting:</b> Council	<b>Date From:</b>
<b>Officer:</b>	<b>Date To:</b> 19/03/2024
<b>Action Sheets Report</b>	<b>Printed:</b> 8 April 2024 3:15 PM

Meeting	Officer/Authoriser	Section	Subject
Council 19/03/2024	Fetherstonhaugh, Jane Philpott, Sarah	Council Reports	Mount Gambier and District Saleyards Transformation Project
<b>RESOLUTION 2024/66</b>			
Moved: Cr Mark Lovett Seconded: Cr Paul Jenner			
<ol style="list-style-type: none"> <li>That Council Report No. AR24/9332 titled 'Mount Gambier and District Saleyards Transformation Project' as presented on 19 March 2024 be noted.</li> <li>That the City of Mount Gambier contribute an amount of \$77,000 to the District Council of Grant's Saleyards Transformation Project over two financial years, subject to approval in the 2024/2025 budget process.</li> </ol>			
<b>CARRIED</b>			

Meeting	Officer/Authoriser	Section	Subject
Council 19/03/2024	McCarthy, Michael Fetherstonhaugh, Jane	Council Reports	Saint Martins Lutheran College - Use of St Martins Reserve - Public Consultation Results
<b>RESOLUTION 2024/67</b>			
Moved: Cr Paul Jenner Seconded: Cr Mark Lovett			
<ol style="list-style-type: none"> <li>That Council Report No. AR24/18403 titled 'Saint Martins Lutheran College - Use of St Martins Reserve - Public Consultation Results' as presented on 19 March 2024 be noted.</li> <li>That, having considered the submissions received in response to public consultation, Council authorises the Chief Executive Officer (or representative) to grant a licence to Saint Martins Lutheran College for the use of St Martins Reserve for school purposes during school hours on school days, and other specified days/times upon request, for the remainder of the 2024 and for the 2025 school years.</li> </ol>			
<b>CARRIED</b>			



<b>Division:</b>		<b>Date From:</b> 19/03/2024	
<b>Meeting:</b> Council		<b>Date To:</b> 19/03/2024	
<b>Officer:</b>		<b>Printed:</b> 8 April 2024 3:15 PM	
<b>Action Sheets Report</b>			
Meeting	Officer/Authoriser	Section	Subject
Council 19/03/2024	McCarthy, Michael Fetherstonhaugh, Jane	Council Reports	Periodic Review of Confidential Items - March 2024
<b>RESOLUTION 2024/68</b>			
Moved: Cr Max Bruins			
Seconded: Cr Jason Virgo			
<ol style="list-style-type: none"> <li>1. That Council Report No. AR23/67199 titled 'Periodic Review of Confidential Items - March 2024' as presented on 19 March 2024 be noted.</li> <li>2. That the following Confidential Orders as specified in Attachment 1 to Report AR23/67199, having been reviewed by Council, be amended to alter their duration and release conditions: Nil.</li> <li>3. That the following Confidential Orders as specified in Attachment 1 to Report AR23/67199, having been reviewed by Council, be released as soon as practicable following the Council meeting on 19 March 2024: Nil.</li> <li>4. That all Confidential Orders as specified in Attachment 1 to Report AR23/67199, excluding those amended or released in resolutions (2) or (3) above, having been reviewed by Council, remain in operation on the grounds and durations/release conditions as specified.</li> </ol>			
			<b>CARRIED</b>



<b>Division:</b>		<b>Date From:</b> 19/03/2024	
<b>Meeting:</b> Council		<b>Date To:</b> 19/03/2024	
<b>Officer:</b>		<b>Printed:</b> 8 April 2024 3:15 PM	
<b>Action Sheets Report</b>			
Meeting	Officer/Authoriser	Section	Subject
Council 19/03/2024	Telford, Melissa Philpott, Sarah	Council Reports	Policy Reviews
<b>RESOLUTION 2024/69</b>			
Moved: Cr Sonya Meziniec			
Seconded: Cr Frank Morello			
1. That Council Report No. AR24/16887 titled 'Policy Reviews' as presented on 19 March 2024 be noted.			
2. The policies as attached to Council Report No. AR24/16887 be endorsed:			
<ul style="list-style-type: none"> <li>• Citizen of the Year Awards</li> <li>• Riddoch Arts and Cultural Centre - Hire</li> <li>• S135 - Streets - Naming Of</li> <li>• M130 - Media Statements on Behalf of Council</li> </ul>			
			<b>CARRIED</b>



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

Nil



## 16 AUDIT AND RISK COMMITTEE MINUTES AND RECOMMENDATIONS

### 16.1 [MINUTES OF THE AUDIT AND RISK COMMITTEE HELD ON 8 APRIL 2024 - Go to Attachment](#)

#### RECOMMENDATION

That the Minutes of the Audit and Risk Committee meeting held on 8 April 2024 as attached be noted.

### 16.2 [Lease and Licence Update](#) – Report No. AR24/5611

#### RECOMMENDATION

1. That Audit and Risk Committee Report No. AR24/5611 titled 'Lease and Licence Update' as presented on 08 April 2024 be noted.
2. That Council's resolved position of '*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*', be noted.
3. That the renewal of 'holding over' leases and licences occur, following Council's prioritisation of strategic site/precinct master planning to be conducted over the coming years, and taking into account other relevant factors, be noted.

### 16.3 [Council Policy Update](#) – Report No. AR24/19583

#### RECOMMENDATION

1. That Audit and Risk Committee Report No. AR24/19583 titled 'Council Policy Update' as presented on 08 April 2024 be noted.
2. That the Council Administration conduct periodical reviews of Council policies to ensure compliance with legislative requirements, with the aim of presenting for consideration any other policies to Council at least once during the Council term.

### 16.4 [Financing Arrangements](#) – Report No. AR24/18649



**RECOMMENDATION**

1. That Audit and Risk Committee Report No. AR24/18649 titled 'Financing Arrangements' as presented on 08 April 2024 be noted.
2. That having been reviewed by the Audit and Risk Committee on 08 April 2024:
  - The Council's Westpac Corporate Card Facility limit of \$30,000 be noted.
  - Council approve the extension of the Westpac overdraft facility to \$400,000 and notes that the overdraft provides Council with a cost effective contingency against unforeseen events.
  - The Westpac Corporate Card Facility limit and overdraft facility be reviewed and included in the Council's investments and borrowings report presented to the Audit and Risk Committee annually.

**16.5** [Review of Audit and Risk Committee Terms of Reference – Report No. AR23/76969](#)

**RECOMMENDATION**

1. That Audit and Risk Committee Report No. AR23/76969 titled 'Review of Audit and Risk Committee Terms of Reference' as presented on 08 April 2024 be noted.
2. That having been reviewed by the Audit and Risk Committee on 08 April 2024:
  - The General Manager Corporate and Regulatory Services, in liaison with the Presiding Member, be authorised to make any minor amendments to the draft Audit and Risk Committee Terms of Reference that the Committee identifies, with the finalised document presented for endorsement by Council.

**16.6** [Audit and Risk Committee Meeting Report 26/02/24 – Report No. AR24/24108](#)

**RECOMMENDATION**

1. That Audit and Risk Committee Report No. AR24/24108 titled 'Audit and Risk Committee Meeting Report 26/02/24' as presented on 08 April 2024 be noted.



**17 CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW COMMITTEE MINUTES  
AND RECOMMENDATIONS**

Nil

**18 BUILDING FIRE SAFETY COMMITTEE MINUTES**

Nil





## 19 COUNCIL REPORTS

### 19.1 SHARED PATH MASTERPLAN – REPORT NO. AR24/20356

<b>Committee:</b>	<b>Council</b>
<b>Meeting Date:</b>	<b>16 April 2024</b>
<b>Report No.:</b>	<b>AR24/20356</b>
<b>CM9 Reference:</b>	<b>AF23/328</b>
<b>Author:</b>	<b>Aaron Izzard, Environmental Sustainability Coordinator</b>
<b>Authoriser:</b>	<b>Barbara Cernovskis, General Manager City Infrastructure</b>
<b>Summary:</b>	<b>This report presents a final version of the Shared Path Masterplan for adoption, that has been developed in response to the success of the Rail Trail in assisting the community to be active. This document incorporates feedback from the community (following public consultation), Elected Members and Council Staff.</b>
<b>Strategic Plan Reference:</b>	<b>Goal 1: Our People</b>
	<b>Goal 2: Our Location</b>
	<b>Goal 3: Our Diverse Economy</b>
	<b>Goal 4: Our Climate, Natural Resources, Arts, Culture and Heritage</b>
	<b>Goal 5: Our Commitment</b>

#### REPORT RECOMMENDATION

1. That Council Report No. AR24/20356 titled 'Shared Path Masterplan' as presented on 16 April 2024 be noted.
2. That the Shared Path Masterplan, as attached to Council Report No. AR24/20356, be adopted.



## **TYPE OF REPORT**

Corporate

## **BACKGROUND**

The Rail Trail shared path has been very popular with a wide range of active transport users – cyclists of all ages, pedestrians and those with mobility impairments. One of the major reasons for this popularity is that the path is separate from motor traffic. Most active transport users, especially cyclists, do not feel safe sharing the road with cars and trucks.

The positive impact for the community observed with the Rail Trail shared path, including pedestrian and cyclist utilisation, has highlighted the need for Council to provide an integrated and connected shared use pathways network, to further expand on this success and improve accessibility throughout the City.

Travelling by foot, bike, mobility aids and other forms of active transport is good for physical health and mental health – and is the form of exercise most likely to be maintained over the long term. The Shared Path Masterplan aims to improve the quality, connectivity, safety, and support for shared paths throughout Mount Gambier. It outlines a priority of actions to achieve these goals, focusing on the vision of creating a well-connected and inclusive community.

By implementing the Shared Path Masterplan, Mount Gambier can expect improved active transport outcomes. Such outcomes include enhanced road safety measures, increased provision of shared path infrastructure, and building paths that can be used by other forms of accessible and inclusive transport. The plan also aims to foster effective communication, collaboration with relevant stakeholders, and create an adherence to best practice, which places Mount Gambier as a leader in active transport.

Overall, the Shared Path Masterplan provides a roadmap for the future development of shared paths, ensuring a safer, more connected, and inclusive community for all residents.

The following suite of strategic documents informed the scope to develop a Shared Path Masterplan:

- Disability Access and Inclusion Plan 2020- 2024
- CBD Guiding Principles 2022
- CBD Accessibility Audit
- Crater Lakes Trails Plan
- Mount Gambier Sport, Recreation and Open Space Strategy

The objective of this masterplan is to provide Council with a framework to increase accessible, active transport across the city through improved connectivity and shared pathway networks. The Shared Path Masterplan has been designed to not only consider shared paths, but also footpaths and dedicated cycling paths that can be utilised by a variety of active transport users - pedestrians, cyclists, people with mobility restrictions, scooters etc.

## **PROPOSAL**

Active transport infrastructure represents a high social return on investment. The various forms of active transport have many benefits for the community and individuals. Provision of good quality infrastructure that makes people feel safe and separated from traffic will get large numbers of people active. Councils' investment in shared path/cycling infrastructure has been ad hoc to date. A well-developed masterplan will consolidate Councils strategic aspiration and provide a real opportunity to install infrastructure that can lead to positive change in people's lives. The document will be used to guide the roll out of active transport infrastructure throughout the town.

This will make Mount Gambier a national leader when it comes to providing dedicated active transport infrastructure in a regional town.



The structure of the draft document captures:

The current state of play and context	Vision and Goals
Maps the current and proposed networks	Infrastructure hierarchy
Key actions	Treatment guidance

**LEGAL IMPLICATIONS**

N/A

**STRATEGIC PLAN**

**1.4 Care for the Community**

1.4.2 Providing integrated services and facilities that encourage active living to improve health and wellbeing.

**2.1 Infrastructure development and managing our current assets**

2.1.1 Working with the community to ensure our CBD, health and education precincts, our streets and our public spaces are safe, inviting and support a positive image of the City of Mount Gambier.

2.1.3 Consolidating, upgrading and seeking funding for a number of walking and cycling trails throughout the city, including the Rail Train and the Crater Lakes precinct.

2.1.4 Regularly reviewing and updating Council’s Asset Management Plans for each asset category.

**2.5 Focusing on activation, revitalisation and placemaking in our CBD**

2.5.2 Understanding the traffic impacts and the management of delivery needs within a more pedestrian friendly environment.

**4.2 Open Space**

4.2.4 Seeking to improve connectivity between our reserves and the CBD by non-motorised forms of transport.

**4.4 Recreational and cultural pursuits**

4.4.1 Delivering a network of safe and convenient walking trails and cycle paths linking relevant land uses and recreation opportunities.

**COUNCIL POLICY**

[F500 Footways and Council Land Removal of Objects](#)

[L130 Land Divisions](#)

[A900 Asset Management](#)

[E135 Encroachments Protection of Public During Building and Maintenance Works](#)

[F175 Footways and Crossovers](#)

[R270 Road Pavement Excavation and Reinstatement of](#)

**ECONOMIC IMPLICATIONS**

Good quality shared paths and cycling paths have been shown to increase visitation to regional areas and contribute to the local economy through cycling tourism. They also represent an attractive return on investment – for every \$1 spent on active transport infrastructure there is a return on investment of \$4.



Travelling by foot, bike, mobility aids and other forms of active transport is good for physical health and mental health, reducing the economic strain on the health system.

### **ENVIRONMENTAL IMPLICATIONS**

Active transport is not only good for mental and physical health, it is also good for the environment. More people travelling by bike, foot and other active means results in less emissions and fumes being emitted into the local environment.

### **SOCIAL IMPLICATIONS**

Active transport infrastructure represents a high social return on investment. The various forms of active transport have many benefits for the community and individuals. Provision of good quality infrastructure that makes people feel safe and separated from traffic will motivate large numbers of people to be active. Communities with large numbers of people being active in public areas are more connected and safer.

### **CULTURAL IMPLICATIONS**

As above.

### **RESOURCE IMPLICATIONS**

The Shared Path Masterplan will inform the infrastructure design methodology to be used in Council's Asset Management Plans. These plans determine the forward works programs able to be delivered within Council's resourcing capacity.

### **VALUE FOR MONEY**

Adopting an informed, planned and strategic approach to infrastructure and asset management will deliver a quality, value for money outcome to the community.

### **RISK IMPLICATIONS**

N/A

### **EQUALITIES AND DIVERSITY IMPLICATIONS**

One of the objectives of the Shared Path Masterplan is to improve accessibility and inform a deliberate approach to delivering a quality connected shared pathway network for pedestrians, people with mobility restrictions, and cyclists alike.

### **ENGAGEMENT AND COMMUNICATION STRATEGY**

There have been two rounds of public consultation, as well as targeted sessions with walking and cycling user groups, and staff. Representatives of the disability sector were contacted to provide input. Feedback from this process has been incorporated into the final version of the document.

To identify the community's current and future needs, Council sought input from residents, stakeholder groups and visitors to inform the Shared Path Masterplan. General community consultation was undertaken in May 2023, as well as targeted sessions. These informed the draft version of the Masterplan.

This was put to another round of community consultation in March 2024 - opening on Wednesday 21 February 2024 and closing on Friday 15 March 2024. This resulted in 22 responses; of which 21 were in support and only 1 was not in support of the proposed draft. The responses were mostly comments in favour of the proposed Masterplan, as well as requests for paths in specific locations within the town. A summary of the responses is attached to this report.

The final version of the document incorporates feedback from the community, Elected Members and staff.



If adopted the Masterplan will be promoted with the community, though the use of the document will be primarily for internal purposes.

### **IMPLEMENTATION STRATEGY**

Once endorsed, the Shared Path Masterplan will be implemented by informing the infrastructure design methodology to be used in Council's Asset Management Plans. These plans sequence delivery of the work through forward works programs that can be delivered within Council's resourcing capacity.

In addition, an interdepartmental team will be established to undertake a policy and standards review to deliver an integrated development assessment and planning approach.

### **CONCLUSION AND RECOMMENDATION**

Adopting a deliberate, planned approach to delivering a quality infrastructure network within the City presents an opportunity for Mount Gambier to be a national leader in the space of shared paths and active accessibility. It will deliver many valuable outcomes for the community in terms of safety, health, accessibility and recreation.

This report seeks Council endorsement of the Shared Path Masterplan.

### **ATTACHMENTS**

1. Shared Path Masterplan - Final [↓](#)
2. Draft Shared Path Masterplan - Community Consultation Feedback [↓](#)





# Shared Path Masterplan



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## Mayor's Message



In 2016 Council commenced constructing the Mount Gambier Rail Trail, converting the last section of rail line into a shared cycling and walking path in 2020. The Rail Trail has been extremely popular with the local community, as well as visitors. People of all ages use the path for cycling and walking to and from work and school, getting from A to B, and general recreation.

Being active through cycling and walking has many benefits. Getting outside and being active is great for physical health and also mental health. Cycling for just 25 minutes per day can reduce heart disease risk by 50%. Experts say that the form of exercise most likely to be maintained over the long term is incidental exercise – travelling to and from places by cycling and walking, building it into the way we get around – rather than just always using a car. Mount Gambier is a very cyclable (and walkable) town, with it typically taking less than 15 minutes to ride from the outskirts of town to the centre of the city.

Our experience with the Rail Trail has shown that once there is quality, safe infrastructure in place then the community will embrace it, this is especially the case for cycling. Most people need to feel safe in order to actively participate in cycling. When we asked our community about their thoughts on the Rail Trail this is what they told us:

- 91.4% - Rail Trail has made it easier to cycle in Mount Gambier.
- 91.4% - would like to see more cycling infrastructure in Mount Gambier that is separate from motor traffic.
- 92% - would like to see a dedicated bike path loop around the town connected to the Rail Trail.
- 73.7% - would like to see dedicated bike paths along major roads in Mount Gambier.

Constructing dedicated cycling and walking infrastructure also presents a great return on investment, not only does it reduce the strain on the health system, it also good for tourism. Bicycle tourism can generate considerable wealth for regional economies and the nature of the income generated is such that it has high local multiplier effects in both money and employment.

The purpose of this Masterplan is to provide a clear plan and staged approach to guide the implementation of dedicated cycling and walking infrastructure into the future. It is also anticipated that the plan will attract investment from other levels of government.

I am proud to present the Shared Path Masterplan. Through investing in quality dedicated infrastructure, Council is investing in the health and wellbeing of our local community, enabling residents and visitors alike to be active and connected, contributing to a more vibrant community.

Lynette Martin OAM  
Mayor of the City of Mount Gambier

## Executive Summary

The City of Mount Gambier presents this document as the Shared Path Masterplan for 2035. This document highlights the need for a comprehensive plan to address various active transport challenges, which include road safety, cycling, and walking, accessibility, pedestrian infrastructure, and public transport. It emphasises the importance of communication, alignment with other strategies and best practices, including a vision, objectives, and roadmap for the future.

There are numerous benefits to the uptake of active transport which leads to improved health, social, environmental, safety and economic outcomes.

A staged approach was taken toward the development of this Shared Path Masterplan, which started with a holistic understanding of the City of Mount Gambier's current active transport network. This understanding led to a high level understanding of active transport challenges, limitations, and opportunities. A series of targeted engagement activities were undertaken to gain a community based understanding of the Mount Gambier shared path network. This resulted in the development of a community based vision for active transport associated with the Shared Path Masterplan.

The Shared Path Masterplan aims to improve the quality, connectivity, safety, and support for shared paths throughout the Mount Gambier region. It outlines a priority of actions to achieve these goals, focusing on the vision of creating a well-connected and inclusive community.

By implementing the Shared Path Masterplan, Mount Gambier can expect improved active transport outcomes, fostered on the success of the Mount Gambier Rail Trail. Outcomes of the shared use masterplan include enhanced road safety measures for cycling and walking, increasing the provisions of shared path infrastructure, and building infrastructure that can be used by other forms of accessible and inclusive transport. The plan also aims to foster effective communication, collaboration with relevant stakeholders, and create an adherence to best practice which places Mount Gambier as a leader in active transport.

Overall, the Shared Path Masterplan presents a comprehensive approach to address the transport challenges faced by Mount Gambier. It provides a roadmap for the future development of shared paths, ensuring a safer, more connected, and inclusive community for all residents.





## Context

### Transport in the City of Mount Gambier - an overview

#### What Do We Know?

The 2014/2015 National Health Survey Estimates Obesity in Mount Gambier to be over a third for males (35%) and females (38.1%).

In comparison this illustrates a growing instance of obesity from 2007/2008, where obesity was 20.1% & 17.7% for males and females respectively.

Census Data from 2021 2.2% walk to work

Census Data from 2021 0.5% cycled to work

Census Data from 2021 indicates 1.8 motor vehicles per dwelling

Census Data from 2021 Median Age = 41

35% undertake recreational walking

10% recreational cycling

Issues with Public Transport Connectivity

Concerns for vulnerable road users

Concerns for vulnerable road users with an absence of dedicated infrastructure

No low speed limited areas

Lack of accessibility and connectivity.

#### Why do we need a Shared Path Masterplan

An active lifestyle benefits people and places. People who participate in recreational, sustainable and active modes of transport, such as cycling and walking are rewarded through improved health and social wellbeing. Places that offer comprehensive and integrated pathways contribute to a healthy community and a robust economy.

2.5 to 5 weekly hours of moderate intensity physical activity (brisk walk, mowing the lawn)

1.25 to 2.5 weekly hours of vigorous intensity physical activity (jogging, cycling, football)

Only 27.2% of Australians over the age of 15 years achieved these weekly guidelines.

Active travel, including cycling and walking, can provide 4 key benefits (health, social, environment, economy) to the individual and a community.

#### Health

Regular activity also keeps your thinking, learning, and judgement skills sharp as you age.

Walking for 30 minutes or cycling for 20 minutes on most days reduces mortality risk by at least 10%;

Cancer-related mortality is 30% lower among bike commuters.

Regular activity reduces joint and muscular stiffness and pain

It takes less energy to bicycle 1km than it takes to walk. A bicycle can be up to 5 times more efficient than walking. One hundred calories can power a cyclist for 5km but it would only power a car 85m.

#### Social

Active users of shared pathways help build communities by activating our streets and encouraging social interactions.



#### Environment

In the local environment, air quality and noise pollution are improved for residents.

40% of all private car trips made in Australia are less than 3km

Reducing noise and greenhouse gas emissions and improving air quality equates to around 5.9 cents per km walked or cycled

#### Safety

Building separated infrastructure and better junctions, moderating speed limits on mixed-use roads is one of the best ways to encourage citizens to take up cycling and to save lives.

#### Economy

Running a car can cost owners approximately \$17,000 per year, maintaining a bicycle can cost up to \$300 per year.

Improvements in the cycling and walking environment increase the economic value and activity in the local area

In the Netherlands, the town of Houten, with its high levels of cycling (and walking) has retail turnover 2.5 times higher per square metre than elsewhere in the country.

Locally-owned businesses thrive in densely-built, walkable communities.

Lower speeds are important too: evidence shows that a 15km/h reduction in traffic speeds increases property values for adjacent residences by 18% to 20%



## Transport Challenges

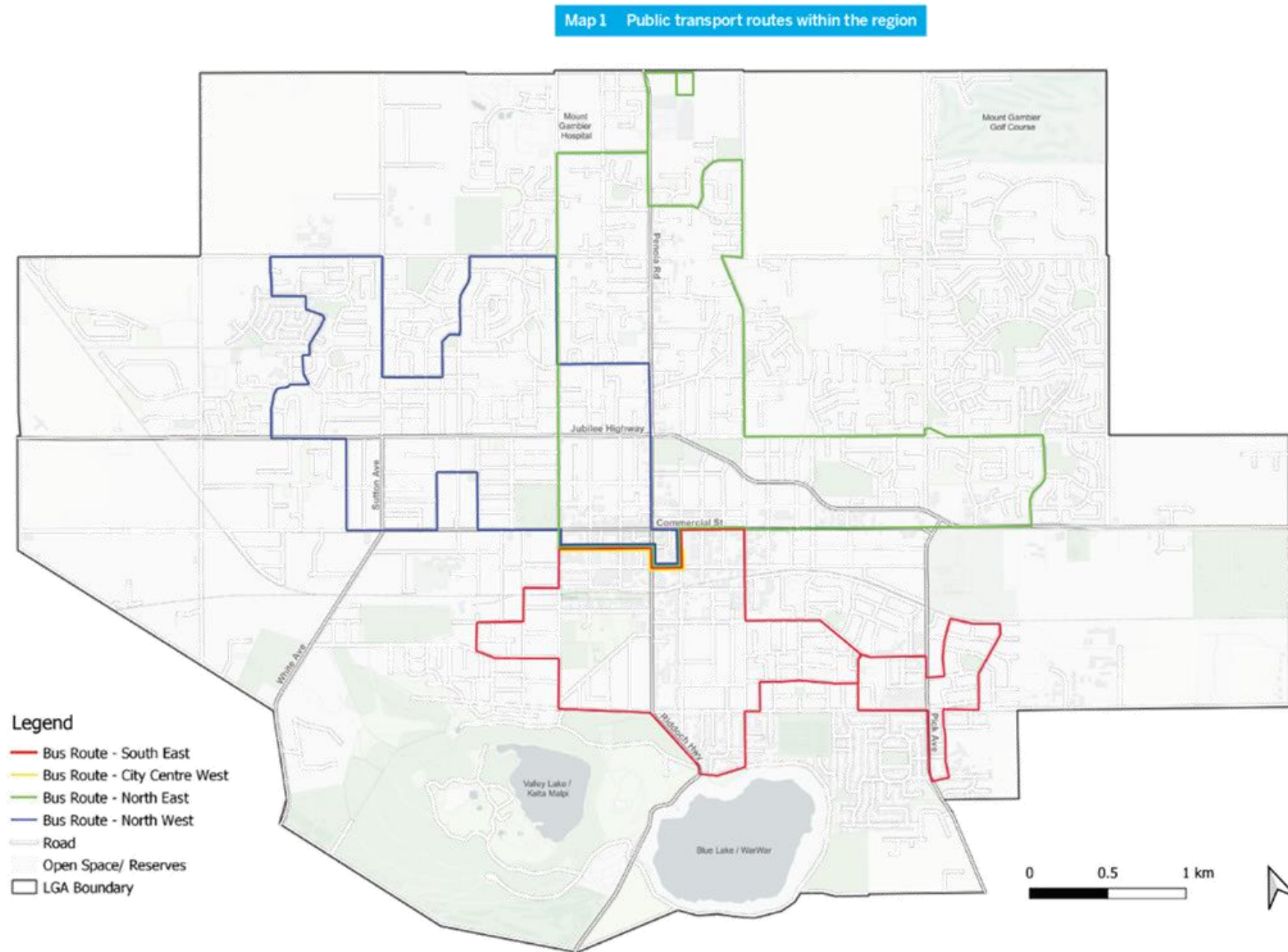
### Public transport

Link SA operates the bus routes within the Mount Gambier region.

- 4 x Loops - North East Loop, South East Loop, North West Loop, City Centre West
- Operates hourly
- Monday – Friday

Approximately 0.2% of people who travel to work utilise the bus service.

This service is heavily underutilised which illustrates a lack of connectivity between public transport and active travel



## Road Safety

Crash statistics cover the period from 2018-2022.

### Crashes Involving Pedestrians

Commercial Street was an area subject the highest number of crashes involving pedestrians, with 12 crashes involving pedestrians occurring along its length.

The Main Corner of the CBD, and the intersection of Commercial Street/ Penola Road, was subject to a number of pedestrians crashes (5) out of 12 total crashes.

Hedley Street and Commercial Street was subject to 3 crashes involving pedestrians out of a total 6 crashes. There were 7 casualties from the crashes.

### Crashes Involving Cyclists

The roundabout of Lake Terrace and Crouch Street received the highest amount of cyclist crashes with 2 cyclist crashes occurring out a total of 3 crashes.

Out of the 31 crashes involving cyclists, 7 of these crashes occurred where there is no separated or protected cycling infrastructure installed, only painted bicycle lanes within the tracked roadway. These included Kennedy Avenue, Lake Terrace, Conroe Drive and Penola Road.

The other 24 crashes involving cyclists occurred where no cycling infrastructure (shared use paths, bicycle lanes, etc.) were installed.

No crashes were recorded on separated infrastructure e.g. the Rail Trail.



## Unprotected Infrastructure



## Shared Path Infrastructure



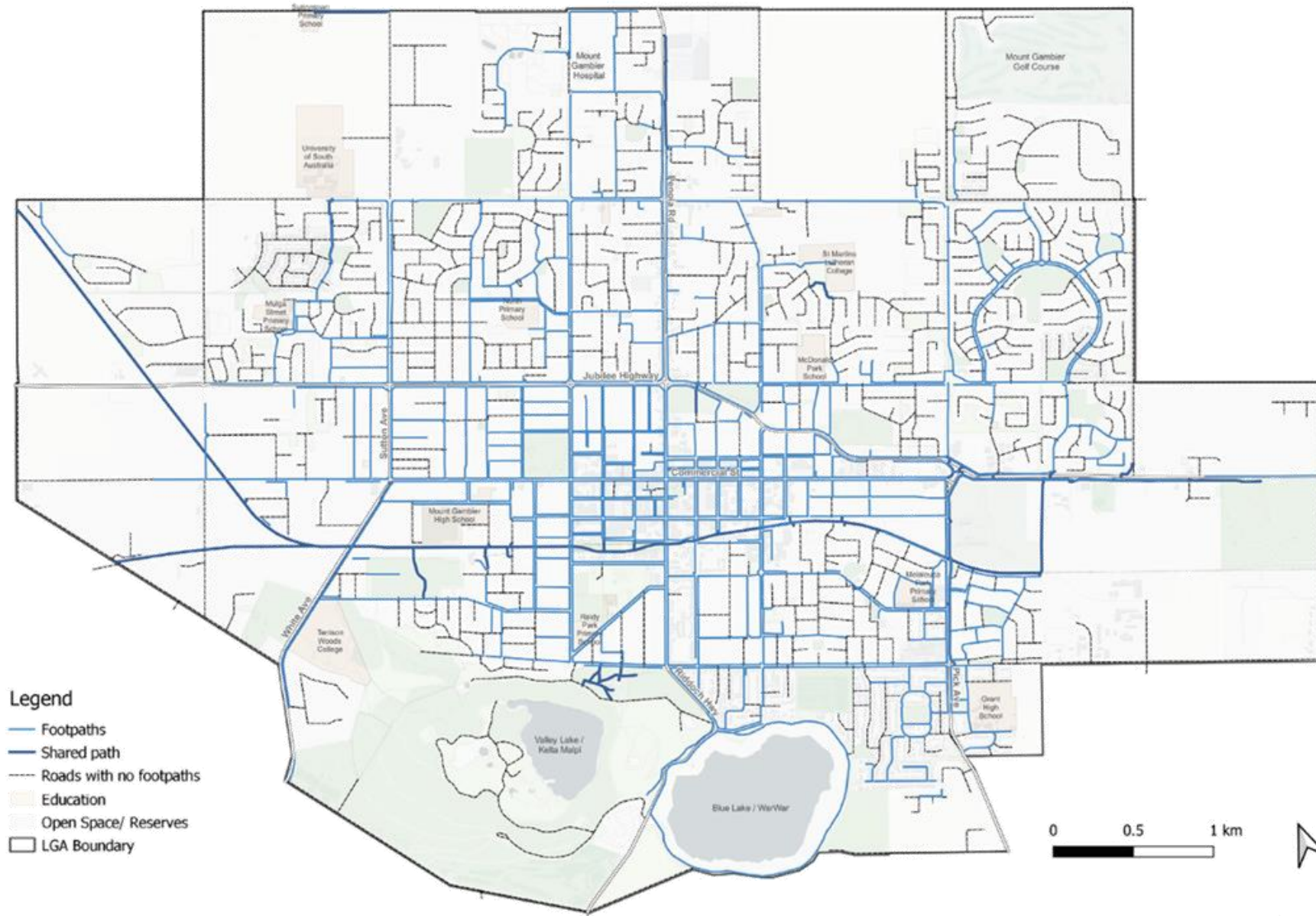


## Pedestrians

As we progressively move in all directions away from the main CBD and Commercial Street, footpaths tended to decrease in width and overall coverage (footpaths service one side of the road as opposed to both sides within the CBD). Importantly coverage was limited the further north of the higher order roads, where serviceability of footpaths north of Jubilee Highway equated to only 25% of the total footpath network.

Footpath coverage north of Jubilee Highway does not appear to service walking and accessibility for much of the local road network and residential areas despite accounting for over 50% of the Mount Gambier population, this would certainly impact on both commuting/recreational active transport within the area.

Map 3 Footpath Coverage in Mount Gambier



**Parks**

- P1** Corriedale Park
- P2** AF Sutton Reserve & Skatepark
- P3** Frew Park
- P4** McDonald Park
- P5** Vansittart Park
- P6** Dimjalla Skate Park
- P7** Blue Lake/Warwar Sports Park
- P8** Olympic Park
- P9** BMX Bike Track
- P10** Malseed Park

**Trip Advisor Top 10**

- T1** Engelbrecht Cave
- T2** Lady Nelson Visitor & Discovery Centre
- T3** Umpherston Sinkhole/Balumbul
- T4** Cave Garden/Thugi
- T5** Blue Lake/Warwar Aquifer Tours
- T6** Echo Farm

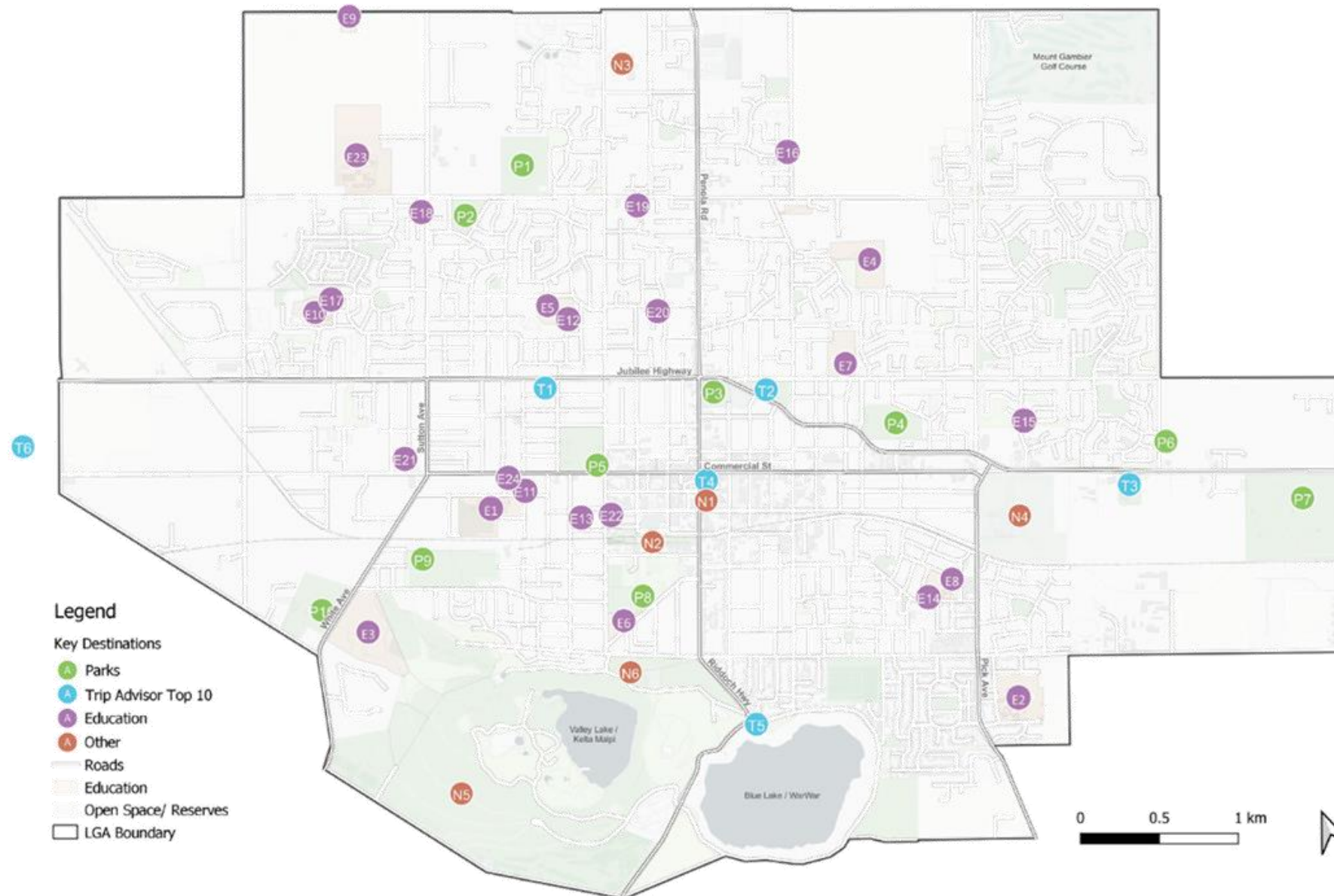
**Other Locations**

- N1** Library
- N2** Railway Lands
- N3** Mount Gambier Hospital
- N4** Mount Gambier Showgrounds
- N5** Centenary Tower
- N6** Elizabeth Knight Reserve

**Schools, Education and Childcare within the City**

- E1** Mount Gambier High School – High School
- E2** Grant High School – High School
- E3** Tenison Woods College – R-12
- E4** St Martins Lutheran College – R-12
- E5** North Primary School – Primary
- E6** Reidy Park Primary School – Primary
- E7** McDonald Park School - Primary
- E8** Melaleuca Park Primary School - Primary
- E9** Suttontown Primary School – Primary
- E10** Mulga Street Primary School - Primary
- E11** Gordon Education Centre – Special School
- E12** Acacia Kindergarten
- E13** St Martins Kindergarten
- E14** Melaleuca Park Kindergarten
- E15** Akuna Kindergarten
- E16** Gladigau Park Kindergarten
- E17** Mount Gambier Childrens Centre
- E18** Community Kids Montebello Early Education Centre
- E19** Community Kids Mount Gambier Early Education Centre
- E20** Goodstart Early Learning Mount Gambier
- E21** Mount Gambier Child Care Centre
- E22** Carma Playhouse
- E23** UniSA & TAFE SA Campus - Tertiary
- E24** Pangula Mannamuma – Indigenous Health and Culture

**Map 4 Key Destinations in Mount Gambier**



**Legend**

**Key Destinations**

- Parks
- Trip Advisor Top 10
- Education
- Other
- Roads
- Education
- Open Space/ Reserves
- LGA Boundary



## Communication

As part of the initial scope of work a series of stakeholder engagement meetings were held with Council and selected members of the community.

### Engagement with Council Staff

### Engagement with Targeted Stakeholders

### Engagement with the Broader Community

83% of respondents owned a bicycle, 66% 2 or more and 41% 3 or more. 75% of respondents were active at least once a month cycling, 41% at least once a week.

To encourage further usage of these pathways, participants were asked what you would consider the most appealing out of a range of options that they believe would assist with increasing uptake. For cycling, the biggest contributors were seeing more cycling paths and dedicated segregated cycling paths introduced, the least important was improving signage/wayfinding. For walking, improving footpaths was of high importance followed by prioritising pedestrian safety, introducing more amenities and new lighting infrastructure.



In the word clouds below, the phrases that were mentioned most frequently are displayed in larger text, and those that were mentioned less frequently are smaller.

### Council Engagement



### Targeted Engagement

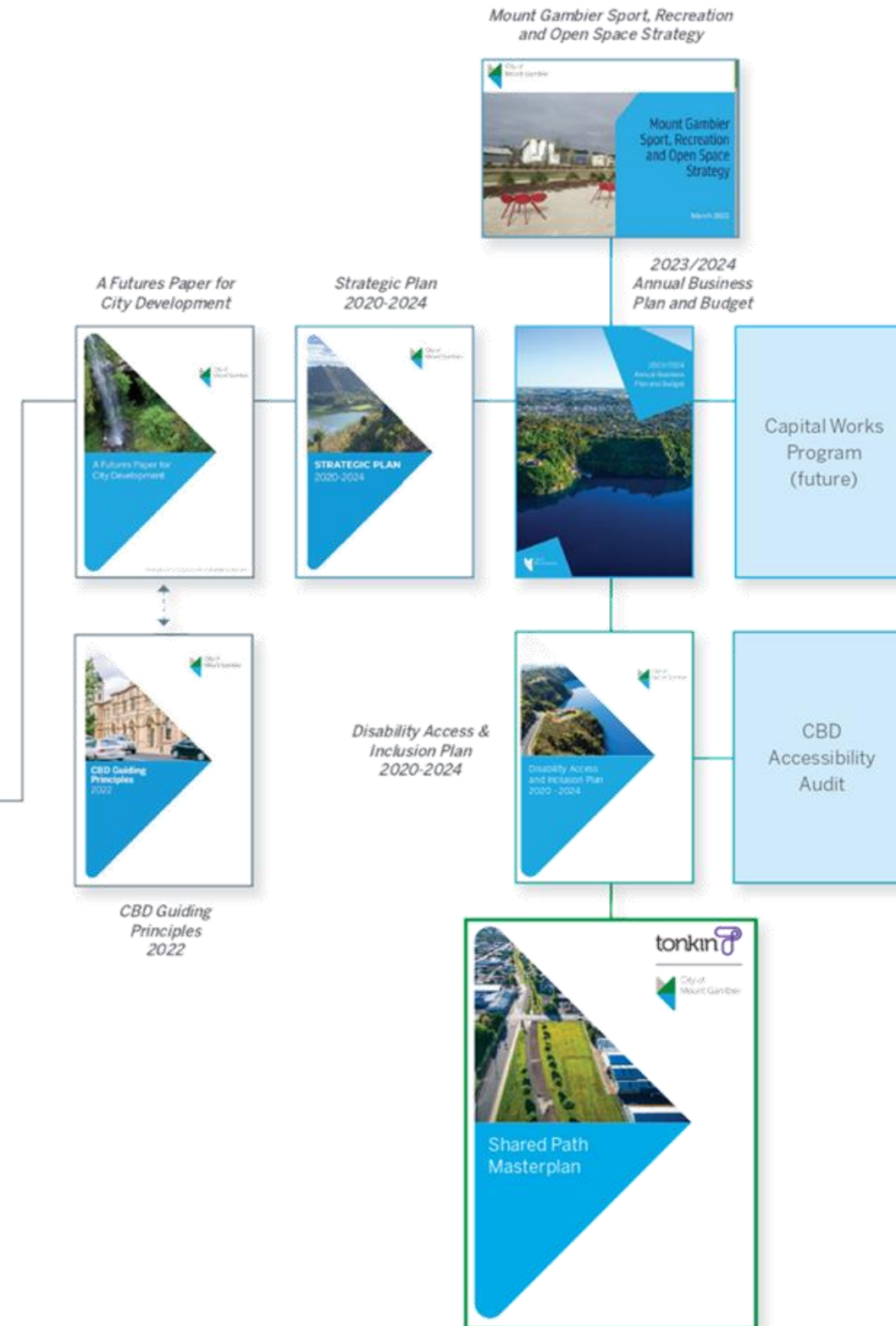
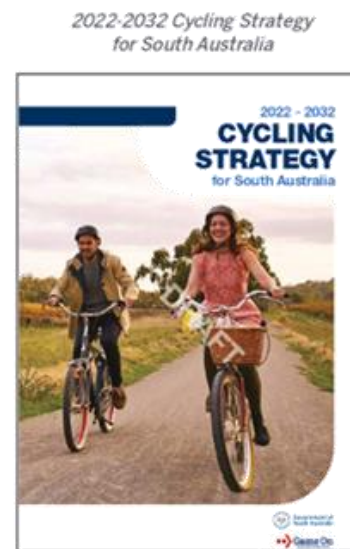


## Alignment

Council is committed to ensuring the Shared Path Masterplan has a strategic alignment with the daily activities, projects, and objectives of likeminded literature. The following section discusses how the Shared Path Masterplan bridges the gap between key strategic documents and literature surrounding best practice studies, design, infrastructure and leadership in active transport.

### Key Documents

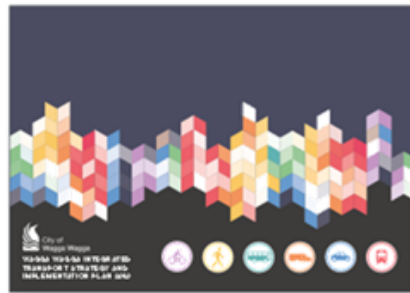
Riding is a legitimate transport, sport and recreation option and people who choose to ride deserve to feel safe and be safe, just like those who choose to walk, use public transport, or drive a car. Investment in safer riding environments in South Australia will encourage more interested, but concerned people, to ride and will assist in improving attitudes towards riding. The Department of Infrastructure and Transport's draft Cycling Plan outlines the vision, objectives, initiatives, and actions along with six priority projects to increase participation, improve physical and mental wellbeing and improve community outcomes.





## Best Practice

Best practices in developing Shared Paths refer to the approaches, strategies, and principles that have been proven effective in promoting and supporting walking, cycling, and other forms of active transportation. They involve integrating active transport into urban planning and transportation policies, promoting awareness and education campaigns, fostering community engagement, and ensuring connectivity and accessibility to key destinations. By reviewing success stories from regional, state, interstate and international areas ensure the Shared Pathways Masterplan is relevant and effective in it's focus.



### Case Studies

#### Integrated Transport Strategy 2040 City of Wagga Wagga

The Wagga Wagga ITS focuses predominantly on the greater transport network, however, has a section on Active Travel. Themes under Active Transport were principles and strategies focused on improving the cycling network, pedestrian movements.

#### Walking Cycling and Better Streets Strategy 2031 Lake Macquarie City Council

Provided by Council staff as a comparable Active Transport Strategy that focuses on cycling and walking. This was a comprehensive strategy focused on high level planning and the development of a principle cycling and walking network.



#### Draft Path and Trail Masterplan 2022 City of Whyalla

Considered next to Mount Gambier as the next largest regional city in South Australia. Council currently has a draft walking strategy based on improving, at a detailed level, paths and trails in the City of Whyalla. This document focused on the process for the Masterplan including a detailed methodology of strategies and actions.

#### Sustainable Transport Strategy 2010-2020 Warrnambool City Council

With a similar population to Mount Gambier, Warrnambool is considered in the top 10 for the largest regional cities in Victoria. With a similar active transport uptake as Mount Gambier (only 15%), this document focused on improvements to the existing infrastructure to enhance quality, connectedness and safety within the city.





### Leaders



#### RAA

The RAA (Royal Automobile Association) is an organization based in South Australia that focuses on road safety. They work towards creating safer roads for all users, including motorists, pedestrians, and cyclists. The RAA engages in various activities such as advocacy, public awareness campaigns, and education programs aimed at promoting responsible and safe behaviour on the roads. They also conduct research and provide resources to enhance road safety practices and policies, ultimately striving to reduce accidents and save lives on South Australian roads.



#### Global Designing Cities Initiative

The Global Cities Design Initiative are a team of designers, planners, and urban strategists committed to reimagining streets as places for people, shaping cities that are safe, healthy, accessible, and equitable for everyone.

### Design Toolkits

Design toolkits are comprehensive resources that provide guidelines, strategies, and resources for designing and planning infrastructure to support active transportation modes such as walking and cycling. It typically includes design principles, best practices, case studies, and specific recommendations for creating safe and accessible infrastructure for users.

The following best practice toolkits have been developed to support councils in developing sustainable and inclusive transportation networks.

#### Global Street Design Guide

The strategies and best practices in the Global Street Design Guide are the foundation of the Global Designing Cities Initiative, and they have been applied in cities across the globe. The Global Street Design Guide is supporting practitioners to redefine the role of streets in cities around the world. Created with the input of experts from 72 cities in 42 countries, the Guide offers technical details to inform street design that prioritizes pedestrians, cyclists, and transit riders.



#### Transport for NSW: Cycleway Design Toolbox

The aim of the Cycleway Design Toolbox is to provide guidance for practitioners on how to design for cycling and micromobility in the context of New South Wales and Greater Sydney. This Toolbox provides practitioners with a range of design tools, being a comprehensive suite of best practice designs across a range of typical on- and off-road environments that can be tailored to their specific environment. It can be used to justify the planning, design and delivery of high-quality cycling infrastructure by demonstrating the positive impact on level of service for people cycling.



### Examples of Innovative Infrastructure

Austrroads provided a publication of cycling infrastructure design, planning, and implementation from different cities and regions. The publication aims to showcase best practices and lessons learned in creating safe and attractive cycling infrastructure, promoting active transport, and encouraging cycling as a mode of transport. Examples of innovative infrastructure could be considered for the Shared Path Masterplan.



#### Separated Bicycle Facilities at Multi-Lane Roundabout

This roundabout includes off-road paths and median island refuges around the roundabout to connect on-road cycle lanes located on the approach and exit of the roundabout. The paths and refuges permit safe travel around the multi-lane roundabout, reducing the potential for conflict by cyclists travelling through the roundabout in the vehicle lane.



#### Bicycle Facilities at Signalised Intersections

This intersection includes dedicated storage areas for cyclists and opportunities for cyclists to move from the road onto the footpath. By moving onto the footpath, this allows for cyclists to safely cross at dedicated locations that are away from vehicles.



#### Non-Signalised T Intersection

The following is an example treatment used in NSW for the improvement of cycling facilities across non-signalised T intersections. These treatments involve separating the cyclist or raising the minor leg of the intersection to prioritise cyclist safety through reduced vehicle speeds and segregation.



#### Protected Bicycle Paths

Protected facilities are typically used for major cycleway connections. These designs provide a framework for protected cycleway design in various contextual constraints. These facilities provide functional separation of bicycle traffic from risky conflicts with parked cars or traffic lanes.



#### Shared Zones

A shared zone is a road or network of roads or a road related area where space is shared safely by vehicles and pedestrians and where pedestrian priority and quality of life take precedence over ease of vehicle movement. Shared zones give priority to cyclists and pedestrians and functions as a bicycle friendly alternative to areas of higher traffic speeds and/or volumes.



#### Separated Cycleways

Separated paths are cycling paths that are separated from both the road (vehicle traffic) and pedestrians (footpaths), separated cycleways that separate riders from vehicle traffic and provide clear intersection treatments encourage people to ride who would not if there were just painted lanes.



#### Shared Use Paths in Former Rail Corridor

The rail trail in Mount Gambier is a recreational shared use pathway that follows the former railway line in the region. It offers a scenic and enjoyable route for walking, cycling, and other non-motorised activities. The rail trail in Mount Gambier is a popular route as it provides good connectivity across the region, and provides areas for outdoor recreation exploration.



## Treatment Examples



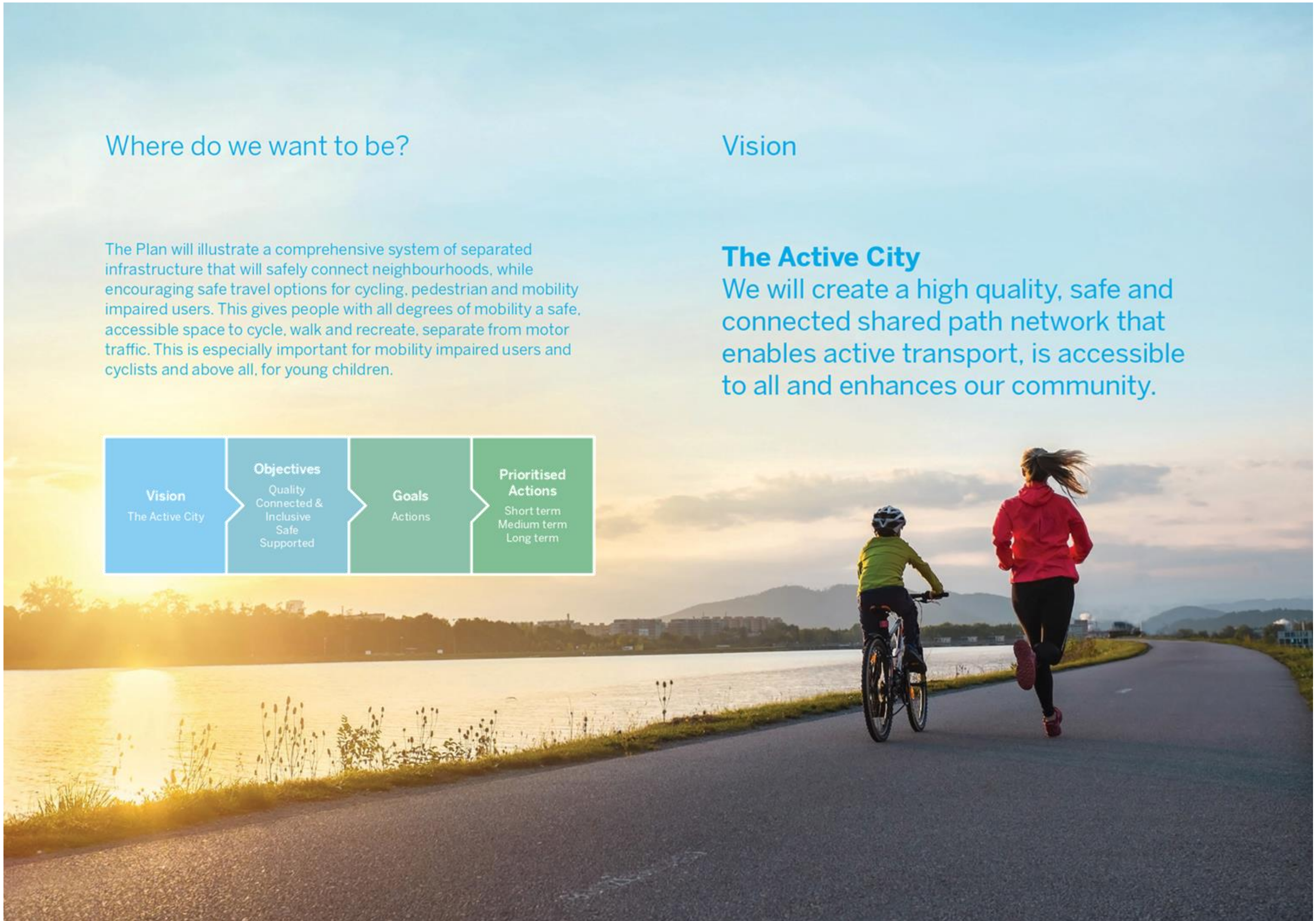
## Where do we want to be?

The Plan will illustrate a comprehensive system of separated infrastructure that will safely connect neighbourhoods, while encouraging safe travel options for cycling, pedestrian and mobility impaired users. This gives people with all degrees of mobility a safe, accessible space to cycle, walk and recreate, separate from motor traffic. This is especially important for mobility impaired users and cyclists and above all, for young children.

## Vision

### The Active City

We will create a high quality, safe and connected shared path network that enables active transport, is accessible to all and enhances our community.



## Objectives

**Quality**  
Focuses on planning and design of the shared pathway network.



**Connected & Inclusive**  
A connected and inclusive shared pathway network.

**Safe**  
A safe shared pathway network that reflects consideration to all users.



**Supported**  
Enhances wellbeing and encourages active transport.

## Goals

### Objective 1: Quality Cycling Functional Hierarchy

#### 1.1 Quality in Design

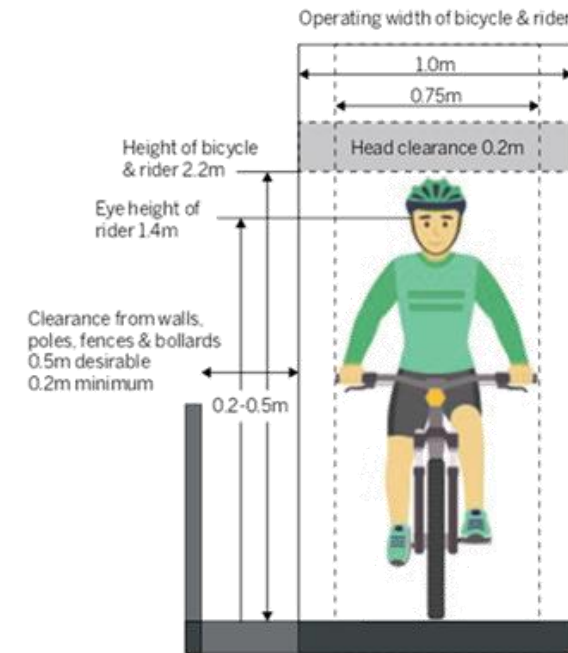
The surroundings encountered when cycling range from attractive to intimidating and can encourage or discourage cycling along a route.

A lack of consistent bicycle infrastructure deters bicycle riders, therefore quality in design must take this into account when promoting a high quality cycling network.

#### Geometric Design

##### Cyclist Envelope

The bicycle design envelope and clearances shown in the figure below provide the basis for the design of the bicycle facilities.



#### Path Widths

Path widths should be reflected by the desired function, expected users and treatment type catering for current and future needs.

#### Shared Paths

Shared paths are paths shared by both walkers and cyclists. They may or may not have a central dividing line to guide direction of travel.

Minimum Width	Maximum Width
2.5m (local and secondary routes)	3.0m (local and secondary routes)
3.0m (primary route)	4.0m (primary route)

Sourced from Austroads Guide to Road Design Part 6a and AS1428

#### Separated Paths

Separated paths have a designated area for walkers and a dedicated area for cyclists. Effectively they are separate but adjoining paths. The walking and cycling paths can be differentiated by material (eg concrete path next to an asphalt path), or by paint or colour on the same material.

Minimum Width	Maximum Width
4.0m	4.5m
2.2m cyclists	2.5m+ cyclists
1.8m pedestrians	2.0m+ pedestrians

Sourced from Austroads Guide to Road Design Part 6a and AS1428





#### Accessible Design

Adopting principles of social inclusion and universal design into the development and implementation of these pathways, to better reflect and meet the needs and abilities of our community. The Disability Discrimination Act 1992 (DDA) will guide design and development in coordination with AS1428 Design for Access and Mobility.

#### Lighting

Lighting of paths is important to ensure that riders and pedestrians are able to perceive hazards, uneven surfaces and also to provide a sense of safety.

#### Materials

The higher capital cost bikeways with concrete or asphalt surfaces have lower ongoing maintenance requirements and provide better cycling conditions. Where possible, maximum use should be made of local materials to gain experience in their performance, to minimise costs and to better blend with the environment.

- Granular with Spray Sealed
- Granular with Asphalt
- Concrete
- Concrete Block Paving
- Sustainable Products

#### Sign and Pavement Markings

Distinctive coloured pavements and/or textures maybe used to highlight the road surface in a visual, tactile or audible manner. Public art helps communicate a socially and culturally rich environment. It provides identity and creates a unique and meaningful sense of place.

#### Directional Signage & Wayfinding Signage

Signs should promote cycling and walking routes and road safety. They provide clear direction and wayfinding to paths, key nodes, destinations.

#### Amenities

Roadside amenities improve the quality of road travel.

### 1.2 Network Design - Cycling

For a cycle network to be an effective and viable transport option, the bicycle facility types selected must be appropriate for the road type and be seamlessly linked along routes.

There are five internationally-recognised requirements that must be balanced in the design of cycling network.

#### Primary Bicycle Routes

Primary bicycle routes should service a locally significant function in the context of a local government.

#### Secondary Bicycle Routes

Secondary bicycle routes should service a locally medium to high level function in the context of a local government.

#### Local Bicycle Routes

Predominantly located in local residential areas, local routes often support the start or end of each trip, and as such need to cater for the needs of users of all ages and abilities.

### 1.3 Network Design - Pedestrians

The following functional hierarchy defines the priority of the Mount Gambier footpath network.

#### Primary Footpaths

Primary Footpaths are footpaths considered highly used or in demand by pedestrians.

Primary footpaths should be typically aligned with higher functioning roads and installed on both sides of the road reserve.

#### Secondary Footpaths

Secondary Footpaths are considered alongside medium levels of demand for pedestrian traffic adjacent to key destinations

Secondary footpaths should be provided on at least one side of the road

#### Local Footpaths

Local Footpaths are used within local access streets and service the main residential allotments for the start-end trip movements. Local footpaths should be provided on one side of the road and should provide linkage to secondary or primary footpaths.

#### Lower Service Level Footpaths

Heavy Industrial areas and rural living areas would only see footpaths introduced on a case-by-case basis.

**Directness**  
Directness means offering the cyclist as direct a route as possible with detours kept to a minimum.

**Safety & Perceived Safety**  
At street design level we want to segregate road users by providing dedicated infrastructure for the different transport modes, especially separating motor traffic from cyclists, pedestrians and other active transport users

**Comfort**  
Comfortable bicycle infrastructure should ensure that cyclists experience minimal stops or nuisance.

**Attractiveness**  
Research shows that generally speaking cyclists find green, open spaces, water and aesthetic quality of the built environment attractive.

**Coherence**  
Coherence is about the possibility of getting somewhere by bicycle, whether it is a single-mode trip by bicycle or a multi-modal trip that involves using a bicycle to access public transport hubs.





### 1.4 Infrastructure Hierarchy

The cycling strategy aims to formalise this infrastructure hierarchy into a list of preferred treatments and is linked to the functional cycling hierarchy to provide better consistency and priority for cycling and walking.

Note on implementation: Elements should be installed as high up on the hierarchy as factors such as physical constraints of the particular location, budget, etc. allow.

	Hierarchy Treatment	Example
<b>MOST EFFECTIVE</b>	Cycling Only Path	
	Cycling Only Path Adjacent to Road	
	Shared Cycling/Walking Path Separate from Road	
	Shared Cycling/Walking Path Adjacent to Road	

	Hierarchy Treatment	Example
<b>LEAST EFFECTIVE</b>	Protected/Separated/Segregated Bicycle Lane	
	Bicycle Lane With Buffer Zone	
	Bicycle Lane	



### 1.5 Development on a Guidance for Treatment

The following table below has been developed to provide the City of Mount Gambier a guide of preferred infrastructure treatments

Road Function	Features	Guidance for Selection (1-5)				
		1. Cycling Only Path Adjacent to Road	2. Shared Use Path Adjacent to Road	3. Protected/ Separated/ Segregated Bicycle Lanes	4. Bicycle Lane with Buffer Zone	5. Bicycle Lane
Local Road	Local access street, full of dwellings, low vehicle volumes, low speed < 50km/h	Not required in low volume and low speed areas	Adjacent to schools or key destinations maybe appropriate	Adjacent to schools or key destinations maybe appropriate	Adjacent to schools or key destinations maybe appropriate	
Collector Function (direct access road to key destinations)	Low to Medium Volumes, Road Carriageway > 7.5m, No Parking	Adjacent to schools or key destinations maybe appropriate	Adjacent to schools or key destinations maybe appropriate			
	Low to Medium Volumes, Road Carriageway > 7.5m, With Parking				Not preferred due to door conflict	Safety issues with little protection
Distributor Road (high movement functioning for through access)	Low to High Traffic Volumes, Freight Activity, above 60km/h			Appropriate in areas subject to low speed	Not to consider due to lack of protection	Not to consider due to lack of protection
Regional Road or Arterial Road (State Owned Road*)	Significant Traffic Volumes, Freight, Public Transport, above 60km/h			Appropriate in areas subject to low speed	Not to consider due to lack of protection	Not to consider due to lack of protection



DIT collaboration and liaison will be required to explore the feasibility of each respective treatments along the following roads:

- Bay Road
- Penola Road
- White Avenue
- Sutton Avenue
- Jubilee Highway East and West
- Pick Avenue

KEY ACTIONS - Objective 1: Quality	
Objective	Description
Goal 1.1 – Network Design - Cycling	Adopt and Identify a Functional Cycling Hierarchy for Mount Gambier
Goal 1.2 – Network Design - Walking	Adopt and Identify a Functional Walking Hierarchy for Mount Gambier
Goal 1.3 – Guidance for Treatment	Develop and adopt a guidance for treatment in terms of cycling infrastructure
Goal 1.4 – Cycling Infrastructure	Adopt and endorse a Cycling Infrastructure Hierarchy for Mount Gambier
Goal 1.5 – Quality in Design	Adopt a Quality in Design Service Level to integrate within engineering practices.



## Objective 2: Connected and Inclusive

### Cycling

The following primary, secondary, and local routes that classify Mount Gambier as an integrated network and hierarchy of routes. These routes that have been developed under the five internationally-recognised requirements, mainly focusing on Directness.

#### 2.1 Adoption and Endorsement of Primary Routes

- P1** Suttontown Road
- P2** Wireless Road East and West
- P3** Kennedy Avenue
- P4** Wehl Street South and North
- P5** Crouch Street South and North
- P6** Pine Hall Avenue and Bishop Road
- P7** Grant Avenue/Blue Lake (Warwar)/Crouch Street Loop

#### 2.2 Adoption and Endorsement of Secondary Routes

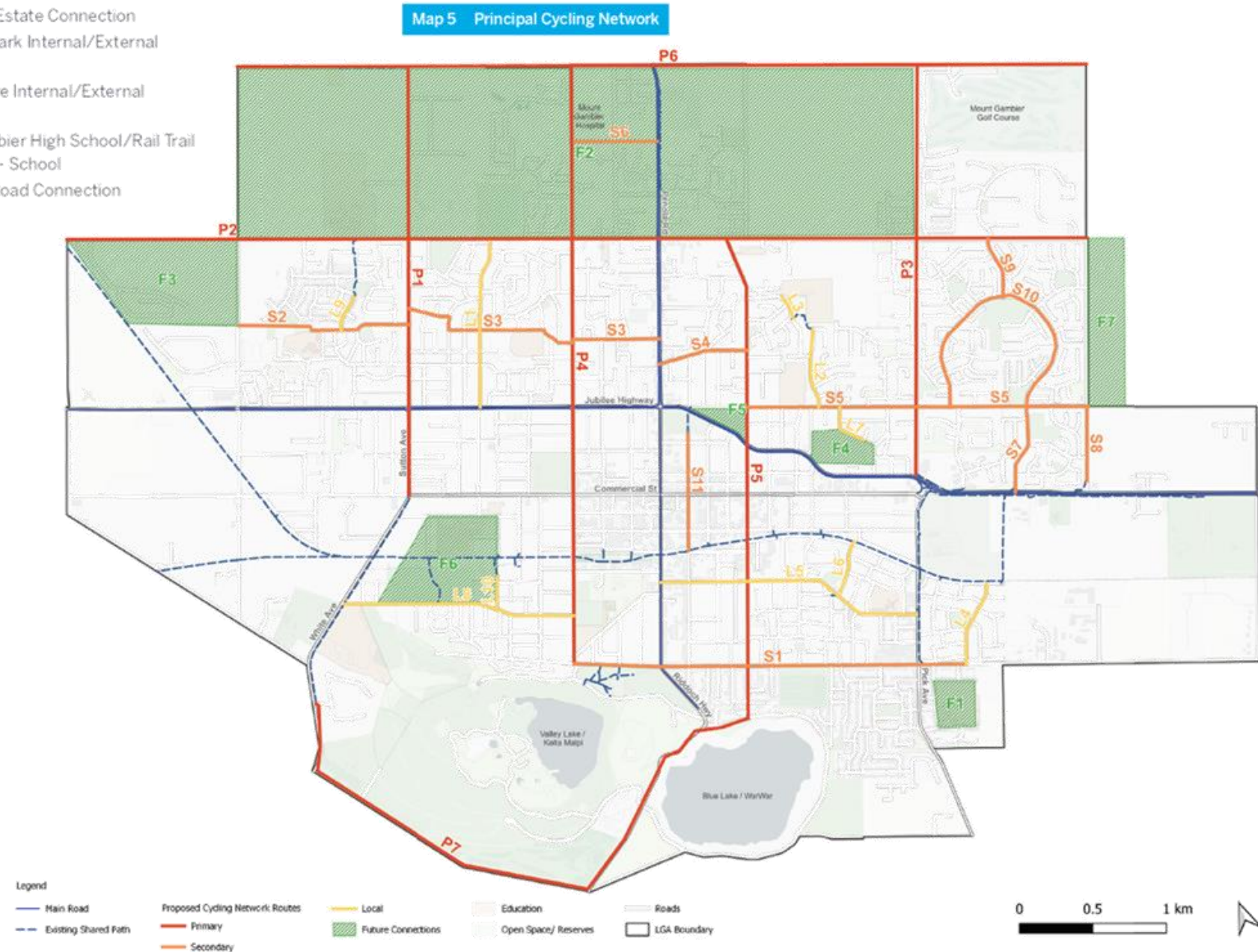
- S1** Lake Terrace East-West Connection
- S2** Mulga Street Primary School Connection
- S3** Mount Gambier North Primary Connection
- S4** Canavan Road Connection
- S5** North Terrace Connection
- S6** Allison Street Connection
- S7** Tumut Drive Connection
- S8** Attamura Road Connection
- S9** Honnington Road Connection
- S10** Conroe Drive Connection
- S11** Ferrers Street/Mitchell Street Connection

#### 2.3 Adoption and Endorsement of Local Routes

- L1** Acacia Street
- L2** Dalkeith Drive
- L3** St Martins Drive
- L4** Pressey Street
- L5** Boandik Terrace
- L6** Hanson Street
- L7** Comaum Avenue
- L8** Shepherdson Road

#### 2.4 Adoption and Endorsement of Future Connections

- F1** Grant High School Internal/External Connection - School
- F2** Northern Growth Area Connection
- F3** Springview Estate Connection
- F4** McDonald Park Internal/External Connection
- F5** City Bike Hire Internal/External Connection
- F6** Mount Gambier High School/Rail Trail Connection - School
- F7** Attamura Road Connection



### Pedestrians

This strategy seeks to introduce walking infrastructure that is connected and meets the needs of people of all ages and abilities.

### 2.5 Integration of Shared Path Network

To ensure an integrated approach to cycling and walking, this goal defines a shared path network surrounding the CBD which integrates primary cycling connections defined under Goal 1.2 to primary walking routes. The Shared Path network aims to provide a connective and inclusive City Wide Loop for universally accessible forms of mobility.

#### Connectivity to CBD

There is an abundance of footpaths within the CBD (illustrated under Map 3), that provide for suitable walking provisions for the community. Cycling connectivity through the CBD have been illustrated under Objective 2 for P5 – Crouch Street and S11 – Ferrers Street/Mitchell Street.

We want the proposed shared path network to enable people to travel throughout the town and CBD. Dedicated links between the CBD, the Rail Trail and Shared Path routes will continue to be investigated by Council.

#### Facilitating External Connectivity

Constructing the network so it can connect to other paths outside of CMG and service residents from these areas etc. Liaison should be sought with external road authorities to support the connectivity of residents from surrounding areas that can safely cycle into Mount Gambier.

This objective should also seek to work with other councils and State Government to expand and connect the Rail Trail network throughout the region.

### 2.6 Improvement of Accessibility for Walking

The following policies set by Mount Gambier under Council Policy F175 – Footways and Crossovers, and L130 – Land Divisions set the following requirements for accessibility and walkability. Both of these policies are recommended for review to update to relevant design standards and guidelines.

### 2.7 Connectivity to Key Destinations

Links to key destinations is imperative to increase the likelihood of walking for the community.

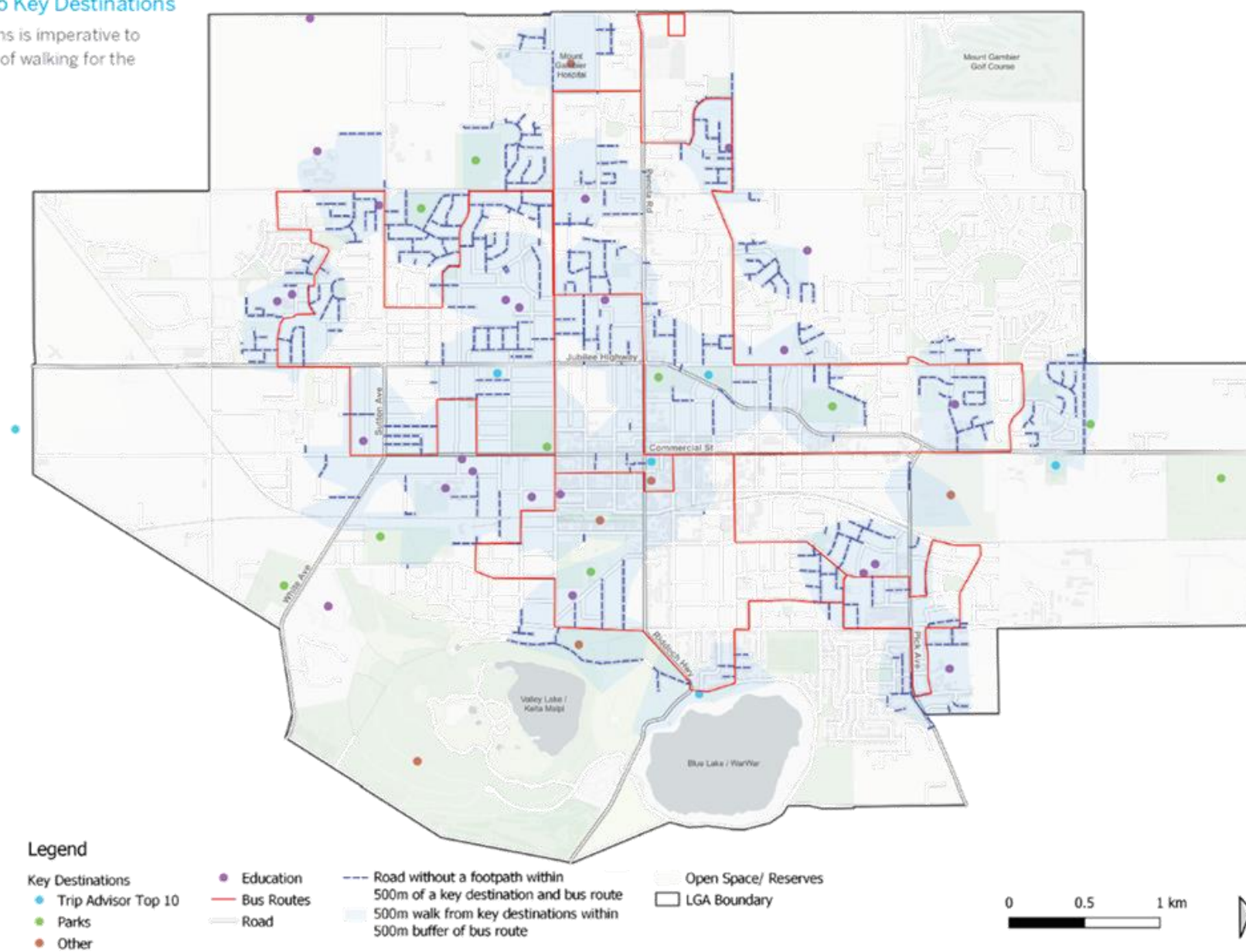
#### New Footpaths - Connectivity to Key Destinations

Research has illustrated that to increase the likelihood of walking, children who live within 800m of their school are more likely to walk or cycle to school.

#### New Footpaths - Connectivity to Public Transport

Most South Australians access public transport by walking, therefore bus stops need to connect to high-quality walking routes and environments.

Map 6 Roads Without Footpaths Within Proximity to Key Destinations & Public Transport Stops



### 2.8 Missing Links Program

A schedule for auditing should be developed on the existing footpath network in Mount Gambier, to assist identifying deficiencies in the existing connectivity of the network.

Audits should be undertaken and separated from 'new footpaths' under Goal 2.6 as 'missing links'.

### 2.9 Accessibility and Inclusion

The City of Mount Gambier acknowledges the importance of high-quality and well-planned pathways in their role in facilitating improved access within the city for people of all levels of ability. Through a well-considered shared path masterplan, Council's ultimate role is to encourage Active Transport relating to the promotion of physical activity as a mode to reach a destination, whilst also improving transport pathways for those who require the use of alternative transport within our city.

Acknowledging our role as South Australia's Regional Capital, the City of Mount Gambier's Disability Action and Inclusion Plan (DAIP) provides a range of commitments which are over and above our requirements under the Disability Inclusion Act (SA).

This includes a focus on universal design, ensuring participation of people with lived experience of disability to inform decision making and planning and opportunities to 'road test', assess and inform the accessibility of new infrastructure.

In approaching the planning of shared paths, Council acknowledges that the term 'accessibility' aligns to whether the designs are 'enabling' or 'disabling', 'empowering' or 'disempowering', and whether the experience of the place feels inclusive or marginalised.

The City of Mount Gambier commits to being directly informed by those with lived experience of disability in its delivery of shared paths across the city. We will continue to focus on universal design principles and seek opportunity to deliver inclusive functionality aimed at improving the lives of all that use our city.

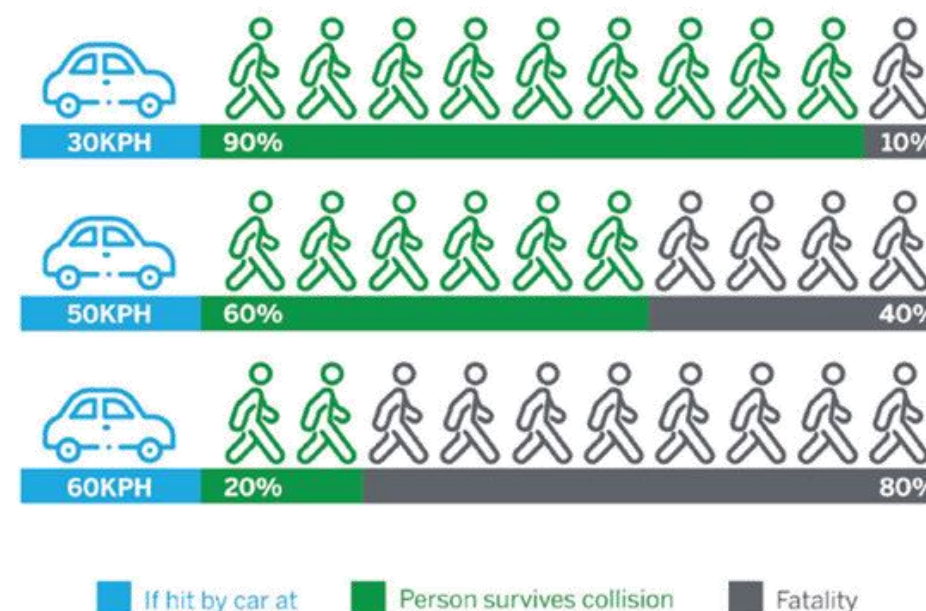
KEY ACTIONS - Objective 2: Connected & Inclusive	
Objective	Description
Goal 2.1 – Primary Routes	Adoption and Endorsement of Primary Routes
Goal 2.2 – Secondary Routes	Adoption and Endorsement of Secondary Routes
Goal 2.3 – Local Routes	Adoption and Endorsement of Local Routes
Goal 2.4 – Future Connections	Adoption and Endorsement of Future Connections
Goal 2.5 – Accessibility	Continue to review existing Council policies and endorse a service level as per Goal 1.2
Goal 2.6 – Connectivity	Increase footpath connectivity within Mount Gambier. Priority given to key destinations, public transport and network design set as per Goal 1.2.
Goal 2.8 – Missing Links	Establish a missing link program that focuses on identifying and repairing defects in the existing footpath network.

### Objective 3: Safe

One of the main criteria under South Australia's Road Safety Strategy is to improve safety for people who cycle and walk. Strategies 36-52 under the Road Safety Strategy focus on methods to improve safety for road users under cycling and walking.



The following image provides an indication of the energies involved in pedestrian crashes and the mortality rates as a proportion of speed.



### Infrastructure

Infrastructure improvements under this objective were selected based on the following criteria:

- **Route Hierarchy** (Primary, Secondary, Local) – Primary bicycle routes would be subject to a greater likelihood of cyclists.
- **Traffic Volumes** (high, medium, low volumes) – High vehicle volumes are directly proportional to the frequency of crashes.
- **Speed** (High - above 80km/h, Medium - between 50km/h – 80km/h, Low - below 50km/h).

For indicative costs associated with infrastructure under Objective 3, high level cost ranges have been produced, refer Appendix A - High Level Cost Estimates - Infrastructure.

Note these costs are only indicative and are subject to change.

#### 3.1 Mid-Block Improvements

The following tables provide information on the recommended treatments under the Primary, Secondary and Local cycling routes, against the previously developed Guidance for Treatment under Goal 1.5.



	Masterplan Location Reference	Route Name	Speed	Volumes	Parking	Recommended Treatment
Primary Routes	P1	Suttontown Road	M	H	Y	1, 2
	P2	Wireless Road E	M	M	N	1, 2
	P2	Wireless Road W	H	M	Y	1, 2
	P3	Kennedy Avenue	H	M	Y	1, 2
	P4	Wehl Street N	M	H	Y	1, 2, 3
	P4	Wehl Street S	M	H	Y	1, 2, 3
Secondary Routes	P5	Crouch Street N	L	M	Y	1, 2, 3,
	P5	Crouch Street S	L	H	Y	1, 2, 3
	P6	Bishop Road	H	L	N	1, 2
	P6	Pinehall Avenue	H	L	N	1, 2
	S1	Lake Terrace E	L	M	Y	2, 3
	S2	Heaver Drive	L	L	Y	2, 3, 4, 5
	S2	John Powell Drive	L	L	Y	2, 3, 4, 5
	S2	Wilga Road	L	L	Y	2, 3, 4
	S3	Betula Road	L	L	Y	2, 3, 4, 5
	S3	Fartch Street	L	L	Y	4, 5
	S3	Heath Street	L	L	Y	2, 3, 4
Local Routes	S3	Kurrajong Street	L	L	Y	3, 4, 5
	S3	Queens Avenue	L	M	Y	2, 3
	S4	Canavan Road	L	L	Y	2, 3
	S5	North Terrace	L	L	Y	3, 4
	S6	Allison Street	L	M	Y	2, 3
	S7	Tumut Drive	L	L	Y	3, 4, 5
	S8	Attamura Road	L	L	N	2, 3, 4, 5
	S9	Honnington Boulevard	L	L	Y	3, 4, 5
	S10	Conroe Drive	L	M	N	3, 4, 5
	S11	Ferres Street	L	L	Y	3, 4
	S11	Mitchell Street	L	L	Y	3, 4, 5
Local Routes	L1	Acacia Street	L	L	Y	3, 4, 5
	L2	Dalkeith Drive	L	L	Y	3, 4, 5
	L3	St Martins Drive	L	L	Y	2, 4, 5
	L4	Pressey Street	L	L	Y	3, 4, 5
	L5	Boandik Terrace	L	L	Y	3, 4, 5
	L6	Hanson Street	L	L	Y	2, 3, 4, 5
	L7	Comaum Avenue	L	L	Y	3, 4, 5
	L8	Shepherdson Road	L	M	Y	2, 3
	L9	Mallee Street	L	L	Y	4, 5



For examples of intersections that could be implemented at the following locations, page 26 refers to some innovative infrastructure at roundabouts, signalised intersections and non-signalised intersections.

Note that consideration of these innovative examples should include consideration of physical constraints, the particular location and budget.

### 3.2 Primary Intersections - Cycling

- P1** Commercial Street/Suttontown Avenue
- P2** Commercial Street/Wehl Street
- P3** Crouch Street/Commercial Street
- P4** Crouch Street/Jubilee Highway
- P5** Kennedy Avenue/Jubilee Highway
- P6** Rail Trail Intersections
- P7** Sutton Avenue/Jubilee Highway
- P8** Wehl Street/Jubilee Highway
- P9** Wireless Road/Penola Road
- P10** Wireless Road/Wehl Street

### 3.3 Secondary Intersections - Cycling

- S1** Attamura Road Connection/North Terrace Connection
- S2** Bay Road/Lake Terrace E Connection
- S3** Crouch Street/Lake Terrace E Connection
- S4** Hanson Street/Boandik Terrace
- S5** Jubilee Highway/Pick Avenue
- S6** Penola Road/Queens Avenue Connection
- S7** Pick Avenue/Lake Terrace E Connection
- S8** Pressy Street/Lake Terrace E Connection
- S9** Rail Trail/Hanson Street
- S10** Rail Trail/Wehl Street
- S11** Wireless Road/Kennedy Avenue
- S12** Wireless Road/Sutton Avenue

Map 7 Key Primary and Secondary Intersections for Cycling Improvements





### 3.4 Pedestrians

Given the lack of footpath coverage north of Jubilee Highway, and the future plans within this strategy to increase footpath coverage/connectivity, it will be difficult to plan for safer crossings. Pedestrian improvements were based on both existing history of crashes involving pedestrians and high volume roads.

- High Volume Roads
- Rail Trail intersections

### 3.5 Pedestrian Planning

The Code of Technical Requirements provides guidelines on the warrants for children/pedestrian crossing upgrades which focuses on improving safety for pedestrians. This should be based on conducting pedestrian and vehicle surveys at specific locations.

Locations should be developed based firstly on roads that exceed 2,000 vehicles/day, and locations where high pedestrian demand is expected.



### 3.6 Skill Building Facilities

Road and Cycle Safety Centres make learning how to ride a bicycle fun for children of all ages and teaches young and old riders how to be more confident on the road network

Pump Tracks not only offer a space to exercise and improve skills, such as balance and coordination, they also provide a community focal point.

The City of Mount Gambier has seen the success of the Rail Trail, and with a purpose of continuing to increase the level of safety and confidence in cycling and walking, the introduction of skill building facilities are recommended, preferably adjacent to primary or secondary cycling/walking routes.

### Speed Limits

#### 3.7 Safer Speeds

Primary, Secondary and Local Bike Routes should be assessed and reviewed for reduced speeds to further increase the safety and alignment with the State's Road Network Strategy.

#### KEY ACTIONS - Objective 3: Safe

Objective	Description
Goal 3.1 – Mid-Block Improvements	Feasibility, assessment, design and implementation of mid-block cycling improvements based on Primary, Secondary and Local definitions.
Goal 3.2 – Primary Cycling Intersections	Prioritise identified primary intersections with a focus on cycling safety improvements
Goal 3.3 – Secondary Cycling Intersections	Prioritise identified secondary intersections with a focus on cycling safety improvements
Goal 3.4 – Pedestrians	Prioritise and investigate pedestrian improvements at high demand and high traffic volume locations
Goal 3.5 – Pedestrian Planning	Schedule a plan for proactively identifying pedestrian locations based on select criteria.
Goal 3.6 – Skill Building Facilities	Investigate demand to consider a new skill building facility adjacent to primary or secondary cycling/walking routes.
Goal 3.7 – Safer Speeds	Consider area wide speed reductions in Mount Gambier.





## Objective 4: Supported Amenities

### 4.1 Natural Landscaping

Consultation prior to the installation of bicycle facilities which incorporate natural landscaping elements, and trees and shrubs should be undertaken across the relevant departments within Council to ensure supported collaboration between infrastructure and the natural environment. Sufficient resources must be allocated for ongoing maintenance.

### 4.2 Facilities

The development of amenities and destinations adjacent to the path, such as bicycle skills tracks, natural planting will add to the overall user experience.

Mid and end-of-trip facilities should reflect the specific climate and terrain of the area and emphasise the unique landscape of Mount Gambier.

The following facilities along Primary and Secondary bicycle routes are essential in supporting the community.

- Shade/Shelters
- Bicycle Parking
- Maintenance Stations
- Water Stations
- Rest Areas
- Skill Building Facilities
- Public Art.

### 4.3 Council Policies and Procedures

Council will need to review policies and procedures e.g. the L130 Land Divisions policy, to incorporate the Shared Path Masterplans objectives and goals (Quality, Connected, Safe, Supported).

Council procedures, such as maintenance frequency is to be reviewed in line with Council's Asset Management Plan Framework and Council budgets. Frequency of maintenance may need to increase based on adverse weather events.

Scheduling and maintenance of shared path assets shall be developed as a goal of this Masterplan.

## Education

### 4.4 Skills Building Facilities

Promotion of skills building facility, such as a mini-road network gives children a real-life experience as they learn how to ride a bicycle in a safe and controlled environment. Council should utilise its marketing resources to encourage, educate and promote the use of the facility. Birthday Parties and other promotional events could be held at the facility.

### 4.5 Way2Go Program

Encouragement for schools to participate in the Way2Go Program



### 4.6 Events

Incorporate walking and cycling events into the Council event calendar.



### 4.7 Design of Wayfinding and Interpretive Signs/Public Art

Design and create Mount Gambier themed wayfinding and interpretative signs to encourage a sense of place and culture within the City.

By engaging with local artists, road murals and public art could be introduced as entry statements to places or within primary cycling routes.

### 4.8 Digital Integration of the Cycling and Walking Network

With new capabilities for digital asset mapping, the integration of the shared pathway network should be represented on a spatial mapping system, suitable for viewing online.

## 4.9 Encourage of Uptake in Strava

Strava Metro is a tool to work with urban planners, trail networks, city governments and safe-infrastructure advocates to understand mobility patterns, identify opportunities for investment and evaluate the impact of infrastructure changes.



Greater use of Strava would assist Council in assessing the active transport network within Mount Gambier, and plan for future improvements."

### KEY ACTIONS - Objective 4: Supported

Objective	Description
Goal 4.1 – Natural Landscaping	Incorporate holistic planning of infrastructure that incorporates attractive natural greening measures
Goal 4.2 – Facilities/Amenities	Introduce and support start-mid-end trip facilities and amenities on primary/secondary bicycle routes
Goal 4.3 – Maintenance	Support through maintenance on cycling and walking routes, inclusive of Goal 2.7
Goal 4.4 – Skill Building Facilities	Promotion of new skill building facilities, and utilising marketing resources to encourage use of the facility.
Goal 4.5 – Way2Go Program	Encourage schools to participate in the Way2Go Program.
Goal 4.6 - Events	Incorporate Walking/Running and Cycling events through liaison with Tourism Agencies
Goal 4.7 – Design of Signage/ Public Art	Design and create place based signage and public art for integration into primary cycling and walking routes.
Goal 4.8 – Digital Integration of Cycling and Walking Network	Digital integration of the cycling and walking network into the Council's spatial database.
Goal 4.9 – Encourage Uptake of Strava	Encourage use of Strava to further understand travel patterns and planning for infrastructure.





## Priority of Actions

The following tables summarise the strategies and actions for implementing cycling and walking improvements in Mount Gambier.

The Action Plan provides the following timeframes:

- Short (next 3 years);
- Medium (3 to 5 years); and
- Long term (5 to 10 years and beyond)
- Ongoing (continue to monitor throughout the Masterplan).

The masterplan applies the following principles when setting priorities:

- Prioritising safe solutions that will have a known net benefit cost ratio in terms of road safety.
- Connecting the gaps in the existing network and providing 'quick wins' to build momentum.
- Aligning with planned Council projects and those identified in State Government strategies and plans.
- Addressing solutions as under it's defined level of change so that the most pressing needs are addressed as a priority.
- Complexity of the action in terms of resourcing effort by relevant stakeholders.
- Investigating better use of existing assets and sustainability along with investment in new facilities and services to maximise benefits and provide value for money.

Quality			Short	Medium	Long	Ongoing
Goal 1.1	Quality in Design	Adopt a Quality in Design Service Level to integrate within engineering practices.	█			
Goal 1.2	Cycling Infrastructure	Adopt and endorse a Cycling Infrastructure Hierarchy for Mount Gambier	█	█		
Goal 1.3	Network Design - Cycling	Adopt and Identify a Functional Cycling Hierarchy for Mount Gambier	█	█		
Goal 1.4	Network Design - Walking	Adopt and Identify a Functional Walking Hierarchy for Mount Gambier	█	█		
Goal 1.5	Guidance for Treatment	Develop and adopt a guidance for treatment in terms of cycling infrastructure	█			

Connected & Inclusive			Short	Medium	Long	Ongoing
Goal 2.1	Primary Routes	Adoption and Endorsement of Primary Routes	█			█
Goal 2.2	Secondary Routes	Adoption and Endorsement of Secondary Routes		█		█
Goal 2.3	Local Routes	Adoption and Endorsement of Local Routes		█		█
Goal 2.4	Future Connections	Adoption and Endorsement of Future Connections		█		█
Goal 2.5	Integration of Shared Path Network	The Shared Path network aims to provide a connective and inclusive City Wide Loop for cycling and walking		█		█
Goal 2.5	Accessibility	Continue to review existing Council policies and endorse a service level as per Goal 1.2			█	█
Goal 2.6	Connectivity	Increase footpath connectivity within Mount Gambier. Priority given to key destinations, public transport and network design set as per Goal 1.4		█		
Goal 2.7	Missing Links	Establish a missing link program that focuses on identifying and repairing defects in the existing footpath network.		█		

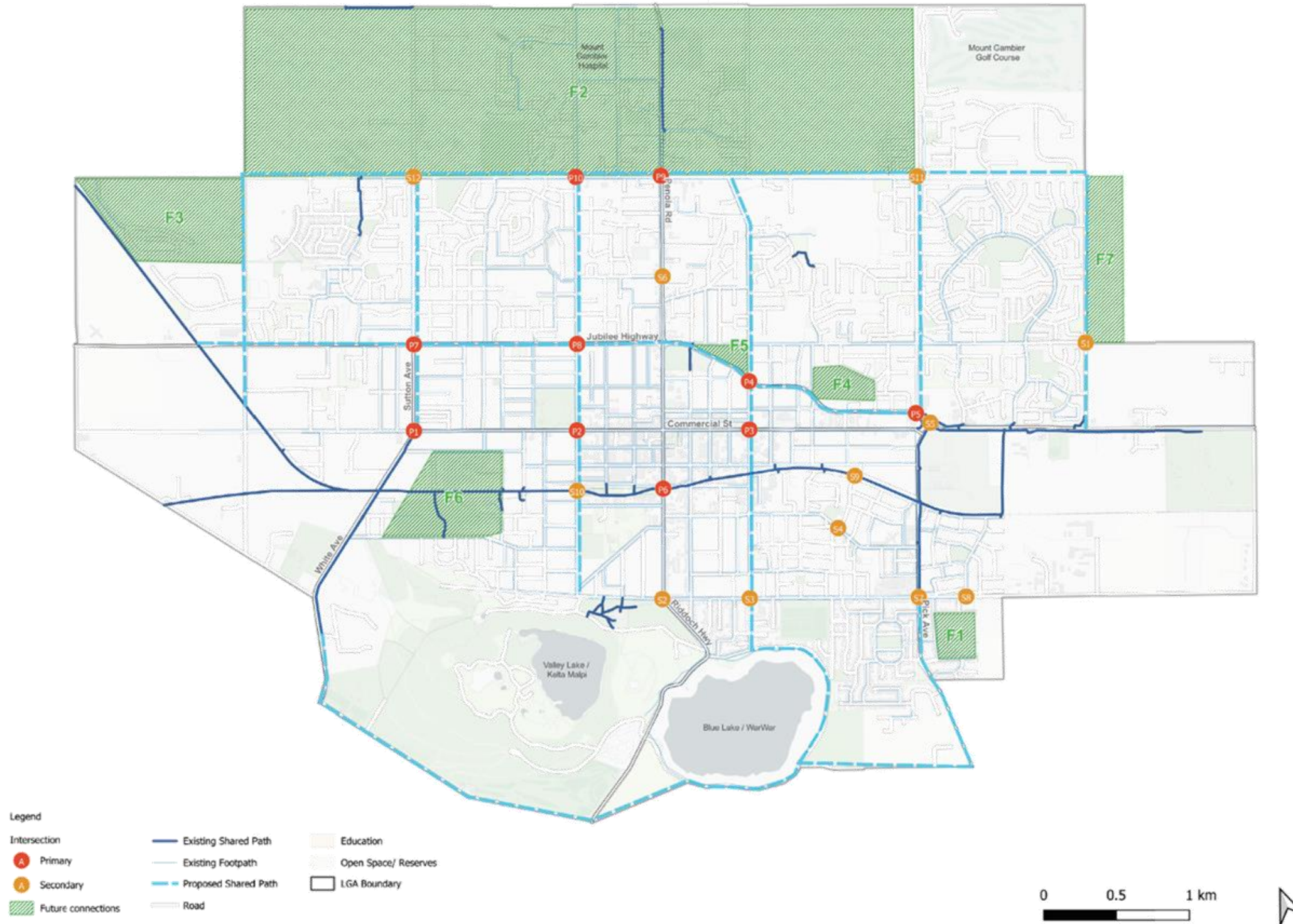
Safe			Short	Medium	Long	Ongoing
Goal 3.1	Mid-Block Improvements	Feasibility and Design of Cycling Treatments established under Goal 1.5		█		
Goal 3.2	Primary Cycling Intersections	Prioritise identified primary intersections with a focus on cycling safety improvements	█			
Goal 3.3	Secondary Cycling Intersections	Prioritise identified secondary intersections with a focus on cycling safety improvements	█			
Goal 3.4	Pedestrians	Prioritise and investigate pedestrian improvements at high demand and high traffic volume locations	█			
Goal 3.5	Pedestrian Crossing Planning	Schedule a plan for proactively identifying pedestrian locations based on select criteria.	█	█		
Goal 3.6	Skill Building Facilities	Installation of a new skill building facility adjacent to primary or secondary cycling/walking routes.	█	█		
Goal 3.7	Safer Speeds	Consider area wide speed reductions in Mount Gambier	█			

Supported			Short	Medium	Long	Ongoing
Goal 4.1	Natural Landscaping	Incorporate holistic planning of infrastructure that incorporates attractive natural greening measures		█		█
Goal 4.2	Facilities/Amenities	Introduce and support start-mid-end trip facilities and amenities on primary/secondary bicycle routes		█		
Goal 4.3	Maintenance	Support through maintenance on cycling and walking routes, inclusive of Goal 2.7		█	█	█
Goal 4.4	Skill Building Facilities	Promotion of new skill building facilities, and utilising marketing resources to encourage use of the facility.	█	█		█
Goal 4.5	Way2Go Program	Encourage schools to participate in the Way2Go Program.			█	█
Goal 4.6	Events	Incorporate Walking/Running and Cycling events through liaison with Tourism Agencies			█	█
Goal 4.7	Design of Signage/Public Art	Design and create place based signage and public art for integration into primary cycling and walking routes.		█		
Goal 4.8	Digital Integration of Cycling and Walking Network	Digital integration of the cycling and walking network into the Council's spatial database.		█		
Goal 4.9	Encourage Uptake of Strava	Encourage use of Strava to further understand travel patterns and planning for infrastructure.			█	█



Map 8 Map of Shared Path Recommendations



## Appendix A High Level Cost Estimates Infrastructure

Masterplan Location Reference	Route Name	Length (km)	Cost (Upper)	Cost (Lower)	Shared Path Loop (Y/N)
P1	Suttontown Road	3	\$450,000	\$330,000	Y
P2	Wireless Road E/W	7	\$1,050,000	\$770,000	Y
P3	Kennedy Avenue	3	\$450,000	\$330,000	Y
P4	Wehl Street N/S	4	\$600,000	\$380,000	Y
P5	Crouch Street N/S	2	\$300,000	\$190,000	Y
P6	Bishop Road	3	\$450,000	\$330,000	N
P6	Pinehall Avenue	4	\$600,000	\$440,000	N
S1	Lake Terrace E	2	\$220,000	\$190,000	N
S2	Heaver Drive	0.4	\$44,000	\$10,000	N
S2	John Powell Drive	0.5	\$55,000	\$12,500	N
S2	Wilga Road	0.4	\$44,000	\$20,000	N
S3	Betula Road	0.3	\$33,000	\$7,500	N
S3	Fartch Street	0.2	\$10,000	\$5,000	N
S3	Heath Street	0.7	\$77,000	\$35,000	N
S3	Kurrajong Street	0.1	\$9,500	\$2,500	N
S3	Queens Avenue	0.6	\$66,000	\$57,000	N
S4	Canavan Road	0.6	\$66,000	\$57,000	N
S5	North Terrace	1.2	\$114,000	\$60,000	N
S6	Allison Street	0.6	\$66,000	\$57,000	N
S7	Tumut Drive	0.6	\$57,000	\$15,000	N
S8	Attamura Road	0.6	\$66,000	\$15,000	Y
S9	Honnington Boulevard	0.4	\$38,000	\$10,000	N
S10	Conroe Drive	2	\$190,000	\$50,000	N
S11	Ferres Street	1.2	\$114,000	\$60,000	N
S11	Mitchell Street	0.6	\$57,000	\$15,000	N

Masterplan Location Reference	Route Name	Length (km)	Cost (Upper)	Cost (Lower)	Shared Path Loop (Y/N)
L1	Acacia Street	1.2	\$114,000	\$30,000	N
L2	Dalkeith Drive	0.6	\$57,000	\$15,000	N
L3	St Martins Drive	0.4	\$44,000	\$10,000	N
L4	Pressey Street	0.6	\$57,000	\$15,000	N
L5	Boandik Terrace	1.4	\$133,000	\$35,000	N
L6	Hanson Street	0.4	\$44,000	\$10,000	N
L7	Comaum Avenue	0.4	\$38,000	\$10,000	N
L8	Shepherdson Road	1.6	\$176,000	\$152,000	N
L9	Mallee Street	0.3	\$15,000	\$7,500	N



## Appendix B High Level Cost Estimates Intersections

Masterplan Location Reference	Intersections	Cost	Shared Path Loop
P1	Commercial Street/Suttontown Avenue	\$500,000 - \$1,000,000	Y
P2	Commercial Street/Wehl Street	\$500,000 - \$1,000,000	Y
P3	Crouch Street/Commercial Street	\$100,000 - \$500,000	Y
P4	Crouch Street/Jubilee Highway	\$100,000 - \$1,000,000	Y
P5	Kennedy Avenue/Jubilee Highway	\$100,000 - \$1,000,000	Y
P6	Rail Trail Intersections	\$1,000,000	Y
P7	Sutton Avenue/Jubilee Highway	\$200,000 - \$1,000,000	Y
P8	Wehl Street/Jubilee Highway	\$200,000 - \$1,000,000	Y
P9	Wireless Road/Penola Road	\$500,000 - \$1,000,000	Y
P10	Wireless Road/Wehl Street	\$100,000 - \$500,000	Y
S1	Attamura Road Connection/North Terrace Connection	\$50,000 - \$100,000	Y
S2	Bay Road/Lake Terrace E Connection	\$100,000 - \$500,000	N
S3	Crouch Street/Lake Terrace E Connection	\$50,000 - \$200,000	Y
S4	Hanson Street/Boandik Terrace	\$20,000 - \$100,000	N
S5	Jubilee Highway/Pick Avenue	\$100,000 - \$1,000,000	Y
S6	Penola Road/Queens Avenue Connection	\$50,000 - \$200,000	N
S7	Pick Avenue/Lake Terrace E Connection	\$200,000 - \$500,000	Y
S8	Pressy Street/Lake Terrace E	\$50,000 - \$100,000	N
S9	Rail Trail/Hanson Street	\$50,000 - \$150,000	Y
S10	Rail Trail/Wehl Street	\$50,000 - \$150,000	Y
S11	Wireless Road/Kennedy Avenue	\$50,000 - \$500,000	Y
S12	Wireless Road/Sutton Avenue	\$50,000 - \$500,000	Y







# Your feedback - Draft Shared Path Master Plan

## SURVEY RESPONSE REPORT

21 February 2024 - 15 March 2024

### PROJECT NAME:

Shared Path Master Plan





Your feedback - Draft Shared Path Master Plan : Survey Report for 21 February 2024 to 15 March 2024



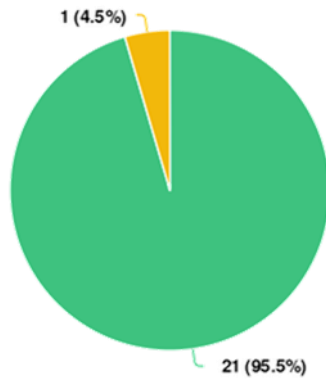
# SURVEY QUESTIONS



Your feedback - Draft Shared Path Master Plan : Survey Report for 21 February 2024 to 15 March 2024



**Q1** Do you support the Draft Shared Path Master Plan?



**Question options**

- Yes
- No

*Mandatory Question (22 response(s))  
Question type: Radio Button Question*



Your feedback - Draft Shared Path Master Plan : Survey Report for 21 February 2024 to 15 March 2024



**Q2 | What could be done to improve the existing draft?**

Screen Name Redacted  
2/29/2024 11:51 AM

A shared path between Pinehurst Drive and Kennedy Ave or alternatively a shared path between and Eldridge Drive and Kennedy Ave. It is dangerous crossing the 80km/hr zone of Wireless Rd East particularly when using a pram as you take longer getting up the curb. If the path was selected between Pinehurst and Kennedy Ave it would require very little pathing to join this two existing paths.

**Mandatory Question** (1 response(s))

**Question type:** Essay Question

**Q3 | Please provide any further comments you have regarding the Draft Shared Path Master Plan**

Screen Name Redacted  
2/25/2024 07:55 AM

Id like to recommend a footpath is definitely required along Keegan Street. It is a popular walking thoroughfare for Stateliner bus passengers between bus station and city centre; and elderly people with walking frames who live along this street are forced to walk on road as current grassy naturestrip isnt compatible with walkers, and Ive seen near misses of cars driving fast along that road with other pedestrians walking on the road, around parked cars - being just a matter of time before an accident happens. The current grassy naturestrips are uneven surfaces, with lots of bees in strawberry clover grass. I highly recommend footpaths in this busy city centre street (currently neither side has any). With many additional units built along this road in the past couple of years there is increasing road and foot traffic in this area. Thank you.

Screen Name Redacted  
2/28/2024 12:04 PM

Cycling path skirting the Blue Lake - intersection/risk point is when turning right to continue around John Watson Drive (cnr of the Tourist Info Centre). This turn off is just past a bend - difficult to get across the road. This then allows the cyclist to take a left down Crouch Street South. Signage/laneway along Grant Avenue would be great. Link from bike path on railway lands at the eastern end near the mills /show grounds to cross over to Tumut linking into Conroe Drive. We all love the bike paths on the railway -so good!!! Beautiful ride out to Caipirco Rd. Maybe place some easy read maps for tourists to borrow the Council bikes with the rail paths highlighted.

Screen Name Redacted

many streets do not have footpaths meaning pedestrians have to



Your feedback - Draft Shared Path Master Plan : Survey Report for 21 February 2024 to 15 March 2024



2/28/2024 01:02 PM

walk on the road as grassed area off kerbs are not level. The bikes lanes are wide which allow sufficient movement to avoid glass and other objects. Paths with safety zones are better and safer than raised separations. it would be great to have the rail trail extended at all points. There is often glass located during warmer months on the path so better lighting for hours of darkness would be great for visibility and safety. As a new resident signs on roads that are deemed safe with no or little truck movement would be great.

Screen Name Redacted

2/28/2024 01:23 PM

I support council putting in a shared pathway along wireless road between Kennedy ave and Attamurra drive. A lot of people walk and run along there its dangerous with no pathway, people are forced to walk on road.

Screen Name Redacted

2/28/2024 04:02 PM

A sidewalk along Matthew flinders way and James cook streets should be added to this!

Screen Name Redacted

2/28/2024 04:37 PM

Showing initiative to get more people on bikes. I support the idea.

Screen Name Redacted

2/28/2024 04:48 PM

Can't wait! I could safely cycle from home to Suttontown Tennis Club!

Screen Name Redacted

2/29/2024 09:00 AM

I suggest a shared path along Wireless Rd East between Kennedy Ave and Attamurra Road. There are lots of people walking (especially with dogs) along this 80 km/h stretch with no footpath. it would complement what has already been done along Kennedy Ave. Thank you.

Screen Name Redacted

2/29/2024 12:01 PM

(slightly off topic) With respect to the crater lake trail, moving in an anti clockwise direction from the sugar loaf up the steps to Centenary Tower, it would be great to have a bench seat part way up the steps for a breather, on the small platform at approximately the level that first provides a view of Valley Lake.

Screen Name Redacted

2/29/2024 04:40 PM

I think you need to consider extending the wireless road footpath , and speed limits along wireless rd so pedestrians are safe . The footpath along Kennedy road was done and is used but then it doesn't go around the whole block back to around on to honnington or right the perimeter around Conroe. If this was done you would have more pedestrians walking further and hopefully safely. It would be better if the speed limit was 60 between the roundabouts along



Your feedback - Draft Shared Path Master Plan : Survey Report for 21 February 2024 to 15 March 2024



wireless rd east because you have to slow down anyway to go around the round about and there are lots of kids that cross over the rd and walk into oranivale from catching the bus . Which can be quite dangerous when cars speed over the hill and come quickly.

Screen Name Redacted

2/29/2024 08:39 PM

Love the plan. Certainly need to ensure cyclists & pedestrians can exercise outdoors safely. Worth getting the local cycling club involved. How about some local history along the cycle paths, cycling history, indigenous history and local history. Picnic areas and shaded areas.

Screen Name Redacted

2/29/2024 09:07 PM

I would really like to see a walking path from Kennedy Ave to Attamurra Rd along Wireless Rd East. I'm assuming this is what Map 8 is laying out. Children get off the bus on Wireless Rd East at Honnington and have to walk along the shoulder of the 80km road. It is an accident waiting to happen.

Screen Name Redacted

3/02/2024 08:40 AM

can't believe the plan dose not fully circle the blue lake , this would be a no brainer for locals and tourists shared paths need to be wider where possible need signage for dogs to be kept on leash , safe distance from cyclists. general signage for motorists , cycle safety . those intrusions that are built on roads at pedestrian/cycle crossings are great if your using them to cross the road but are a danger if you are cycling along that particular road !

Screen Name Redacted

3/03/2024 09:57 AM

I like the idea of shared path loops which are completely independent of the road system. It looks like there is a loop on the plan from the main path that runs through the railway lands around the lakes precinct then back onto the main path again. This is a great idea as what the main path is missing now is a loop . I would suggest another loop north of the city to cater for all the residents on that side. Also I think bike lanes will be used more for recreation than commute to work / school particularly in winter so I would be looking at ways to take bikers away from these Crouch Street intersections. Thanks

Screen Name Redacted

3/04/2024 09:12 AM

The shared paths should consider the steepness of the hills - a path shouldn't be built if no-one (particularly inexperienced or commuter rides) will use it. The path around the edge of the city in particular goes up the side of the Blue Lake hill. The paths north and south should be prioritised.

Screen Name Redacted

Great initiatives for active travel. Doesn't address the massive



Your feedback - Draft Shared Path Master Plan : Survey Report for 21 February 2024 to 15 March 2024



3/05/2024 01:28 PM

underutilisation of public transport and how this plan might connect with that.

Screen Name Redacted

3/12/2024 08:25 PM

Edging on Bike lanes that give cyclist a bit of protection and a visual sign for drivers to know where the bike lane is.

Screen Name Redacted

3/13/2024 11:17 AM

1. You know a lot of people are going to be reading this on phones so why not have a format that fits. Really poor 2. They're are a lot of words in this plan that don't say very much. Key points I was looking for were planned bike routes and improved intersections. They were there but you had to was through a lot of fluff to get there. It seems designed to stop rather than encourage engagement. 3. Having moved from our near the old bunnings where I had excellent access to the bike path into town I was hoping to see some innovation in improving access on the north eastern side of town. Including a pedestrian crossing somewhere between the main roundabout and pick Avenue 4. I also noticed there was no mention of a path through the grassland to join Elm/walnut Avenue to Willow Avenue. I discussed this with council many times. Children from elm Avenue and surrounding streets cannot access Mulga Street Primary on foot without their feet getting wet. It really seems discriminatory considering the low socio economic status of the area.

Screen Name Redacted

3/14/2024 04:43 PM

I support any additional bike paths in Mt Gambier ,especially if they connect to the successful and well used Rail Trail

**Optional question** (19 response(s), 3 skipped)

**Question type:** Essay Question



**19.2 STANDING COMMITTEE ON REGIONAL DEVELOPMENT, INFRASTRUCTURE AND TRANSPORT NATIONAL INQUIRY INTO LOCAL GOVERNMENT SUSTAINABILITY – REPORT NO. AR24/24637**

<b>Committee:</b>	<b>Council</b>
<b>Meeting Date:</b>	<b>16 April 2024</b>
<b>Report No.:</b>	<b>AR24/24637</b>
<b>CM9 Reference:</b>	<b>AF23/328</b>
<b>Author:</b>	<b>Sarah Philpott, Chief Executive Officer</b>
<b>Authoriser:</b>	<b>Sarah Philpott, Chief Executive Officer</b>
<b>Summary:</b>	<b>This report outlines an Inquiry into Local Government Sustainability and proposes a brief outline of topics for inclusion, should Council choose to make a submission which would be due before the next Council meeting in May 2024.</b>
<b>Strategic Plan Reference:</b>	<b>Goal 1: Our People</b> <b>Goal 2: Our Location</b> <b>Goal 3: Our Diverse Economy</b> <b>Goal 4: Our Climate, Natural Resources, Arts, Culture and Heritage</b> <b>Goal 5: Our Commitment</b>

**REPORT RECOMMENDATION**

1. That Council Report No. AR24/24637 titled ‘Standing Committee on Regional Development, Infrastructure and Transport National Inquiry into Local Government Sustainability’ as presented on 16 April 2024 be noted.
2. Council determines that it does/does not wish a submission to be prepared on the basis of the outline provided within this report.
3. If Council determines that it does wish a submission to be prepared, Council notes that the submission will be made by the Administration before the deadline of 3 May 2024, and a final copy of the submission will be reported to the May Council meeting for the purposes of noting.



## TYPE OF REPORT

Corporate

## BACKGROUND

Advice was received from the Office of Tony Pasi MP on 5 April 2024 about the recently announced House of Representatives Standing Committee on Regional Development, Infrastructure and Transport National Inquiry (“the Inquiry”) to examine local government sustainability.

The Committee will inquire into and report on local government matters, with a particular focus on:

- The financial sustainability and funding of local government
- The changing infrastructure and service delivery obligations of local government
- Any structural impediments to security for local government workers and infrastructure and service delivery
- Trends in the attraction and retention of a skilled workforce in the local government sector, including impacts of labour hire practices
- The role of the Australian Government in addressing issues raised in relation to the above
- Other relevant issues.

Submissions are due before the 3 May 2024 deadline.

More information including how to make a submission can be found at:

[https://www.aph.gov.au/Parliamentary\\_Business/Committees/House/Regional\\_Development\\_Infrastructure\\_and\\_Transport/Localgovernmentsustaina](https://www.aph.gov.au/Parliamentary_Business/Committees/House/Regional_Development_Infrastructure_and_Transport/Localgovernmentsustaina)

## PROPOSAL

Council may choose to make a submission to the Inquiry. Noting the timeline for submissions, which falls due before the May Council meeting, a brief outline of topics which could be covered in such a submission is provided below.

Should Council determine that a submission be made on the basis of this outline, the Administration will prepare and make the submission by the due date, with a final copy of the submission then reported back to Council at the May meeting.

The brief outline of topics which would be prepared for submission are:

- Council’s significant asset obligations, with aged infrastructure and increasing costs
- Restoration of Financial Assistance Grants to at least 1 percent of Commonwealth Taxation Revenue as per the agreed position of the Australian Local Government Association (ALGA)
- Increasing road funding grants such as Roads to Recovery and Special Local Roads to ensure the maintenance of road networks within Council’s responsibility, and within the region, as key economic assets and for community safety
- Support for maintenance of key infrastructure and assets including grant programs that are specifically for renewal and maintenance rather than new infrastructure
- Retaining infrastructure grants subprograms (such as Black Spot, Local Roads and Community Infrastructure Program) as they assist in supporting safety, reliance and maintenance outcomes, or where subprograms are terminated, replacing them with





programs that assist local government to continue this work on supporting stronger communities

- Removing or reducing the burden of matching funding/co-contribution for important community infrastructure, reducing the pressure on borrowings, and consideration of applying some grants on a formula-based model reducing the burden of grant writing and adjusting to shifting program guidelines and intentions
- Capacity to attract and retain critical staff or contractor capabilities for delivery of major projects and asset maintenance and renewal
- Support for development of the circular economy, reuse and recapture of resources, and waste management asset assistance

Council is asked to consider whether it wishes for a submission to be made on this basis, and if so, notes that the submission will be prepared by the Administration and submitted before the deadline.

## **LEGAL IMPLICATIONS**

There are no legal implications from this report.

## **STRATEGIC PLAN**

2.1.4 Regularly reviewing and updating Council's Asset Management Plans for each asset category.

2.2.5 Advocating for key initiatives with State and Commonwealth Governments.

3.3.3 Advocating and planning for road, train, airport and communications infrastructure that better connects us with the world.

## **COUNCIL POLICY**

[Political Neutrality and Government Relations](#)

[Partnership Priorities and Advocacy 2024-2025](#)

[A900 Asset Management](#)

## **ECONOMIC IMPLICATIONS**

This report advocates for local government sustainability. There are many services which local government provides, from infrastructure such as roads, to visitor servicing, which build economic strength in our community – a more sustainable local government sector can be more influential in delivering these outcomes.

## **ENVIRONMENTAL IMPLICATIONS**

This report advocates for local government sustainability. Local government has a critical role in environmental management, including waste management and circular economy and maintenance of unique natural places (such as the Crater Lakes). A more sustainable local government sector can be more influential in delivering these outcomes.

## **SOCIAL IMPLICATIONS**

This report advocates for local government sustainability. There are many services which local government provides that supports community cohesion and creates liveable cities. Examples include our libraries which assist in lifelong learning and provide an important safe space where capacity to pay is not a barrier to participation. In advocating for improved financial sustainability, Council's capacity to provide these important services is maintained.

## **CULTURAL IMPLICATIONS**

This report advocates for local government sustainability. A vibrant and creative community has both community benefit and economic benefit. A more sustainable local government sector can be more able to deliver these outcomes.



## **RESOURCE IMPLICATIONS**

The submission, should Council wish to proceed, will be prepared by the CEO and therefore will require an allocation of internal resources to deliver. A submission of this nature is estimated to take in the order of 3–5 hours to prepare.

## **VALUE FOR MONEY**

N/A

## **RISK IMPLICATIONS**

Making a submission of this nature is low risk as the topics proposed have a strong alignment to Council's existing policy and advocacy position. The submission can also be supported by research and advocacy which has previously been undertaken by ALGA and LGASA.

## **EQUALITIES AND DIVERSITY IMPLICATIONS**

Nil

## **ENGAGEMENT AND COMMUNICATION STRATEGY**

### **EXTERNAL ENGAGEMENT IS NOT REQUIRED TO MAKE A SUBMISSION WHICH IS BASED ON EXISTING COUNCIL POSITIONS ON MATTERS OF IMPORTANCE.IMPLEMENTATION STRATEGY**

Should Council decide to proceed with a submission, the CEO will prepare a final based on the dot points contained within this report, submit by the due date, and then provide a final report to the May Council meeting with the final submission attached.

## **CONCLUSION AND RECOMMENDATION**

Local government provides a wide array of services which are fundamental to successful communities. Advocating for financial sustainability when opportunities such as this arise, is a useful way to bring issues to the attention of government and can suggest approaches that make the most difference. Council is asked to determine if a submission should be made on the basis of the dot points contained within this report.

## **ATTACHMENTS**

Nil



**19.3 MOUNT GAMBIER AND DISTRICT TENNIS ASSOCIATION - REQUEST FOR SUPPORT  
– REPORT NO. AR24/24064**

<b>Committee:</b>	<b>Council</b>
<b>Meeting Date:</b>	<b>16 April 2024</b>
<b>Report No.:</b>	<b>AR24/24064</b>
<b>CM9 Reference:</b>	<b>AF23/328</b>
<b>Author:</b>	<b>Elisa Solly, Strategic Development and Recreation Coordinator</b>
<b>Authoriser:</b>	<b>Barbara Cernovskis, General Manager City Infrastructure</b>
<b>Summary:</b>	<b>This report presents a request from the Mount Gambier and District Tennis Association Inc. for Council support to upgrade the lighting facilities at the Olympic Park tennis courts.</b>
<b>Strategic Plan Reference:</b>	<b>Goal 1: Our People</b>
	<b>Goal 2: Our Location</b>
	<b>Goal 3: Our Diverse Economy</b>
	<b>Goal 4: Our Climate, Natural Resources, Arts, Culture and Heritage</b>
	<b>Goal 5: Our Commitment</b>

**REPORT RECOMMENDATION**

1. That Council Report No. AR24/24064 titled 'Mount Gambier and District Tennis Association - Request for Support' as presented on 16 April 2024 be noted.
2. That Council consider the request from the Mount Gambier and District Tennis Association Inc. for financial support in the amount of \$15,000 to assist in the delivery of the proposal to upgrade the lighting at the Olympic Park tennis Courts and:
  - (a) Provide an allocation from the 2024/2025 Grant Funds, conditional upon the Association securing \$35,000 funding from their current submission to the Office of Recreation and Sport.  
*or*
  - (b) Considers the request in the upcoming 2024/2025 budgetary process.  
*or*
  - (c) Refers the request to the 2024/2025 Grant Fund application process.



## TYPE OF REPORT

Corporate

## BACKGROUND

The Mount Gambier and District Tennis Association (“**the Association**”) overarches the activities of a total of 11 individual tennis clubs across several council areas including 6 within the City of Mount Gambier, 4 within District Council of Grant and one within Wattle Range Council. It currently has 450 members.

Olympic Park is the home base for the Centrals Tennis Club, and following the Association’s determination that the courts at Hastings Cunningham Reserve were unsafe and unusable, the Reidy Park Tennis Club has also moved to the site.

The current lights at Olympic Park comprises of Metal Halide Luminaire Technology which is past end of life and failing. Due to this the courts are no longer suitable for community or competitive play during winter months or after dark.

The Association is proposing an upgrade to the lighting facilities at Olympic Park to enable the site to be better utilised for both competitions, coaching and community use.

Council has been presented with the Association’s Strategic Plan which addresses lighting at Olympic Park as an issue for capacity of play at the facility, and the proposal has the support of Tennis Australia.

The Association has applied for the Office for Recreation, Sport and Racing’s “Power of Her” Program which closed for applications on Wednesday 3 April 2024, and, if unsuccessful in securing funding through this program, they will seek further funding as opportunities become available to deliver the lighting upgrade at Olympic Park.

## PROPOSAL

The Association’s proposal involves replacing the Metal Halide lighting with equivalent LED lighting using the existing light towers at the Olympic Park tennis courts.

The proposed retrofit LED lights are transferable and therefore can be refitted elsewhere in the event of an upgrade to the greater facility or future master planning implications.

The lighting upgrade project is estimated to cost between \$75,000 and \$85,000, and the Association’s committee has committed \$25,000 contribution towards the project.

The Association has requested Council’s financial support in the amount of \$15,000 to assist with the delivery of upgraded lights at Olympic Park and to also assist with securing further funding as and when opportunities arise.

## LEGAL IMPLICATIONS

There are no known legal implications in relating to the matter presented in this report.

## STRATEGIC PLAN

Goal 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

The proposal to upgrade the lighting system at the Olympic Park tennis courts is in alignment with the Strategic Priorities and Principles outlined within Council’s [Sport, Recreation and Open Space Strategy \(SROSS\)](#), and more specifically:

1. Our open spaces will be well distributed, safe and accessible by everyone in our community, regardless of where they reside or frequent within the city.
2. Our sport and recreation facilities will be non-exclusive, fit for purpose and share resources to reduce the burden on our volunteers.



SROSS has identified that while Mount Gambier has an oversupply of tennis courts, the majority are non-compliant, and Olympic Park is the only location where lighting is currently available.

### **ECONOMIC IMPLICATIONS**

It is recommended that Council consider the economic implications that this request for financial support resents. If Council chooses to provide funding it should be considered a pre allocation commitment from the 2024/2025 Grant Funds.

### **ENVIRONMENTAL IMPLICATIONS**

There are no environmental implications in relation to this matter.

### **SOCIAL IMPLICATIONS**

The proposed retrofit of lighting at the Olympic Park tennis courts will ensure coaching activities and game play can occur throughout the winter months, and through Spring and Summer after dark increasing the flexibility and usability of the site.

### **CULTURAL IMPLICATIONS**

It is not considered that there are any cultural implications in relation to this report.

### **RESOURCE IMPLICATIONS**

This request represents a financial implication for Council which might be considered during the 2024/2025 budget process.

### **VALUE FOR MONEY**

This proposal represents value for money for Council noting that the Association is proactively seeking further funding opportunities to deliver the LED lighting upgrade at the Council owned facility.

### **RISK IMPLICATIONS**

Council might consider the risks associated with contributing (or not contributing) to this proposal, including from a strategic perspective in relation to the quality and holistic support for community infrastructure.

SROSS identified that Council owned tennis infrastructure, while in over supply, is not compliant and many of the facilities are at end of life. There are no other tennis facilities within the City of Mount Gambier which have lighting facilities.

### **EQUALITIES AND DIVERSITY IMPLICATIONS**

Upgraded lighting at Olympic Park would allow the Association to diversify and utilise the facilities throughout winter months and after dark, and incorporate further racquet sports including Red Ball Rumble, POP and Fast4.

### **ENGAGEMENT AND COMMUNICATION STRATEGY**

Not applicable.

### **IMPLEMENTATION STRATEGY**

Should this request be granted, the implementation may depend on the manner supported, either with allocation of funds being provided if the club can successfully secure further funding or considered in the upcoming financial year (or following years) budgetary process.

### **CONCLUSION AND RECOMMENDATION**

It should be noted that Council's SROSS identified multiple precincts across the city be master planned for the provision of community sporting and recreation infrastructure into the future, of which Olympic Park is one.

The proposed LED light upgrade is transferable and could be relocated when such master planning and/or upgrades occur.



The Council administration has been in discussions with the Mount Gambier and District Tennis Association and Tennis Australia over a long period of time in relation to the tennis facilities at Olympic Park (and other Council sites), their deteriorating condition and the need for some clear direction for the future of tennis within Mount Gambier.

Council should strategically and holistically consider the future provision of community tennis infrastructure across the city and further master plan priorities and commitments.

It is recommended that Council consider the strategic and financial implications of the request from the Mount Gambier and District Tennis Association for financial support in the amount of \$15,000 to assist in the delivery of the proposal to upgrade the lighting system at Olympic Park to support their current funding request to the Office of Recreation and Sport.

Any future funding requests are to be considered via Council's Grant Funding rounds.

#### **ATTACHMENTS**

1. MGDTA Cover Letter and Funding Proposal - Olympic Park Lighting Upgrade [↓](#)
2. Mount Gambier and District Tennis Association - Sporting Infrastructure Request Form - Lighting Proposal [↓](#)
3. Quotation - Olympic Park Lighting Upgrade [↓](#)
4. Mount Gambier and District Tennis Association - Extract of Committee Minutes 24/03/25 [↓](#)





Mount Gambier & District Tennis Association

PO BOX 1469

Mount Gambier

South Australia 5290

**Re: Olympic Park Tennis Complex Lighting Upgrade, 5a Margaret St, Mount Gambier**

To Whom It May Concern

I can advise that the current court lighting at the Olympic Park tennis complex comprises metal halide luminaire technology which are past their end of life and are failing.

There are nine courts in total at the venue and lighting for all nine courts is either failing or inadequate. The top three courts have been installed with netball lights as a stop gap measure which has not been successful as they are too dull. The middle row court lighting continues to blow globes within weeks of installation, which results in great cost to the Association and the bottom row of courts has one tower which has been deemed unrepairable. Electrician attendance and investigation has not been able to restore the required functionality to any of the affected light towers.

Current conditions are such that these courts are no longer suitable for community or competitive play after dark which has reduced the flexibility of match scheduling (Friday night fixtures no longer occur), coaching activities are severely curtailed and social competitions have ceased due to the poor quality of lighting.

This is directly impacting on the ability of tennis coaches to hold sessions after dark and has limited the ability of junior and senior players to train and compete.

Whilst this project does not resolve the substantial issues relating to the tennis court playing surface and surrounds, the LED lighting technology we are proposing to install is transferable to other venues or new towers if the City of Mount Gambier determines that tennis does fit within the blueprint of the area long term, therefore we believe the investment is substantiated and essential.



Proposed funding for the project to replace the lighting at the Olympic Park tennis complex is detailed in the table below.

<b>Total Project Cost:</b>	\$75,000
<b>Association Funds:</b>	\$25,000
<b>Office of Racing, Sport and Recreation (ORSR):</b>	\$35,000
<b>Council Contribution:</b>	\$15,000

Yours Sincerely,

Andrew van den Hurk  
President  
Mount Gambier & District Tennis Association  
[president@mgdta.org.au](mailto:president@mgdta.org.au)







### Sporting Infrastructure Request Form

<b>Name of Club</b>	Mount Gambier & District Tennis Association		
<b>Name of person completing this form</b>	Andrew van den Hurk	<b>Position at the club</b>	President
<b>Email address</b>	president@mgdta.org.au	<b>Phone number</b>	██████████
<b>Are you an incorporated organization/club</b>	<input checked="" type="checkbox"/> Yes Incorporation number: A3851	<input type="checkbox"/> No It is a requirement to be incorporated, please meet criteria before continuing form	
<b>Request is for</b>	<input checked="" type="checkbox"/> Council Grant/sponsorship  If your club is seeking financial support from Council (less than \$50,000) please also refer to grants/sponsorship program page to apply for funding	<input type="checkbox"/> Council written support	<input type="checkbox"/> Landowners consent
<b>Name of project/request</b>	Olympic Park Tennis Complex Lighting Upgrade		
<b>Proposed works</b>	<input type="checkbox"/> New infrastructure	<input type="checkbox"/> Upgrade infrastructure	<input checked="" type="checkbox"/> Partial upgrade to infrastructure
<b>Project description</b>	Retrofit new LED lighting to all existing towers at Olympic Park, 5a Margaret Street, Mount Gambier.		
<b>Request amount</b>	\$15,000	If seeking Council funds over \$50,000 a formal report will be provided to Council for consideration.	
<b>Does the Club have a minimum of \$20 Million public liability Insurance</b>	<input checked="" type="checkbox"/> Yes Provide copy of certificate	<input type="checkbox"/> No Please ensure Club has required insurance certificate uploaded prior to submitting this form.	
<b>Council Land</b>			
<b>Is the project/facility on council owned/managed land</b>	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No Proceed to Strategic Alignment and Support Section	<input type="checkbox"/> Unsure Contact Council's Property Officer before continuing this form
<b>Do you have a tenure with Council</b>	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes, Lease	<input type="checkbox"/> Yes, Licence

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		Expiry date: Holding over lease	Expiry Date:			
<b>Does your lease/licence give implied consent for the project/request?</b>	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Unsure Contact Council's Property Officer before continuing this form.			
<b>Does the project/request fit with the applicable Community Land Management Plan</b>	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No Do not proceed with form, contact Council's Property Officer	<input type="checkbox"/> NA Facility is not on community land <input type="checkbox"/> Unsure Do not proceed with form, contact Council's Property Officer			
<b>Strategic Alignment and Support</b>						
<b>Are the requested works in your clubs strategic or business plan?</b>	<input checked="" type="checkbox"/> Yes Please provide a copy of your plan	<input type="checkbox"/> No Please contact Council for a strategic plan template or attach evidence of need and community benefits	<input type="checkbox"/> Unsure Do not complete form any further, please speak with relevant Club Committee Members for further info to address this criteria.			
<b>How does the request/project align with Councils Strategic Plan</b>						
<input checked="" type="checkbox"/> <b>Our People</b> A safe and inclusive City where access to quality services and facilities support a socially connected, vibrant & healthy community.	<input checked="" type="checkbox"/> <b>Our Location</b> A perfectly centered place where people aspire to live, work, visit & invest	<input type="checkbox"/> <b>Our Diverse Economy</b> A diversified, innovative & resilient economy that generates jobs & services	<input type="checkbox"/> <b>Our Climate, Natural Resources, Arts, Culture &amp; Heritage</b> A culturally – inspired City that's strives to minimize its ecological footprint			
<b>Which of Councils Sporting Infrastructure Guiding Principles does the project/request deliver?</b>						
<b>Fit for People</b>		<b>Fit for Location</b>		<b>Fit for Purpose</b>	<b>Fit for the Future</b>	
<input checked="" type="checkbox"/> Inclusive, welcoming and safe sport and recreation facilities for everyone	<input checked="" type="checkbox"/> Flexible and multi-use sporting facilities	<input checked="" type="checkbox"/> Sports facilities contribute to sense of place, community connection and enhance our open spaces	<input checked="" type="checkbox"/> Equitable planning and provision of sporting infrastructure that aligns with facility classification, corresponding service area and evidence-based community need	<input checked="" type="checkbox"/> User groups are supported with the right standard of infrastructure to meet needs and support participation	<input checked="" type="checkbox"/> Sporting infrastructure is innovative, adaptable, takes advantage of technology and is environmentally sustainable as to respond to changing community needs	<input checked="" type="checkbox"/> Sporting development meets the needs of our current community without compromising the ability of future generations to meet their needs

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<b>Is there a Masterplan/ Guiding Principles or similar document for facility/ reserve</b>		<input type="checkbox"/> Yes Name:	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Unsure
<b>Required approvals</b>				
<b>Committee Meeting Endorsement</b>	<input type="checkbox"/> No Request/project needs Committee Approval, do not submit form until criteria met.	<input checked="" type="checkbox"/> Yes Date: 24/03/2024	Please provide a copy of the Meeting Minutes	
<b>Association Approval</b>	<input checked="" type="checkbox"/> Yes Please provide evidence	<input type="checkbox"/> No	<input type="checkbox"/> Not Applicable, please specify why?	
<b>State/National Body approval</b>	<input checked="" type="checkbox"/> Yes Provide evidence	<input type="checkbox"/> No, Request/project needs Committee Approval, do not submit form until criteria met.		
<b>Evidence of approval from User Groups effected by the Project</b>	<input checked="" type="checkbox"/> Yes Provide evidence	<input type="checkbox"/> No, request/project requires consultation with effected User Groups, do not submit form until criteria met.	<input type="checkbox"/> NA, please specify why:	
<b>Request/project information</b>				
<b>Key dates</b>	<b>Start:</b> September 2024	<b>End:</b> September 2024		
<b>Project address/site plan</b>	<b>Address:</b> 5a Margaret Street, Mount Gambier	Site plan (Provide a copy)		
	<b>Specific facility/asset:</b> Olympic Park Tennis Complex	Contact council if need copy of reserve/facility map or download from google maps.		
<b>Is the facility currently fit for purpose</b>	<input type="checkbox"/> Yes, If so why is the project/request required?	<input checked="" type="checkbox"/> No, please specify why not: Current lighting is past its end of life, and is only partially functional. The current lighting system is unable to be repaired and needs immediate replacement.		
<b>Sporting code/facility standards</b>				
<b>Does the facility currently meet sporting code/facility standards</b>	<input type="checkbox"/> Yes Why is the request/project needed?	<input checked="" type="checkbox"/> No How is the facility non-compliant? The Olympic Park tennis courts and lighting are no longer compliant and past their end of life. Lighting unable to be repaired and therefore is not sufficient for night time play.		
<b>Will delivery of the project/request meet the required code/standards</b>	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No, if not why not?		
<b>Budget</b>				
<b>Total cost</b>	\$ 75,000 - \$85,000			

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<b>In kind</b>	Source(s):	Amount: \$	
<b>Grant funding (confirmed)</b>	Source(s):	Amount: \$	Please provide a copy of signed Funding Agreement
<b>Grant Funding (to be sought)</b>	Source(s):	Amount: \$	
<b>Note: this form is not an application for Councils grants or sponsorship programs. A separate application must be submitted for Council grants or sponsorships. If the request for Council funds is over \$50,000 a report will be presented to Council for consideration.</b>			
<b>Council funds</b>	Amount: \$15,000	Application approved?	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Quotes</b>	Please provide copies of quotes to support your request		
<b>Will the proposed works increase ongoing operating costs? Eg power or water usage</b>	<input type="checkbox"/> Yes, Please specify detail below:		<input checked="" type="checkbox"/> No
<b>Has the club allocated funds or is the club prepared to fund the replacement/ maintenance costs of the project?</b>	<input checked="" type="checkbox"/> Yes, please specify the details below: The retrofit LED lights are transferable and therefore can be fitted to new towers in the event of a major upgrade or relocated to another venue in the event council choose not to house the MDGTA at this venue long term. Lower maintenance costs and lower electricity bills will be achieved.		<input type="checkbox"/> No  It is recommended that consideration be made to ongoing maintenance and/or replacement costs to ensure longevity and useable life of the project.
<b>Evidence of need</b>			
<b>Please provide your clubs membership and participation profile (Provide evidence)</b>		A template is available for you to complete if required , contact Council for a copy	
<b>Please outline how the project meets:</b> <ul style="list-style-type: none"> <li>• An evidence-based community need</li> <li>• Equitable planning and provision of sporting infrastructure that aligns with the current facility classification</li> <li>• A current gap in provision in facility service area (eg not replicating similar facility close by)</li> </ul>		Currently no other tennis venue in the City of Mount Gambier or District Council of Grant boundaries have lighting facilities for tennis courts. The lighting at Olympic Park is no longer acceptable for match play (competition or social), as not all towers are working and are not repairable.  Lighting at Olympic Park is essential to ensure coaching activities and game play can occur throughout the winter months, and also through Spring and Summer after dark.  As the project is just replacing like for like, it meets the need of the community and the MGDTA.	
<b>How will the project/request maximise use of the facility eg increases multi-use, accessibility and</b>		- Allow night fixtures to return in the Summer season, - Allow social competitions to be reintroduced (which was stopped due to poor lighting), - Allow our female tennis coaches to continue coaching activities after dark, to ensure the development of our junior female and male players.	





<p><b>inclusion, female participation, community use etc?</b></p>	
<p><b>How does the project provide Sporting infrastructure that is innovative, adaptable, takes advantage of technology and is environmentally sustainable as to respond to changing community needs?</b></p>	

Before submitting form please ensure that all questions have been answered and required evidence is provided. If you have any questions or require support to complete this form please contact Councils Strategic Development Coordinator prior to submission.

I, Andrew van den Hurk, a duly appointed delegate of Mt Gambier & District Tenpi certify that the information provided in this form and attached documentation is true and correct to the best of my knowledge.

**Signature:**

**Date:** 27 March 2024

**Required evidence attached (please tick):**

- Public Liability Insurance Certificate
- Copy of Club's Strategic or Business Plan or evidence of need/benefit
- Copy of Meeting Minutes approving project/request
- Evidence of Local Association support for project/request
- Evidence of State Sporting Association support for project/request
- Evidence of consultation/approval from effected Groups/Clubs
- Site plan (proposed project location)
- Copy of quote(s)
- Club membership/participation profile

**If applicable:**

- Signed funding agreement





Office Use Only				
Has all required information been provided on the form	<input type="checkbox"/> Yes	<input type="checkbox"/> No, what is missing:		
Number of years club has leased/had licence for facility				
Is the facility included in Councils BAMP	<input type="checkbox"/> No	<input type="checkbox"/> Yes, When is/was it due for renewal Date:		
Has Council provided infrastructure funding to club in the past 10 years?	<input type="checkbox"/> Yes, if so what for and amount:		<input type="checkbox"/> No	
Scoring Matrix				
Assessment criteria	Details	Possible score	Weighting	Score
Completion of entire form	Form is completed and all required documentation is provided	Complete application submitted	Incomplete application (not to be assessed)	
Alignment with Policy Guiding Principles	How well does the project deliver the 8 principles	20	20%	
Building condition	Current condition rating	10	10%	
Fit for purpose and functionality	Project will improve facility that is not fit for current use	10	10%	
	Facility is already fit for purpose and project is to add value			
Sport code/ facility requirements	Code requirements not provided in form	10	10%	
	Facility already meets code			
	Project will upgrade to meet code			
	Project will not meet code			
Participation Outcomes	Project will maximise the use of the facility to meet current/future need	10	10%	
	Project will maintain current participation			
	Project will reduce participation			
	Project will cater for new user groups not currently catered for			
	Project enhances accessibility and inclusion for people of all ages			
Need and Community Benefit	Project will improve the self-sufficiency and financial viability of the club	30	40%	
	Project will enable increased use of underutilized facility			
	Project will provide innovative and adaptable facilities			
	Crime-prevention through environmental design, universal design and/or best practice models have been proposed			
<b>TOTAL</b>		100	100%	

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Mount Gambier & District Tennis Association

Attention: Andrew Van den Hurk

RE: ESTIMATE - QUOTATION FOR ELECTRICAL

Dear Andrew,

Please find listed below our estimate price will be as follows and includes;

1. Remove old lights off existing poles, replace with 12 x 1000 w and 12 x 1200 w fittings
2. Remove old control gear, fit new and connect.
3. Look at adding extra weight to poles, to correct the weight difference in light fittings.
4. Use existing switchboard and feeds to poles.

ESTIMATE PRICE ONLY \$68,556.00 + GST = \$74,411.60

Estimate Price Valid Only For 30 Days.

Klaassens Contractors Trade Terms 14 Days.

No allowance for any SA Power Networks fees/charges that may incur.



NOTE:- Old fittings and control gear to be remove by Tennis Association.

On acceptance of this quotation a 50% up front payment will be required.

Thank you for the opportunity of quoting for this work. Should there be any information required, please do not hesitate in contacting me.

Kind Regards Chris  
KLAASSENS CONTRACTORS





Mount Gambier and District Tennis Association  
Committee Meeting Minutes  
Monday 25<sup>th</sup> March at 7.00pm  
Olympic Park, Mount Gambier

---

**1. Present**

Cassie Edwards, Tim Benny, Andrew van den Hurk, Mitch van Riet, Tessa Megaw, Ashlea  
Dunn, CJ Arnold

**2. Apologies**

Kristy Arnold, Brady Cook, Eliza Cole



6.3 Lighting Upgrade – Approx. cost \$75,000 from last estimate. Discussed whether to aim for nine or six courts lighted, aiming for nine as do not think it will be much more to do an extra bay.



*Motion: Commit \$25,000 contribution toward light upgrade at Olympic Park*

Moved by Andrew, seconded by Ashlea, all in favour



**19.4 AUDIT AND RISK COMMITTEE TERMS OF REFERENCE – REPORT NO. AR24/25610**

<b>Committee:</b>	<b>Council</b>
<b>Meeting Date:</b>	<b>16 April 2024</b>
<b>Report No.:</b>	<b>AR24/25610</b>
<b>CM9 Reference:</b>	<b>AF23/328</b>
<b>Author:</b>	<b>Ashlee Pasquazzi, Executive Administrator Corporate and Regulatory Services</b>
<b>Authoriser:</b>	<b>Jane Fetherstonhaugh, General Manager Corporate and Regulatory Services</b>
<b>Summary:</b>	<b>This report presents the Audit and Risk Committee Terms of Reference for adoption following review by the Committee.</b>
<b>Strategic Plan Reference:</b>	<b>Goal 1: Our People</b> <b>Goal 2: Our Location</b> <b>Goal 3: Our Diverse Economy</b> <b>Goal 4: Our Climate, Natural Resources, Arts, Culture and Heritage</b> <b>Goal 5: Our Commitment</b>

**REPORT RECOMMENDATION**

1. That Council Report No. AR24/25610 titled 'Audit and Risk Committee Terms of Reference' as presented on 16 April 2024 be noted.
2. That the Audit and Risk Committee Terms of Reference as attached to Report No. AR24/25610 be adopted.



## **TYPE OF REPORT**

Other

## **BACKGROUND**

In November 2022, Council established a decision-making structure that included the Audit and Risk Committee. The Terms of Reference for this Committee require review at least once every two years, with the most recent review taking place in December 2022.

To ensure the Terms of Reference were comprehensive and aligned with best practices, initial drafts were presented to the Committee in early December. These drafts underwent further refinement through benchmarking with other South Australian Councils to incorporate any relevant improvements or enhancements. The revised Terms of Reference were subsequently reviewed and formally adopted by the Audit and Risk Committee on 13 December 2022.

Amidst legislative changes, the Terms of Reference were adjusted to align with the new requirements prior to the legislation's effective date in November 2023.

Members of the Committee have been actively engaged with and have provided valuable feedback during a workshop held in February 2024, demonstrating their commitment to ensuring the Terms of Reference remain relevant and effective in guiding the Committee's operations.

## **PROPOSAL**

The draft Terms of Reference for the Audit and Risk Committee include minor changes marked in red, such as adjustments to comply with legislation, the addition of new reporting obligations, and the inclusion of participation by electronic means for members.

Further changes were made prior to the Audit and Risk Committee in April 2024, marked in blue, following review by Committee members. The proposed changes include removing specific role titles for advisors and substituting them with a reference to Council staff. Additionally, references to the Chairperson were replaced with the term 'Presiding Member' to align with the terminology in the Local Government Act.

At the Audit and Risk Committee meeting on 8 April 2024, an additional change was proposed to extend the term for an existing Presiding Member from one year to a maximum of 2 years. The draft Terms of Reference, including this proposed change, are provided for Members' review with the change highlighted in green.

## **LEGAL IMPLICATIONS**

As outlined in this report, the Local Government Act Statutes Amendment (Local Government Review) Act 2021 has been considered in the development of these recommendations.

## **STRATEGIC PLAN**

Nil

## **COUNCIL POLICY**

[T150 Treasury Management Policy](#)

[B300 Budget Framework Policy](#)

[F225 Fraud and Corruption Prevention Policy](#)

[P415 Prudential Management](#)

[R105 Rating](#)

## **ECONOMIC IMPLICATIONS**

Nil



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## **ENVIRONMENTAL IMPLICATIONS**

Nil

## **SOCIAL IMPLICATIONS**

Nil

## **CULTURAL IMPLICATIONS**

Nil

## **RESOURCE IMPLICATIONS**

Nil

## **VALUE FOR MONEY**

Nil

## **RISK IMPLICATIONS**

A high functioning Audit and Risk Committee is a valuable resource in Council's overall risk strategy and management.

## **EQUALITIES AND DIVERSITY IMPLICATIONS**

Nil

## **ENGAGEMENT AND COMMUNICATION STRATEGY**

Nil

## **IMPLEMENTATION STRATEGY**

The terms of reference once adopted will be uploaded onto Council's website. Audit & Risk Committee reports will also include details of their alignment to the Terms of Reference.

## **CONCLUSION AND RECOMMENDATION**

This report recommends that the updated Audit and Risk Committee Terms of Reference having been reviewed by the Audit and Risk Committee at its meeting on 8 April 2024, be adopted.

## **ATTACHMENTS**

1. DRAFT Audit and Risk Committee - Terms of Reference March 2024 [↓](#)





## **Audit and Risk Committee**

### **TERMS OF REFERENCE**

A Committee of Council  
established pursuant to the provisions of  
Sections 41 and 126  
of the Local Government Act 1999

Terms of Reference for the conduct of the business of the Audit and Risk Committee were approved and adopted by the City of Mount Gambier at its meeting held on ~~13 December 2022~~.



**Audit and Risk Committee**

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**1. ESTABLISHMENT:**

- 1.1 Legislation** - Pursuant to Sections 41 and 126 of the Local Government Act 1999 the Council has established a Committee to be known as the City of Mount Gambier Audit & Risk Committee ("the Committee").
- 1.2 Purpose** – According to Section 126 (1a) The purpose of an audit and risk committee established by a council is to provide independent assurance and advice to the council on accounting, financial management, internal controls, risk management and governance matters.
- 1.3 Functions** - The functions of the Audit and Risk Committee include, per the Local Government Act 1999, Division 2, Section 126 (4):
- (a) reviewing annual financial statements to ensure that they present fairly the state of affairs of the council; and
  - (b) proposing and providing information relevant to, a review of the council's strategic management plans or annual business plan; and
  - (c) monitoring the responsiveness of the council to recommendations for improvement based on previous audits and risk assessments, including those raised by a council's auditor; and
  - (d) proposing and reviewing, the exercise of powers under section 130A; and
  - (e) liaising with the council's auditor in accordance with any requirements prescribed by the regulations; and
  - (f) reviewing the adequacy of the accounting, internal control, reporting and other financial management systems and practices of the council on a regular basis; and
  - (g) —
    - (i) if the council has an internal audit function—
      - (A) providing oversight of planning and scoping of the internal audit work plan; and
      - (B) reviewing and commenting on reports provided by the person primarily responsible for the internal audit function at least on a quarterly basis; or
    - (ii) if the council does not have an internal audit function, reviewing and commenting on an annual report provided by the chief executive officer in relation to the policies and processes adopted by the council to evaluate and improve the effectiveness of its internal control practices and procedures; and
  - (h) reviewing and evaluating the effectiveness of policies, systems and procedures established and maintained for the identification, assessment, monitoring, management and review of strategic, financial and operational risks on a regular basis; and
  - (i) reviewing any report obtained by the council under section 48(1); and
  - (j) performing any other function determined by the council or prescribed by the regulations.



- 1.4 **Delegation** - 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.

**2. INTERPRETATION:**

- 2.1 For the purpose of these Terms of Reference, unless inconsistent with the subject matter or context:

<b>Term</b>	<b>Interpretation</b>
<b>Act</b>	The Local Government Act 1999 and includes all Regulations and Schedules.
<b>Committee</b>	The Committee of Council established pursuant to clause 3.
<b>Committee Member</b>	The persons appointed by the Council to the Committee pursuant to clause 4.
<b>Commencement Date</b>	The date on which the Committee is established and becomes operative pursuant to clause 3.
<b>Council</b>	The City of Mount Gambier that established the Committee and to which the Committee reports.
<b>Presiding Member</b>	The person appointed to that position pursuant to clause 5.
<b>Observers</b>	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.
<b>Sub-Committee</b>	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** - All communications to be given to the Committee shall be addressed to:

City of Mount Gambier Audit and Risk Committee  
PO Box 56  
MOUNT GAMBIER SA 5290  
Email: [city@mountgambier.sa.gov.au](mailto:city@mountgambier.sa.gov.au)

**3. AUTHORITY:**

- 3.1 **Overall Objective** - The Committee is created with the express objective of providing considered advice to Council within the scope of its purpose and reasons for establishment.
- 3.2 **Delegation Status** - The Committee does not have delegated powers or delegated financial responsibilities or authority to implement actions in areas over which management has responsibility.
- 3.3 **Management Function** - Therefore, the Committee does not have any



management function and is independent to management.

3.4 **Council Authorisation** - Within its scope of responsibility, Council authorises the Committee to:

- (a) perform activities within the scope of this Terms of Reference;
- (b) require the attendance of Senior Council Officers at meetings as required;
- (c) have access to members of Executive Leadership Team, employees and relevant information;
- (d) oversee the performance and meet with both the external auditor and the internal auditor;
- (e) request necessary financial resources to be provided to enable the Committee to receive any necessary legal, accounting or other professional advice.

4. **MEMBERSHIP/COMPOSITION:**

4.1 **Membership** - Members of the Audit & Risk Committee are appointed by Council. The size of the Committee be between three (3) and five (5) members (inclusive) consistent with any Regulations and shall consist of:

- At least one (1) Councillor;
- At least two (2) Independent members.

4.2 **Appointment to Committee** - 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.

4.3 **Resignation** - Of the appointment must be in writing.

4.4 **Confidentiality** - Committee members shall not directly or indirectly release or make available to any person any information relating to the work or discussions of the Committee of which he or she is a member or was in his or her possession except in accordance with such terms and in such a manner as stipulated by City of Mount Gambier Council.

4.5 **Vacancies** – A vacancy in the membership of the committee will not invalidate any decisions of the committee, provided a quorum is maintained during meetings.

4.6 **Advisors** - The Chief Executive Officer (CEO) and delegates are not members of the Committee, but should attend meetings in an advisory capacity.

4.7 **Role of Mayor** - Is an ex officio member of the Committee.

4.8 **Council Members** - The Council members of the Committee shall be appointed by Council at its Statutory Meeting, unless otherwise determined by the [Presiding Member](#) of the Committee.

4.9 **External Auditors** - 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.

4.10 **Voting Rights** - Only members of the Committee are entitled to vote (move and second) in Committee meetings.

4.11 **Role of Council Staff** - Members of Council's staff may attend any meeting as observers and be responsible for preparing papers for the Committee.



- 4.12 **Committee Meeting Location** - In accordance with the principles of open, transparent and informed decision making, Committee meetings must be conducted in a place open to the public.

## 5 **INDEPENDENT MEMBERS**

Independent Members are external members who are neither Councillors or a member of Council staff, as outlined in section 126(2) of the Act.

- 5.1 **Required Skills & Experience** - Independent Members shall have senior business or financial management/reporting knowledge and expertise, and be conversant with the financial, risk management and governance issues, and have extensive accounting, auditing or legal skills and other reporting requirements of Local Government.
- 5.2 **Appointment** - The appointment of external independent members shall be made by Council resolution following public advertisement in the local newspaper **or appropriate website** and Council website.
- 5.3 **Tenure** - Independent members shall be appointed for a term of two years, after which time Council can choose to exercise an option to renew the appointment for another term. Independent members can only serve for two consecutive terms without public advertisement, however, members may re-apply at the end of their term(s) and be re-appointed for further terms through the public advertisement process.
- 5.4 **Remuneration** - Remuneration paid to independent members will be a set fee per meeting with an additional amount paid to the **Presiding Member**. Travelling costs will also be reimbursed.
- 5.5 **Resignation** - In the event of a resignation of an external independent member or statutory change, the Committee has the option to review unsuccessful applicants from the initial recruitment process and recommend to Council to appoint an applicant, if this occurs within the previous 12 month period.



6. **COUNCIL MEMBERS**

- 6.1 **Appointment** - The Council member(s) of the Committee shall be appointed by Council at its Statutory Meeting, unless otherwise determined by the **Presiding Member** of the Committee.
- 6.2 **Proxy Member** - May be appointed by ~~members of~~ Council. Only members of the Committee are entitled to vote in Committee meetings. If the member of Council who is a Committee member is unable to participate in a Committee meeting, then the appointed proxy member is able to participate in the Committee meeting and is entitled to vote.
- 6.3 **Tenure** - The tenure of the Council member on the Committee will be for the term of Council unless otherwise determined.

7 **COMMITTEE PRESIDING MEMBER:**

- 7.1 **Role** – The role of the **Presiding Member** is to:
- **Meeting Conduct** - Oversee the orderly conduct of meetings in accordance with the *Local Government Act 1999*, the *Local Government (Procedures at Meetings) Regulations 2013* and the Council's Code of Conduct for Meeting Procedures;
  - **Guiding Principles** - Ensure that the Guiding Principles in Regulation 4 are observed and that all Committee Members have an opportunity to participate in discussions in an open and responsible manner.
- 7.2 **Appointment** - The **Presiding Member** of the Committee must be appointed by Council resolution and be an independent member. The **Presiding Member** will be appointed for two years.
- 7.3 **Tenure** - After serving two years, the Committee may choose to appoint the **Presiding Member** for ~~a further one-year term~~ a period of up to 2 years or the Committee may choose to nominate another **Presiding Member** from the independent membership. The process will be dependent on the Committee seeking nominations from the current independent membership and providing a report to Council for endorsement.
- 7.4 **Acting Presiding Member** - In the absence of the appointed **Presiding Member** from a meeting, the meeting will appoint an acting **Presiding Member** from the Independent members present at the meeting.

8. **NOTICE OF MEETINGS:**

- 8.1 The Committee shall conduct its meetings at the Council ~~Chamber building~~, 10 Watson Terrace, Mount Gambier.
- 8.2 In accordance with Section 87 of the Act a notice of each meeting confirming the venue, date and time, together with an agenda of items to be discussed, shall be forwarded to each member of the Committee and observers, no later than three (3) clear days before the date of the meeting. Supporting papers shall be sent to Committee Members (and to other attendees as appropriate) at the same time.

9. **MEETINGS AND DOCUMENTATION:**



- 9.1 **Number of Meetings** - Aligned with legislation there must be at least 1 meeting of an audit and risk committee in each quarter. ~~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.
- 9.1 **Additional Meetings** – Shall be convened at the discretion of the **Presiding Member** or at the written request of a Committee member, the CEO or the internal or external auditors.
- 9.2 **Quorum** - At all meetings of the Committee a quorum must be present, noting the following:
- No business shall be transacted at any meeting of the Committee unless a quorum of Members is present.
  - 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 authorities, powers and discretions vested in or exercisable by the Committee.
- 9.3 **Role of Presiding Member** - 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.
- 9.4 **Voting Rights** - 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.
- 9.5 **Deliberate Vote** - Each Member of the Committee including the **Presiding Member** present at any meeting of the Committee shall have one deliberate vote only.
- 9.6 **Meeting Access** - 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.
- 9.7 **Participation via electronic means** - A Committee Member may participate, and is considered as being present at a meeting if using telephone or other electronic means as long as the Committee Member has advised the Chief Executive Officer a minimum of 24 hours prior to the commencement of the meeting.
- 9.8 **Documents** - Members of the public shall have access to all documents related to the Committee unless prohibited by resolution of the Committee under the confidentiality provisions of Section 90 and 91 of the Local Government Act 1999.

## 10. MINUTES OF MEETINGS:

- 10.1 **Role of The CEO** - The CEO shall ensure that the proceedings and resolutions of all meetings of the Committee, including recording the names of those present are minuted and that the minutes otherwise comply with the requirements of the *Local Government (Procedure at Meetings) Regulations 2013*.
- 10.2 **Minutes Review** - The **Presiding Member** will review the minutes within one week of the meeting and these will be presented to the next practicable Council



meeting. The minutes will then be formally approved at the subsequent meeting of the Committee.

- 10.3 **Minutes Availability** – Minutes shall be made available to all Members of the Committee, Council and the public section 90 of the Local Government Act applies.
- 10.4 **Minutes Confirmation** - 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 **Submission To Council** - 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. MEETING PROCEDURE:

- 11.1 **Legislation** - The Committee shall conduct meetings in accordance with the *Local Government Act 1999, Local Government (Procedures at Meetings) Regulations 2013* and Council Determined Meeting Procedures Policy.
- 11.2 **Conflict of Interest** - Conflict of Interest declarations pursuant to s73 - 75B of the Local Government Act 1999.

## 12. ROLE OF THE AUDIT AND RISK COMMITTEE:

### 12.1 Financial Reporting: The Committee shall:

- 12.1.1 **Financial Statements** - 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.
- 12.1.2 **Review and challenge** - where necessary:
  - The consistency of, and/or any changes to accounting policies.
  - The methods used to account for significant or unusual transactions where different approaches are possible.
  - The compliance with appropriate accounting standards and use of appropriate estimates and judgements, taking into account the views of the external auditor.
  - The clarity of disclosure in the Council's financial reports and the context in which statements are made; and
  - 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).

### 12.2 Internal Controls and Risk Management Systems

The Committee shall:

- 12.2.1 **Effectiveness** - Monitor the effectiveness of the Council's internal controls and risk management systems; and
- 12.2.2 **Review and recommend the approval** - Where appropriate, of statements to be included in the annual report concerning internal controls and risk management.
- 12.2.3 **Risk Profile** - Keep under review Council's overall risk profile and monitor



- risk exposure.
- 12.2.4 **Risk Management** - Monitor the risk exposure of Council by determining if management has appropriate risk management processes and adequate management information systems.
  - 12.2.5 **Risk Management Framework** - Review Council's Risk Management Policy and Framework and risk profile. Monitor the process of review of Council's risk profile to ensure that material risks are dealt with appropriately.
  - 12.2.6 **Risk Register** - Receive status reports on a regular basis of the risk register and actions being taken to manage identified risks.
- 12.3 **Public Interest Disclosure Act**  
The Committee shall:
- 12.3.1 **Council's Arrangements** - Review the Council's arrangements for its employees to raise concerns, in confidence, about possible wrongdoing in financial reporting or other matters.
  - 12.3.2 The Committee shall ensure these arrangements allow independent investigation of such matters and appropriate follow-up action.
- 12.4 **Internal Audit** (where Council ~~does not have~~ has a separate internal audit function) The Committee shall:
- 12.4.1 **Monitor and Review** - The effectiveness of the Council's internal audit function in the context of the Council's overall risk management system.
  - 12.4.2 **Program** - 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.
  - 12.4.3 **Reports** - Review all reports on the Council's operations from the internal auditors.

Aligned with **Section 126 (4)** of the Local Government Act one of the functions of the Audit and Risk Committee will be as follows:

*(i) if the council has an internal audit function—*

*(A) providing oversight of planning and scoping of the internal audit work plan; and*

*(B) reviewing and commenting on reports provided by the person primarily responsible for the internal audit function at least on a quarterly basis;*

Aligned with **Section 125A** of the Local Government Act as follows:

*(1) Despite any other law or instrument to the contrary, the person primarily responsible for the internal audit function –*

*(a) must ensure that any reports they prepare relating to the internal audit function are provided directly to the audit and risk committee; and*





*(b) may report any matters relating to the internal audit function directly to the audit and risk committee.*

*As such quarterly reporting will be provided to the Council Executive and the Audit and Risk Committee.*

*Aligned with Section 99 of the Local Government Act the CEO will:  
(ib) to report annually to the relevant audit and risk committee on the council's internal audit processes;*

12.4.4 **Findings and Recommendations** - Review and monitor management's responsiveness to the findings and recommendations of the Internal Auditor; and

12.4.5 **Direct Access** - Provide the internal Auditor with the right of direct access to the Mayor of the Council and to the [Presiding Member](#) of the Committee.

12.5 **External Audit:**

The Committee shall:

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

12.5.2 **Selection/Resignation Process** - The Committee shall oversee the selection process for a new external auditor and if an auditor resigns the Committee shall investigate the issues leading to this and decide whether any action is required.

12.5.3 **Relationship** - Oversee Council's relationship with the external auditors including, but not limited to:

- **Remuneration** - 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.
- **Terms of Engagement** - 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.
- **Independence & Objectivity** - 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.
- **Relationships** - 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).
- **Assessment** - 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).
- **Follow up** - Action(s) to follow up on matters raised by the external



auditors.

12.5.4 **Meeting** - Meet as needed with the external auditor. The Committee shall meet the external auditor at least once a year to discuss the external auditor's report and any issues arising from the audit.

12.5.5 **Annual Audit Plan** - Review and make recommendations on the annual audit plan, and in particular its consistency with the scope of the external audit engagement.

12.5.6 **Audit Findings** - 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.

12.5.7 **Effectiveness** - The Committee shall also review the overall effectiveness of the external auditor.

12.5.8 **Representation Letter(s)** - Review any representation letter(s) requested by the auditor before they are signed by management.

12.5.9 **Management Letter** - Review the management letter and management's response to the external auditor's findings and recommendations. Subsequent to the initial review the Committee will oversee action to follow up on matters raised by the external auditors.

12.6 **Review of Strategic Management and Business Plans:**

The Committee shall review and provide advice on Council's strategic management plans (at the time of their preparation and scheduled review), which include the following:

- Strategic Plan;
- Key principles and assumptions of the Long Term Financial Plan;
- Various Asset Management Plans; and
- Annual Business Plan.

12.7 **Prudential Reports:**

12.7.1 **Review** - The Committee shall provide advice on the management of any prudential reports prepared for Council and provide advice to Council.

13. **OTHER MATTERS:**

The Committee:

13.1 **Annual Work Program** - The Committee must adopt an annual work program.

13.2 **Oversee Investigations** - Shall oversee any investigation of activities that are within its Terms of Reference.

13.3 **Other Matters** - Shall give consideration to:

- **Relevant Audits** – Consider the findings and recommendations of relevant audits undertaken by the SA Auditor General's Office, the South Australian Ombudsmen, Independent Commissioner Against Corruption (ICAC) and other agencies to ensure Council considers the relevant recommendations.
- **Any Other Matters** - any other matters referred to it by Council meeting resolution or the CEO.



- 13.4 **Resources** - Shall have access to reasonable resources to carry out its duties.
  - 13.5 **Training** - Be provided with appropriate and timely training, both in the form of an induction program for new members and an ongoing basis for all members.
  - 13.6 **Insurance** - Shall advise Council's insurers of any civil liability or risk management issue. It should also be noted that Members of the Committee will be covered by Council's insurance policies while engaged in the business of the Committee.
  - 13.7 **Legislation** - Give due consideration to the *Local Government Act 1999* and regulations made under the Act.
14. **REVIEW/REPORTING:**
- 14.1 **Recommendations** - 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.
  - 14.2 **Self-Assessment Reports** - The Committee will at least once a year, review its own performance and provide a Self-Assessment Report to the CEO for tabling at the next Council meeting.
  - 14.3 **Terms of Reference** – The Committee shall at least once every two years review its terms of reference.
  - 14.4 **Council Review** - Council may review and amend the Committee Terms of Reference at any time, providing that the Committee has an opportunity to provide Council with any concerns that arise.
  - 14.5 **Regular Reporting** - *Section 126 of the Local Government Act effective from 30 November 2023 requires that the following report is prepared as shown below:*
    - (8) A council audit and risk committee must— (a) provide a report to the council after each meeting summarising the work of the committee during the period preceding the meeting and the outcomes of the meeting;*
    - (9) A council must ensure that the annual report of its audit and risk committee is included in its annual report*



15. **ACCESS TO TERMS OF REFERENCE:**

- 15.1 The Audit and Risk Committee Terms of Reference is available for public inspection at the Customer Centre, 10 Watson Terrace, Mount Gambier, South Australia and on the Council's website [www.mountgambier.sa.gov.au](http://www.mountgambier.sa.gov.au)



**19.5 MASTER PLAN OPTIONS – REPORT NO. AR24/24333**

<b>Committee:</b>	<b>Council</b>
<b>Meeting Date:</b>	<b>16 April 2024</b>
<b>Report No.:</b>	<b>AR24/24333</b>
<b>CM9 Reference:</b>	<b>AF23/328</b>
<b>Author:</b>	<b>Elisa Solly, Strategic Development and Recreation Coordinator</b>
<b>Authoriser:</b>	<b>Barbara Cernovskis, General Manager City Infrastructure</b>
<b>Summary:</b>	<b>This seeks Council endorsement of the delivery schedule for priority master planning of Council precincts.</b>
<b>Strategic Plan Reference:</b>	<b>Goal 1: Our People</b>
	<b>Goal 2: Our Location</b>
	<b>Goal 3: Our Diverse Economy</b>
	<b>Goal 4: Our Climate, Natural Resources, Arts, Culture and Heritage</b>
	<b>Goal 5: Our Commitment</b>

**REPORT RECOMMENDATION**

1. That Council Report No. AR24/24333 titled 'Master Plan Options' as presented on 16 April 2024 be noted.
2. That Council determines a priority order of master plans for the following sites:
  - Vansittart Park
  - Umpherston Sinkhole / Balumbul
  - Olympic Park
  - Hastings Cunningham Reserve
3. That Council commence implementation of the endorsed schedule in the current financial year with an indicative target of delivering all four masterplans over the next five financial years.



## TYPE OF REPORT

Corporate

## BACKGROUND

In March 2022 Council endorsed its [Sport, Recreation and Open Space Strategy \(SROSS\)](#) following an extensive audit of Council owned and/or managed open spaces and sporting precincts within the city.

A key recommendation of SROSS is that master plans be developed for key recreation and sporting sites in conjunction with users and stakeholders to provide a coordinated and strategic approach to the provision of infrastructure and facilities ensuring that they are fit for purpose and meet the needs of the community into the future.

The first of the master plans [Blue Lake Sports Park Master Plan](#) was subsequently endorsed on 18 July 2023, and since this time Council and user groups of the reserve have been conducting quarterly meetings to determine a staged implementation plan outlining how best to move forward with the plan and opportunities to secure funding for the project.

Of the remaining precincts that have been recommended to develop a master plan it has been determined that the following are of Council's highest priority for consideration:

- Vansittart Park
- Olympic Park
- Hastings Cunningham Reserve

The high volume of visitation experienced at Umpherston Sinkhole / Balumbul, whilst welcome has put significant pressure on the site due to increased vandalism and wear and tear. Degradation of the site has escalated to a point that a focused regenerative maintenance program to protect the natural asset is required as a priority. In addition to maintenance, a master plan for the site is strongly recommended.

## PROPOSAL

It is proposed that Council consider the above four priority sites to create a hierarchy for further master plan development and consider the opportunities and barriers of each precinct strategically and the ability to deliver Councils key strategic outcomes.

The boundaries of what should be included within the development of a master plan also needs to be a consideration noting that some of the sites such as Olympic Park consist of various precincts within a precinct.

### Vansittart Park

Consists of a range of Lessees and Licensees and incorporates bowling, football and netball sporting facilities, but also houses the Nature Glenelg nursery, Alex Roberts Centre, public park and gardens, memorials and popular public playground.

### Olympic Park

A large precinct incorporating many sporting and recreation activities including netball, tennis and the location of Wulanda Recreation and Convention Centre. There are also significant community and commercial facilities including Meals on Wheels, Reidy Park Centre, Ex-Naval Cadets building, Old Mount Gambier Gaol, Scouts, Reidy Park Oval and the Old Gaol Community Garden.

### Hastings Cunningham Reserve

Various recreation and sporting facilities incorporated into the reserve including 14 community sheds occupied by a wide variety of community groups, BMX, pump track, tennis courts and clubrooms, soccer pitch and clubrooms and the public dog park.

### Umpherston Sinkhole / Balumbul



State Heritage site and one of Mount Gambier's flagship natural attractions bringing many tourists into our city and region. A culturally significant site which is currently the City of Mount Gambier's most visited on item on the Australian Tourism Data Warehouse (ATDW) site and consistently ranked on Tripadvisor as Travellers' Choice 'Best of the Best'.

In addition to the Master Planning outlined, there may still be other works progressed at sites. For instance, priority maintenance at Umpherston Sinkhole / Balambul, or consideration of dog parks in accordance with Council's newly adopted animal management plan. These types of activities may occur concurrently to master planning but will be subject to their own processes and budgets.

## **LEGAL IMPLICATIONS**

Council must consider its legal obligations under the Local Government Act 1999 and *Crown Land Management Act 2009* with respect to management of community land owned by or under the care and control of Council.

It should also be noted that any changes to uses or aspirations for the reserves may require review of the relevant Community Land Management Plans.

## **STRATEGIC PLAN**

- 1.1 Community based organisations and networks
  - 1.1.1 Fostering and supporting community-based organisations.
  - 1.1.4 Improve our accommodation offering for community groups, whilst reducing total number of Council managed facilities, including investigations into a community group hub (complementary to the Community and Recreation Hub), the co-location of community groups and future sharing of facilities.
- 2.1 Infrastructure development and managing our current assets
  - 2.1.1 Working with the community to ensure our CBD, health and education precincts, our streets and our public spaces are safe, inviting and support a positive image of the City of Mount Gambier.
  - 2.1.5 Providing efficient visitor services by making tourism information access easier and more relevant.
- 2.3 The Crater Lakes Precinct and other areas of tourism potential
  - 2.3.4 Seeking to understand and build upon our unique opportunities.
- 2.4 Recognition of our indoor and outdoor sporting assets and our adventurous opportunities
  - 2.4.2 Continuing to hold six regional standard sporting events (or higher) at our outdoor facilities.
  - 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.
  - 2.4.5 Understand what a hero attraction in Mount Gambier would look like and how to create the opportunity to attract external investment and to value add existing attractions.
- 3.1 Identity, gateways and support for our businesses
  - 3.1.1 Beautifying town entrances, gateways and public spaces to create a sense of arrival, together with enhanced digital gateway to access the city from anywhere.
- 3.4 Tourism is contributing to a diverse economy and creating opportunity.
  - 3.4.4 Facilitating the provision of quality Visitor Information Services that address face-to-face information needs as well as adapting to trends in online information, booking services and electronic marketing.
- 4.1 Natural assets - We are effective at protecting and conserving the high-quality values of our natural environment.



## 4.2 Open Space

4.2.2 Ensuring opportunities exist to access and experience natural areas.

4.2.3 Enhancing and promoting environmental experiences to encourage the involvement of our residents and attract visitors.

4.4.4 Providing services, programs, and facilities for the community to participate in a broad range of arts and cultural activities.

### **COUNCIL POLICY**

The matter contained in this report aligns with the priorities in many of Council's strategic plans including:

- [Sport, Recreation and Open Space Strategy \(SROSS\)](#)
- [Regional Public Health Plan 2021-2026](#)
- [Youth Engagement Strategy](#)
- [Partnership Priorities and Advocacy 2024-2025](#)
- [Yerkalalpata - Reconciliation Action Plan](#)
- [Charter for Children](#)
- [50+ Things to do Before You Turn 13](#)

### **ECONOMIC IMPLICATIONS**

Council should consider the economic outcomes and opportunities that delivering each of the master plans will provide to Council and the community.

### **ENVIRONMENTAL IMPLICATIONS**

The development of regenerative maintenance program and master plan for the priority sites will preserve the environment and in the case of Umpherston Sinkhole / Balumbul, protect the State Heritage site from the detrimental impact of over-tourism.

### **SOCIAL IMPLICATIONS**

There are significant social benefits in strategically planning the future provision of community sporting, recreational and tourism infrastructure and facilities for the identified sites noting that many of the current infrastructure is not inclusive or fit for purpose creating barriers for some users of the reserves.

### **CULTURAL IMPLICATIONS**

Umpherston Sinkhole / Balumbul is a culturally significant site for Traditional Owners, whilst Vansittart Park is home to memorials significant to the community and ceremonial activities regularly occur.

Many in our community play, volunteer, work and participate at each of the abovementioned sites and value and enjoy these areas for many different personal or business reasons and social and recreational activities.

### **RESOURCE IMPLICATIONS**

Council should consider the resource implications involved in master planning each of the prioritised sites and the future value that each master plan will deliver to the community and Council. It should also consider Council's ability to deliver key outcomes.

### **VALUE FOR MONEY**

The opportunities and barriers should be weighed up for each of the proposed master plans to ensure value for money for the community and Council and the ability to deliver on such plans. It should





also be noted that by providing a planned approach to the development and provision of infrastructure and facilities will produce potential savings by not responding in an ad hoc reactive manner to issues as they arise.

### **RISK IMPLICATIONS**

By not undertaking the master plan process Council risks managing property in an unplanned manner which is ineffective in identifying, prioritising, and achieving broader strategic property outcomes across Council's property holdings.

### **EQUALITIES AND DIVERSITY IMPLICATIONS**

Whilst we have some excellent facilities in the City of Mount Gambier, the development of SROSS has identified that the reserves discussed within this report currently have infrastructure that is not fit for purpose and/or inclusive.

This infrastructure ranges from changeroom facilities, inaccessible toilet facilities, pathways, vehicular access and parking arrangements, poor playing surfaces and various other issues that have been identified.

Council should consider the greatest community benefit in developing a master plan hierarchy and the ability to deliver, in conjunction with users and stakeholders, for the future provision of fit for purpose and inclusive community infrastructure and facilities.

### **ENGAGEMENT AND COMMUNICATION STRATEGY**

Relevant users and stakeholders will be informed of Council's decision on the endorsed hierarchy of which reserves that we will aim to deliver master plans for providing them with a base timeframe on when they can expect that the precincts will be strategically planned.

### **IMPLEMENTATION STRATEGY**

Following endorsement, next steps would consist of notifying site users and budget allocations would be required to procure consultants to undertake the master planning process.

### **CONCLUSION AND RECOMMENDATION**

It is proposed that Council discuss and then prioritise the following four priority sites:

- Vansittart Park
- Umpherston Sinkhole / Balumbul
- Olympic Park
- Hastings Cunningham Reserve

In making a determination, Council will establish a hierarchy for master plan development of these sites considering the opportunities and barriers presented by each precinct noting Council's strategic direction and provide a schedule and timeframe of which will have the greatest impact and benefit for the community and Council.

Precinct boundaries of what areas within the precincts should also be a consideration in the determination.

### **ATTACHMENTS**

1. Master Planning Options Matrix [↓](#)



# Summary of Master Plan Considerations

- Relationship to Strategic Plans
- Assets on Sites

City of  
Mount Gambier



	Hastings Cunningham Reserve	Olympic Park	Vansittart Park	Umpherston Sinkhole	Comments
Strategic Plan	1.1 Community based organisations and networks Our community groups and networks develop and grow to achieve their aspirations.	1.1 Community based organisations and networks Our community groups and networks develop and grow to achieve their aspirations.	1.1 Community based organisations and networks Our community groups and networks develop and grow to achieve their aspirations.	2.1 Infrastructure development and managing our current assets We will commence work on meeting the community's aspirations for future infrastructure development, whilst managing our existing infrastructure and assets in a manner that demonstrates the pride we take in our environment.	
	1.1.1 Fostering and supporting community-based organisations.	1.1.1 Fostering and supporting community-based organisations.	1.1.1 Fostering and supporting community-based organisations.	2.1.1 Working with the community to ensure our CBD, health and education precincts, our streets and our public spaces are safe, inviting and support a positive image of the City of Mount Gambier.	
	1.1.4 Improve our accommodation offering for community groups, whilst reducing total number of Council managed facilities, including investigations into a community group hub (complementary to the Community and Recreation Hub), the co-location of community groups and future sharing of facilities.	1.1.4 Improve our accommodation offering for community groups, whilst reducing total number of Council managed facilities, including investigations into a community group hub (complementary to the Community and Recreation Hub), the co-location of community groups and future sharing of facilities.	1.1.4 Improve our accommodation offering for community groups, whilst reducing total number of Council managed facilities, including investigations into a community group hub (complementary to the Community and Recreation Hub), the co-location of community groups and future sharing of facilities.	2.1.5 Providing efficient visitor services by making tourism information access easier and more relevant.	



Hastings Cunningham Reserve	Olympic Park	Vansittart Park	Umpherston Sinkhole	Comments
2.4 Recognition of our indoor and outdoor sporting assets and our adventurous opportunities.	2.4 Recognition of our indoor and outdoor sporting assets and our adventurous opportunities.	2.4 Recognition of our indoor and outdoor sporting assets and our adventurous opportunities.	2.3 The Crater Lakes Precinct and other areas of tourism potential We will work with the community to investigate options that enable the Council to capitalise on the Crater Lakes Precinct and other areas of tourism potential.	
2.4.2 Continuing to hold six regional standard sporting events (or higher) at our outdoor facilities.	2.4.2 Continuing to hold six regional standard sporting events (or higher) at our outdoor facilities.	2.4.2 Continuing to hold six regional standard sporting events (or higher) at our outdoor facilities.	2.3.4 Seeking to understand and build upon our unique opportunities.	
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.	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.	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.	3.1.1 Beautifying town entrances, gateways and public spaces to create a sense of arrival, together with enhanced digital gateway to access the city from anywhere.	
4.2 Open Space We will ensure that future growth is planned in a manner that provides access to, and does not detract from, the community's environmental values.	4.2 Open Space We will ensure that future growth is planned in a manner that provides access to, and does not detract from, the community's environmental values.	2.4.5 Understand what a hero attraction in Mount Gambier would look like and how to create the opportunity to attract external investment and to value add existing attractions.	3.4 Tourism is contributing to a diverse economy and creating opportunity.	



Hastings Cunningham Reserve	Olympic Park	Vansittart Park	Umpherston Sinkhole	Comments
4.4.4 Providing services, programs, and facilities for the community to participate in a broad range of arts and cultural activities.	4.4.4 Providing services, programs, and facilities for the community to participate in a broad range of arts and cultural activities.	4.2 Open Space We will ensure that future growth is planned in a manner that provides access to, and does not detract from, the community's environmental values.	3.4.4 Facilitating the provision of quality Visitor Information Services that address face-to-face information needs as well as adapting to trends in online information, booking services and electronic marketing.	
		4.4.4 Providing services, programs, and facilities for the community to participate in a broad range of arts and cultural activities.	4.1 Natural assets We are effective at protecting and conserving the high-quality values of our natural environment.	
			4.2 Open Space We will ensure that future growth is planned in a manner that provides access to, and does not detract from, the community's environmental values.	
			4.2.2 Ensuring opportunities exist to access and experience natural areas.	
			4.2.3 Enhancing and promoting environmental experiences to encourage the involvement of our residents and attract visitors.	



	Hastings Cunningham Reserve	Olympic Park	Vansittart Park	Umpherston Sinkhole	Comments
<b>Sport, Recreation and Open Space Strategy</b>	Develop a master plan for the site in partnership with site users, that will provide a coordinated and strategic planning approach to the provision and development of sport and recreation infrastructure ensuring it is fit for purpose and meets the needs of the community. – <b>HIGH PRIORITY</b>	Develop a master plan for the site in partnership with site users that incorporates the whole precinct such as the school and old goal site, community garden and the connections to the new Wulanda Recreation and Convention Centre. – <b>HIGH PRIORITY</b>	Develop a master plan for the site in partnership with site users, that will provide a coordinated and strategic planning approach to the provision and development of sport and recreation infrastructure ensuring it is fit for purpose and meets the needs of the community. – <b>HIGH PRIORITY</b>	Maintain space as is. No improvement needed.	
<b>Regional Public Health Plan</b>	Provide and maintain community facilities that encourage community health and wellbeing eg. Improvement to Parks and reserves.	Provide and maintain community facilities that encourage community health and wellbeing eg. Improvement to Parks and reserves.	Provide and maintain community facilities that encourage community health and wellbeing eg. Improvement to Parks and reserves.	Provide and maintain community facilities that encourage community health and wellbeing eg. Improvement to Parks and reserves.	
	Attract one State / National event per annum.	Attract one State / National event per annum.	Attract one State / National event per annum.		
<b>Youth Engagement Strategy</b>				2.1 Council maintain the quality standard of our Parks and Gardens.	
				2.2 Council facilitate community and commercial activation (short, medium and long term) in public spaces such as the Crater Lake precinct.	



	Hastings Cunningham Reserve	Olympic Park	Vansittart Park	Umpherston Sinkhole	Comments
<u>Partnership Priorities and Advocacy</u>				A cross-government approach would support the activation of high-visitation sites with authentic storytelling and connection, explore regeneration and soft-activation of natural assets, support new and enhanced tourism experiences and operators, and increase destination brand recognition.	
<u>Reconciliation Action Plan</u>				Promote Aboriginal culture and history in public places through the provision of signage.	
<u>Charter for Children</u>				Our children have a right to connect with natural environments, to explore, play, be challenged and have fun.	
<u>50+ things to do before you turn 13</u>	19. Ride the BMX track at Hastings Cunningham Reserve.		7. Stomp across the bridge at Vansittart Park and dance in the rotunda.	1. Visit the possums at Umpherston Cave at night.	



	Hastings Cunningham Reserve	Olympic Park	Vansittart Park	Umpherston Sinkhole	Comments
Assets	Playground	Wulanda Recreation & Convention Centre	Playground equipment	Kiosk	
	BMX Track (1982)	Carparks – Margaret Street, Netball & Tennis	football oval	Public Toilets	
	BMX Clubrooms (1982)	Meals on Wheels Carpark	score board	Log cabin	
	BMX Office/First Aid Hut	Meals on Wheels Building (1995)	Public toilets	Log Truck Pavilion & Machinery	
	BMX Finishing Structure (1982)	Tennis/Netball Clubrooms (1993)	War memorial	Sinkhole	
	BMX Starting Grid (1982)	Blowhole – CDS Unit & Fencing	Rotunda	Outdoor seating	
	BMX Floodlighting	Floodlighting – Netball/Tennis	Bowling Greens	Steps, rails	
	BMX Public Toilets	Netball Shed (2020)	Bowling Clubhouse	Carpark	
	BMX Shipping Container	Court Fencing	Bowling Carpark	BBQ	
	BMX Spectator Shelter	Court Shelters	Fencing	Log play equipment	
	BMX Starting Grid Shelter	Pump Shed	Netball Shelters		
	BMX Storage Shed	Netball Courts	Netball Storage Area		
	BMX Fencing	Tennis Courts	Netball courts		
	Shade Shelter and Barbeque	Retaining Wall	Netball Changeroom Facility		
	14 x Community Sheds/Clubrooms (1986-2001)	Ex Naval Cadet Building (1958?)	Lighting Towers		
	Hastings Cunningham Reserve Public Toilets	Ex Naval Cadet Parade Ground (1986)	Goal Posts		
	Roadway	Ex Naval Cadet Shedding (2001)	BBQ Shelter		
	BBQ Shelter	Flagpoles	Seating		
Pump Track	Access Roads – Wulanda/Reidy Park Centre	Gates			





	Hastings Cunningham Reserve	Olympic Park	Vansittart Park	Umpherston Sinkhole	Comments
	Tennis courts	Electricity Infrastructure	Ticket Box		
	Tennis clubrooms	Water Infrastructure	Coaches Boxes		
	Tennis carparking	Old Gaol	Water Tanks		
	Soccer pitch	Community Garden	Grandstand		
	Soccer clubroom	Reidy Park Centre	Canteen		
	Soccer lighting	Reidy Park Oval	Bridge		
	Dog park	Reidy Park Oval toilets	Alex Roberts Centre		



## 20 MOTIONS WITH NOTICE

### 20.1 NOTICE OF MOTION - COMMUNITY RENEWABLES PROGRAM

**Meeting:** Council  
**CM9 Reference:** AF23/328  
**Member:** Max Bruins, Councillor

I, Councillor Max Bruins, give notice that at the next Ordinary Meeting of Council to be held on 16 April 2024, I intend to move the following motion:

#### MOTION

1. That Council Report No. AR24/23268 titled 'Notice of Motion - Community Renewables Program' as presented on 16 April 2024 be noted.
2. That Council staff investigate and research the Community Renewables Program being undertaken by the City of Mitcham regarding solar energy initiatives.
3. That a report be prepared and brought back to Council no later than the October ordinary meeting summarising the key components of the program and recommendations as to whether a similar program could be rolled out in the City of Mount Gambier.

#### RATIONALE

The ever increasing burden of electricity costs continues to be a burden on communities across Australia. In an attempt to help residents reduce power costs and achieve better environmental outcomes, the City of Mitcham has rolled out a Community Renewables Program whereby council assist residents and ratepayers in securing better deals on solar infrastructure through a bulk buy offer that is put out to tender. With the success of the program over the past few years in the City of Mitcham, I am seeking further investigations as to the possibility of a similar program being undertaken in the City of Mount Gambier.

I commend this Notice of Motion to Council.

#### ATTACHMENTS

Nil



**20.2 NOTICE OF MOTION - ERBIUM LASER VIABILITY**

**Meeting:** Council  
**CM9 Reference:** AF23/328  
**Member:** Max Bruins, Councillor

I, Councillor Max Bruins, give notice that at the next Ordinary Meeting of Council to be held on 16 April 2024, I intend to move the following motion:

**MOTION**

1. That Council Report No. AR24/23270 titled 'Notice of Motion - Erbium Laser Viability' as presented on 16 April 2024 be noted.
2. That Council write to the Limestone Coast Local Area Health Network requesting they review whether an Erbium Laser machine could be viable for the Mount Gambier Hospital to allow visiting specialists to undertake laser treatments on pre-cancerous skin conditions such as epidermal skin cancers so as to remove the burden for residents to travel to major metropolitan centres for treatment.

**RATIONALE**

Laser treatment is an effective method of treating pre-cancerous skin conditions like epidermal skin cancers. The treatment also promotes collagen production by heating the layers underneath, which stimulates skin in the treatment area to heal smoother and more evenly. This minimally invasive procedure causes little damage to surrounding tissue. I have been advised that several visiting specialists have the ability to use such a machine but one is not available locally. They appear to be available at a relatively modest cost and would potentially save the need for many residents to travel for treatment on a regular basis.

I commend this Notice of Motion to Council.

**ATTACHMENTS**

Nil



**20.3 NOTICE OF MOTION - WASTE ACTIVITIES AND MASTERPLANNING**

**Meeting:** Council  
**CM9 Reference:** AF23/328  
**Member:** Paul Jenner, Councillor

I, Councillor Paul Jenner, give notice that at the next Ordinary Meeting of Council to be held on 16 April 2024, I intend to move the following motion:

**MOTION**

1. That Council Report No. AR24/24866 titled 'Notice of Motion - Waste Activities and Masterplanning' as presented on 16 April 2024 be noted.
2. That a report be presented to the May Council Meeting that provides an update on waste activities and masterplanning.

**RATIONALE**

There are concurrent activities happening in the area of waste that include the Waste Strategy (submitted to State Government last year), the construction of Cell 4 at Caroline Landfill, the development of a Waste Masterplan, the ongoing concerns with leachate management and hard waste. A succinct update to Elected Members will help provide some transparency with this important, high risk service, and provide some context regarding budget requirements.

I commend this Notice of Motion to Council.

**ATTACHMENTS**

Nil



**21 URGENT MOTIONS WITHOUT NOTICE**

**22 CONFIDENTIAL ITEMS OF COMMITTEES**

Nil



## 23 NEW CONFIDENTIAL ITEMS

### 23.1 VISITOR SERVICING MODEL - UPDATE – REPORT NO. AR24/23696

#### 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 the Mayor, Councillors and (Council Officers) be excluded from attendance at the meeting for the receipt and consideration in confidence of Agenda Item 23.1 AR24/23696 Visitor Servicing Model - Update.

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
- 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 information to be considered includes information relating to the personal affairs of persons with whom Council is conducting business including information which is of a confidential commercial nature which, if disclosed, would prejudice the commercial position of the Council and other persons and could potentially confer advantage on a third party with whom Council is or is proposing to conduct business. The public interest in this matter being considered in open is considered to be outweighed by the public interest in protecting the commercial interests of Council and third parties and not conferring unfair advantage on third parties which could affect Council's capacity to achieve best value for the 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 23.1 AR24/23696 Visitor Servicing Model - Update and its attachments, 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 each of the matters in the report, attachments, recommendations and resolutions has been fully implemented and settled including any subsequent actions that might arise in association with these activities, with relevant resolutions to be released to affected parties as considered necessary by the Chief Executive Officer in order to give effect to the proposals contained in the report, and other resolutions to be released publicly as determined appropriate by the Chief Executive Officer as the activities in the report are implemented.

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*.

## 23.2 QUESTION WITH NOTICE - REGIONAL WASTE – REPORT NO. AR24/24863

### 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 the Mayor, Councillors and (Council Officers) be excluded from attendance at the meeting for the receipt and consideration in confidence of Agenda Item 23.2 AR24/24863 Question With Notice - Regional Waste.

The Council is satisfied that, pursuant to section 90(3) (b), (d) 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 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

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 matter to be discussed, if conducted in open, would reveal commercial information of a confidential nature for which a duty of confidence has been established, as well as conferring an advantage on third parties and prejudicing Council's commercial position. The public interest in the matter being considered in confidence is considered to be outweighed by the interest in obtaining best value for the 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 23.2 AR24/24863 Question With Notice - Regional Waste and its attachments, resolution/s and minutes arising from the report, having been considered by the Council in confidence under Section 90(2) & (3) (b), (d) and (g) be kept confidential and not available for public inspection until further order of Council or as determined for release under delegation by the Chief Executive Officer.
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*.





**24 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, 19 MARCH 2024 AT 6.00 P.M.**

**PRESENT:** Mayor Lynette Martin (OAM), Cr Frank Morello, Cr Josh Lynagh, Cr Kate Amoroso, Cr Mark Lovett, Cr Max Bruins, Cr Paul Jenner, Cr Sonya Meziniec, Cr Jason Virgo

<b>OFFICERS IN ATTENDANCE:</b>	Chief Executive Officer	- Mrs S Philpott
	General Manager City Infrastructure	- Ms B Cernovskis
	General Manager Corporate and Regulatory Services	- Mrs J Fetherstonhaugh
	Manager Governance and Property	- Mr M McCarthy
	Manager Financial Services	- Mrs J Scoggins
	Media and Communications Coordinator	- Ms S McLean
	Manager Economy, Strategy and Engagement	- Mrs B Shearing
	Strategic Development & Visitor Economy	- Ms A Stevens
	Strategic Development and Recreation Coordinator	- Mrs E Solly
	Governance and Property Officer	- Mrs K Berry
	Executive Administrator	- Ms T Chant

## 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 FIRST NATIONS PEOPLES HAVE WITH THE LAND.**

## 2 APOLOGIES

Nil

## 3 LEAVE OF ABSENCE

Nil

## 4 CONFIRMATION OF COUNCIL MINUTES

### **RESOLUTION 2024/48**

Moved: Cr Max Bruins

Seconded: Cr Jason Virgo

That the minutes of the Ordinary Council meeting held on 20 February 2024 be confirmed as an accurate record of the proceedings of the meeting.

**CARRIED**

Mayor Lynette Martin sought leave of the meeting to bring forward Item 10.1 and allow representatives to speak for 5 minutes.

**LEAVE GRANTED**

Pursuant to Section 74 of the Local Government Act 1999, Cr Max Bruins disclosed a general conflict of interest in Item 10.1.

In accordance with Section 75B Cr Max Bruins informed the meeting:

Nature of Interest:

*I co-own a business with one of the committee members of Mount Gambier Tennis Club.*

Intention to Participate:

*I will remain in the meeting and vote.*

Reason for Participating:

*As no material benefit can arise to either myself or the committee member as the requested funding is for a sporting club with a broad membership and community interest I will remain in the meeting and vote.*

In accordance with Section 75B of the Local Government Act 1999 Cr Max Bruins remained in the meeting for Item 10.1.

Item 10 was heard and minuted earlier in the meeting.

## **10 DEPUTATIONS**

### **10.1 DEPUTATION - JASON SEIDEL - JAMIE CLARKE - MOUNT GAMBIER TENNIS CLUB INC - REQUEST FOR SUPPORT**

Mr Jason Seidel and Mr Jamie Clarke presented to Members regarding Mount Gambier Tennis Club Inc and their request for support.

Mayor Lynette Martin sought leave of the meeting to bring forward Item 19.1.

**LEAVE GRANTED**

Pursuant to Section 74 of the Local Government Act 1999, Cr Max Bruins disclosed a general conflict of interest in Item 19.1.

In accordance with Section 75B Cr Max Bruins informed the meeting:

Nature of Interest:

*I co-own a business with one of the committee members of Mount Gambier Tennis Club.*

Intention to Participate:

*I will remain in the meeting and vote.*

Reason for Participating:

*As no material benefit can arise to either myself or the committee member as the requested funding is for a sporting club with a broad membership and community interest I will remain in the meeting and vote.*

In accordance with Section 75B of the Local Government Act 1999 Cr Max Bruins remained in the meeting for Item 19.1.

Item 19.1 was heard and minuted earlier in the meeting.

## 19.1 MOUNT GAMBIER TENNIS CLUB - REQUEST FOR SUPPORT

### RESOLUTION 2024/49

Moved: Cr Max Bruins

Seconded: Cr Sonya Meziniec

1. That Council Report No. AR24/17139 titled 'Mount Gambier Tennis Club - Request for Support' as presented on 19 March 2024 be noted.
2. That Council consider the request from the Mount Gambier Tennis Club for financial support in the amount of \$20,000 to assist in the delivery of the proposal to upgrade the facilities at 10 Heriot Street and provide an allocation from the 2024/2025 Grant Funds, conditional upon the club securing further funding.

**CARRIED**

Having participated in the meeting for 19.1 Cr Max Bruins voted in favour of the motion.

## 5 MAYORAL REPORT

### 5.1 MAYORAL REPORT - MARCH 2024

- Introductory Meeting with Halle Boulton – Trainee – Records and iServices
- Meeting with Mount Gambier and District Resident and Ratepayers Association
- Triple M Radio Interview – Mayor's Christmas Appeal
- Radiotherapy Working Group Meeting
- With CEO, Meeting with EO of LCLGA
- 5GTR-FM Radio Interview
- Audit and Risk Committee Workshop
- Audit and Risk Committee Meeting
- Confidential Elected Member Briefing – Strategic Workplan Business Systems and Infrastructure
- Elected Member Briefing – Criteria for Sport and Recreation Capital Works Program 2024/2025
- Confidential Information Briefing Session – Governance Policy Matters
- Service and Wreath Laying – Vietnam Unit Reunion
- International Women's Day – Interview with The Border Watch
- Regular LCLGA Mayor's Virtual Meeting
- District Council of Grant – Eyes on Eyre Workshop
- Meeting with Sandi Elliott – IH Hospice Care
- Elected Member Briefing – LCLGA Presentation – Connected and Active Communities and Tourism
- Elected Member Briefing – Mount Gambier Bus Service Update
- District Council of Grant – iPave Vehicle Inspection
- Virtual Meeting with James Holyman of the LGA – Housing Announcement Briefing

- WiBRD International Womens Day Breakfast
- Site Visit to Borg Manufacturing
- CEO Performance Review Committee
- Confidential Elected Member Briefing – Visitor Servicing Update
- Confidential Elected Member Briefing – Contractual Matter
- With CEO, Meeting with Minister Tom Koutsantonis MP
- SAROC Meeting in Adelaide
- Rotary District 9780 Conference - Welcome Reception
- Welcome Speech Rotary District 9780 Conference Opening
- 2024 Mount Gambier 8 Hour Pedal Prix
- Rotary District 9780 Conference Dinner

**RESOLUTION 2024/50**

Moved: Mayor Lynette Martin

Seconded: Cr Kate Amoroso

That the Mayoral report made on 19 March 2024 be received.

**CARRIED****6 REPORTS FROM COUNCILLORS**

Cr Jenner PLWG – Smart Lighting Sub Group – Trial at Clayton Bay

Cr Mezinec Meeting with Lisa Williams re Communication and Engagement Strategy for the Riddoch Arts and Cultural Trust (RACT), WiBRD International Women’s Day Breakfast, International Women’s Day BBQ by the Haven, Riddoch Arts and Cultural Trust Board Meeting

**RESOLUTION 2024/51**

Moved: Cr Frank Morello

Seconded: Cr Josh Lynagh

That the reports made by Councillors on 19 March 2024 be received.

**CARRIED****7 QUESTIONS WITH NOTICE****7.1 ROAD SAFETY GRANTS**

The following question on notice was received from Councillor Kate Amoroso.

**Question**

Have we, as a Council, applied for any road safety grants to fund initiatives aimed at improving road safety in our community? If so, what specific grants have we applied for and what is the status of those applications? And if not, what are the barriers to applying for such grants and how can we work towards securing funding for vital road safety measures?

**Response**

*General Manager City Infrastructure provided the following response:*

Given the boundary of City of Mount Gambier does not include regional roads, therefore I will answer the question in terms of a regional and local context.

#### *Infrastructure*

- We receive funding from the Roads to Recovery Program.
- We receive funding from the Special Local Roads Program.
- We regularly meet with District Council of Grant to discuss and prioritise boundary roads and the infrastructure improvements required to improve public safety.

#### *Safety Programs*

Previously, these programs were facilitated by the LCLGA Road Safety Management Group, until the funding concluded. The City of Mount Gambier continues to support the Little Blue Dinosaur Foundation each year by placing Hold my Hand safety reminder signs at high visitation sites throughout the Christmas holiday period.

#### *Future*

City of Mount Gambier, within our own boundaries, continue to look at public safety and initiatives such as the Shared Path Masterplan, reflects the aspirations of our community in terms of quality infrastructure from pedestrians, cyclists and those with mobility restrictions by the provision of path networks that are separate from the road to improve community safety.

The City of Mount Gambier continue to be active contributors to the improvement of regional roads and the management groups that exist with the LCLGA for this purpose.

## **8 QUESTIONS WITHOUT NOTICE**

### **MOTION**

#### **RESOLUTION 2024/52**

Moved: Cr Paul Jenner

Seconded: Cr Max Bruins

That the questions without notice raised by Cr Paul Jenner and responses be recorded.

**CARRIED**

### **8.1 HOMELESSNESS**

The following question without notice was received from Councillor Paul Jenner:

#### **Question:**

Having observed and heard personal experiences of increasing incidents of homelessness (as seen with people sleeping rough in public places, sleeping in vehicles or camping), can Council please be provided an update on work being pursued by Council, and outline the advocacy that is intended to be taken with the State Government on homelessness and general housing, social housing, key worker housing and emergency housing supply issues in the immediate future and in the context of the Government's various housing strategies?

#### **Response**

*General Manager Corporate and Regulatory Services provided the following response:*

A meeting was convened on March 5 with representatives from SAPOL and ac.care to address social challenges within the Cave Gardens Precinct including the Town Hall and Library.



Discussions centred on issues such as homelessness, concerning behaviour, and alcohol misuse in the vicinity. SAPOL indicated that merely relocating individuals would not resolve the problem; however, they committed to intervening in cases of disorderly conduct.

A lot of these individuals also have mental health issues. Both SAPOL and ac.care voiced significant concerns regarding the adequacy of mental health services.

It was noted that Mount Gambier has an estimated 150 homeless individuals, with the majority actively seeking temporary housing.

Some of these individuals are just passing through and generally leave when the weather turns colder.

Ac.care offers tents to the homeless, yet there is a lack of free camping sites within the city. Additionally, local caravan parks are hesitant to accommodate these individuals, even if they are willing to pay.

*General Manager City Infrastructure provided the following response:*

We are progressing with the Local Affordable Housing Plan as per the below timeline:

- A draft Local Affordable Housing Plan will be presented to the Executive Leadership Team on 24 April 2024 for review.
- The draft Local Affordable Housing Plan will be provided to Elected Members at an Informal Briefing on 30 April 2024.
- A report will be taken to Council on 21 May to endorse the draft Local Affordable Housing Plan and proceed to consultation.
- Community consultation will occur from 22 May 2024 to 11 June 2024.
- The draft Local Affordable Housing Plan will be updated to reflect the feedback received from the community and will be presented to Council for endorsement on 20 July 2024.
- All things going well we should be able to meet our Regionalisation Ambition Pledge in time for the RAI National Summit in August.

*Chief Executive Officer provided the following response:*

The CEO advised that the Mayor is in the process of writing to Government about the recently adopted Partnership Priorities and Advocacy Document. As part of that contact will be made with Minister Cook regarding the government's strategies for homelessness, social housing and emergency accommodation and a meeting will be sought as a matter of importance. Other relevant Government ministers will have the overarching matter of housing raised, and Mr Troy Bell MP will be involved as our local member for Mount Gambier, given his advocacy on these issues.

## **9 PETITIONS**

Nil

## **10 DEPUTATIONS**

### **10.1 DEPUTATION - JASON SEIDEL - JAMIE CLARKE - MOUNT GAMBIER TENNIS CLUB INC - REQUEST FOR SUPPORT**

Item 10.1 was considered and minuted earlier in the meeting (see minutes between Item 4 and Item 5).

**11 NOTICE OF MOTION TO RESCIND OR AMEND**

Nil

**12 ELECTED MEMBERS INFORMATION BRIEFING SESSIONS****12.1 ELECTED MEMBER INFORMATION/BRIEFING SESSIONS FROM 17/02/2024 TO 15/03/2024****RESOLUTION 2024/53**

Moved: Cr Sonya Meziniec

Seconded: Cr Josh Lynagh

1. That Council Report No. AR23/81510 titled 'Elected Member Information/Briefing Sessions from 17/02/2024 to 15/03/2024' as presented on 19 March 2024 be noted.

**CARRIED****13 ELECTED MEMBERS TRAINING AND DEVELOPMENT**

Nil

**14 COUNCIL ACTION ITEMS****14.1 COUNCIL ACTION ITEMS - 20/02/2024****RESOLUTION 2024/54**

Moved: Cr Max Bruins

Seconded: Cr Frank Morello

1. That Council Report No. AR23/81534 titled 'Council Action Items - 20/02/2024' as presented on 19 March 2024 be noted.

**CARRIED****15 JUNIOR SPORTS ASSISTANCE (SECTION 41) COMMITTEE MINUTES AND RECOMMENDATIONS**

Nil

**16 AUDIT AND RISK COMMITTEE MINUTES AND RECOMMENDATIONS****16.1 MINUTES OF THE AUDIT AND RISK COMMITTEE HELD ON 26 FEBRUARY 2024****RESOLUTION 2024/55**

Moved: Cr Paul Jenner

Seconded: Cr Sonya Meziniec

1. That the Minutes of the Audit and Risk Committee meeting held on 26 February 2024 as attached be noted.

**CARRIED****16.2 PLANNING, DEVELOPMENT AND INFRASTRUCTURE ACT 2016 POST IMPLEMENTATION INTERNAL AUDIT – REPORT NO. AR24/3285****RESOLUTION 2024/56**

Moved: Cr Paul Jenner

Seconded: Cr Max Bruins

1. That Audit and Risk Committee Report No. AR24/3285 titled 'Planning, Development and Infrastructure Act 2016 Post Implementation Internal Audit' as presented on 26 February 2024 be noted.

**CARRIED****16.3 PAYROLL AND REMUNERATION INTERNAL AUDIT – REPORT NO. AR24/3288****RESOLUTION 2024/57**

Moved: Cr Paul Jenner

Seconded: Cr Josh Lynagh

1. That Audit and Risk Committee Report No. AR24/3288 titled 'Payroll and Remuneration Internal Audit' as presented on 26 February 2024 be noted.

**CARRIED****16.4 EXTERNAL AUDIT MANAGEMENT REPORT – REPORT NO. AR24/12237****RESOLUTION 2024/58**

Moved: Cr Paul Jenner

Seconded: Cr Sonya Meziniec

1. That Audit and Risk Committee Report No. AR24/12237 titled 'External Audit Management Report' as presented on 26 February 2024 be noted.

**CARRIED****16.5 RISK MANAGEMENT REPORT OCTOBER - DECEMBER 2023 – REPORT NO. AR24/12963****RESOLUTION 2024/59**

Moved: Cr Paul Jenner

Seconded: Cr Jason Virgo

1. That Audit and Risk Committee Report No. AR24/12963 titled 'Risk Management Report October - December 2023' as presented on 26 February 2024 be noted.

**CARRIED**

**16.6 WORK HEALTH SAFETY (WHS) AND WELLBEING QUARTERLY REPORT - OCTOBER - DECEMBER 2023 – REPORT NO. AR24/13549****RESOLUTION 2024/60**

Moved: Cr Paul Jenner  
Seconded: Cr Frank Morello

1. That Audit and Risk Committee Report No. AR24/13549 titled 'Work Health Safety (WHS) and Wellbeing Quarterly Report - October - December 2023' as presented on 26 February 2024 be noted.

**CARRIED****16.7 PRESIDING MEMBER NOMINATION – REPORT NO. AR24/10396****RESOLUTION 2024/61**

Moved: Cr Paul Jenner  
Seconded: Cr Sonya Mezinac

1. That Audit and Risk Committee Report No. AR24/10396 titled 'Presiding Member Nomination' as presented on 26 February 2024 be noted.
2. That Paul Duka be appointed the Presiding Member of the Audit and Risk Committee from 16 March 2024.
3. That the term of office for the position of Audit and Risk Committee Presiding Member be 1 year expiring on 16 March 2025.

**CARRIED****16.8 AUDIT AND RISK COMMITTEE MEETING REPORT 26/02/24 – REPORT NO. AR24/12549****RESOLUTION 2024/62**

Moved: Cr Paul Jenner  
Seconded: Cr Max Bruins

1. That Audit and Risk Committee Report No. AR24/12549 titled 'Audit and Risk Committee Meeting Report 26/02/24' as presented on 26 February 2024 be noted.

**CARRIED**

## 10 CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW COMMITTEE MINUTES AND RECOMMENDATIONS

### 17.1 MINUTES OF THE CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW COMMITTEE HELD ON 12 MARCH 2024

#### RESOLUTION 2024/63

Moved: Cr Josh Lynagh

Seconded: Cr Max Bruins

That the Minutes of the Chief Executive Officer Performance Review Committee meeting held on 12 March 2024 as attached be noted.

**CARRIED**

### 17.2 REMUNERATION TRIBUNAL REVIEW – REPORT NO. AR24/15539

#### RESOLUTION 2024/64

Moved: Cr Josh Lynagh

Seconded: Cr Max Bruins

1. That Chief Executive Officer Performance Review Committee Report No. AR24/15539 titled 'Remuneration Tribunal Review' as presented on 12 March 2024 be noted.
2. That the draft submission as attached to the Report No. AR24/15539 be approved for submission to the Remuneration Tribunal SA.
3. That the Chief Executive Officer or Delegate be authorised to make any necessary changes to the draft submission arising from this meeting, together with any typographical corrections, amendments to position or organisation titles, and finalisation of the document's formatting that do not materially alter the integrity of the document.

**CARRIED**

### 17.3 CHIEF EXECUTIVE PERFORMANCE REVIEW PROCESS 2024 – REPORT NO. AR24/16533

#### RESOLUTION 2024/65

Moved: Cr Sonya Mezinac

Seconded: Cr Paul Jenner

1. That Chief Executive Officer Performance Review Committee Report No. AR24/16533 titled 'Chief Executive Performance Review Process 2024' as presented on 12 March 2024 be noted.
2. That the Chief Executive Officer Performance Review Committee endorse the procurement process for the 'Independent Specialist Support'.

**CARRIED**

**18 BUILDING FIRE SAFETY COMMITTEE MINUTES**

Nil

**19 COUNCIL REPORTS****19.1 MOUNT GAMBIER TENNIS CLUB - REQUEST FOR SUPPORT**

Item 19.1 was considered and minuted earlier in the meeting (see minutes between Item 4 and Item 5).

**19.2 MOUNT GAMBIER AND DISTRICT SALEYARDS TRANSFORMATION PROJECT****RESOLUTION 2024/66**

Moved: Cr Mark Lovett

Seconded: Cr Paul Jenner

1. That Council Report No. AR24/9332 titled 'Mount Gambier and District Saleyards Transformation Project' as presented on 19 March 2024 be noted.
2. That the City of Mount Gambier contribute an amount of \$77,000 to the District Council of Grant's Saleyards Transformation Project over two financial years, subject to approval in the 2024/2025 budget process.

**CARRIED**

**19.3 SAINT MARTINS LUTHERAN COLLEGE - USE OF ST MARTINS RESERVE - PUBLIC CONSULTATION RESULTS****RESOLUTION 2024/67**

Moved: Cr Paul Jenner

Seconded: Cr Mark Lovett

1. That Council Report No. AR24/18403 titled 'Saint Martins Lutheran College - Use of St Martins Reserve - Public Consultation Results' as presented on 19 March 2024 be noted.
2. That, having considered the submissions received in response to public consultation, Council authorises the Chief Executive Officer (or representative) to grant a licence to Saint Martins Lutheran College for the use of St Martins Reserve for school purposes during school hours on school days, and other specified days/times upon request, for the remainder of the 2024 and for the 2025 school years.

**CARRIED**

**19.4 PERIODIC REVIEW OF CONFIDENTIAL ITEMS - MARCH 2024****RESOLUTION 2024/68**

Moved: Cr Max Bruins

Seconded: Cr Jason Virgo

1. That Council Report No. AR23/67199 titled 'Periodic Review of Confidential Items - March 2024' as presented on 19 March 2024 be noted.
2. That the following Confidential Orders as specified in Attachment 1 to Report AR23/67199, having been reviewed by Council, be amended to alter their duration and release conditions:

Nil.

3. That the following Confidential Orders as specified in Attachment 1 to Report AR23/67199, having been reviewed by Council, be released as soon as practicable following the Council meeting on 19 March 2024:

Nil.

4. That all Confidential Orders as specified in Attachment 1 to Report AR23/67199, excluding those amended or released in resolutions (2) or (3) above, having been reviewed by Council, remain in operation on the grounds and durations/release conditions as specified.

**CARRIED**

## 19.5 POLICY REVIEWS

### RESOLUTION 2024/69

Moved: Cr Sonya Meziniec

Seconded: Cr Frank Morello

1. That Council Report No. AR24/16887 titled 'Policy Reviews' as presented on 19 March 2024 be noted.
2. The policies as attached to Council Report No. AR24/16887 be endorsed:
  - Citizen of the Year Awards
  - Riddoch Arts and Cultural Centre - Hire
  - S135 - Streets - Naming Of
  - M130 - Media Statements on Behalf of Council

**CARRIED**

## 20 MOTIONS WITH NOTICE

Nil

## 21 MOTIONS WITHOUT NOTICE

Nil

## 22 CONFIDENTIAL ITEMS OF COMMITTEES

Nil

## 23 NEW CONFIDENTIAL ITEMS

### 23.1 VISITOR SERVICING MODEL – REPORT NO. AR24/18981

#### RESOLUTION 2024/70

Moved: Cr Jason Virgo

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 the Mayor, Councillors and S Philpott, B Cernovskis, J Fetherstonhaugh, M McCarthy, J Scoggins, S McLean, E Solly, B Shearing, A Stevens and T Chant be excluded from attendance at the meeting for the receipt and consideration in confidence of Agenda Item 23.1 AR24/18981 Visitor Servicing Model.

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
- 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 information to be considered includes information relating to the personal affairs of persons with whom Council is conducting business including information which is of a confidential commercial nature which, if disclosed, would prejudice the commercial position of the Council and other persons and could potentially confer advantage on a third party with whom Council is or is proposing to conduct business. The public interest in this matter being considered in open is considered to be outweighed by the public interest in protecting the commercial interests of Council and third parties and not conferring unfair advantage on third parties which could affect Council's capacity to achieve best value for the community.

**CARRIED**

The Mayor sought the approval of at least two-thirds of the members present at the meeting to suspend meeting procedures for 25 minutes.

Purpose of the Suspension: To further discuss Item 23.1

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

Meeting Procedures were suspended at 07:05 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 07:30 pm

**RESOLUTION 2024/71**

Moved: Cr Mark Lovett

Seconded: Cr Sonya Mezinac



**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 23.1 AR24/18981 Visitor Servicing Model and its attachments, 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 each of the matters in the report, attachments, recommendations and resolutions has been fully implemented and settled including any subsequent actions that might arise in association with these activities, with relevant resolutions to be released to affected parties as considered necessary by the Chief Executive Officer in order to give effect to the proposals contained in the report, and other resolutions to be released publicly as determined appropriate by the Chief Executive Officer as the activities in the report are implemented.
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****23.2 CRATER LAKES UNSOLICITED PROPOSAL – REPORT NO. AR24/19114****RESOLUTION 2024/72**

Moved: Cr Jason Virgo

Seconded: Cr Josh Lynagh

**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 the Mayor, Councillors and S Philpott, B Cernovskis, J Fetherstonhaugh, M McCarthy, J Scoggins, S McLean, E Solly, B Shearing, A Stevens and T Chant be excluded from attendance at the meeting for the receipt and consideration in confidence of Agenda Item 23.2 AR24/19114 Crater Lakes Unsolicited Proposal.

The Council is satisfied that, pursuant to section 90(3) (b), (d) 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 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

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 regarding the Crater Lakes Project Proposal, including the report and attachment, contains commercial information of a confidential nature provided to Council in-confidence creating a duty of confidence, the consideration of which if conducted in open would prejudice the position of Council, the party that provided the information, and potentially confer commercial advantage on a third party.

The public interest in the matter being considered in open is considered to be outweighed by the public interest in ensuring the best possible outcome for the community, which may be prejudiced if the matter were considered in open.

**CARRIED**

The Mayor sought the approval of at least two-thirds of the members present at the meeting to suspend meeting procedures for 10 minutes.

Purpose of the Suspension: To further discuss Item 23.2

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

Meeting Procedures were suspended at 07:37 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 07:49 pm

### **RESOLUTION 2024/73**

Moved: Cr Jason Virgo

Seconded: Cr Frank Morello

### **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 23.2 AR24/19114 Crater Lakes Unsolicited Proposal and its attachments, resolution/s and minutes arising from the report, having been considered by the Council in confidence under Section 90(2) & (3) (b), (d) and (g) be kept confidential and not available for public inspection until the latter of: two years after the expiry of an agreement entered into in relation to the matter, or two years after the proposal has been abandoned, and Council has been released from its duty of confidence.
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**

**23.3 SALE OF LAND FOR NON-PAYMENT OF RATES – REPORT NO. AR24/17606****RESOLUTION 2024/74**

Moved: Cr Jason Virgo  
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 the Mayor, Councillors and S Philpott, B Cernovskis, J Fetherstonhaugh, M McCarthy, J Scoggins, S McLean, E Solly, B Shearing, A Stevens and T Chant be excluded from attendance at the meeting for the receipt and consideration in confidence of Agenda Item 23.3 AR24/17606 Sale of Land for Non-Payment of Rates.

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

**CARRIED**

The Mayor sought the approval of at least two-thirds of the members present at the meeting to suspend meeting procedures for 5 minutes.

Purpose of the Suspension: To further discuss Item 23.3

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

Meeting Procedures were suspended at 07:51 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 07:57 pm

Cr Mark Lovett left the meeting at 7:57 pm and did not return.

**MOTION**

Moved: Cr Jason Virgo  
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 23.3 AR24/17606 Sale of Land for Non-Payment of Rates and its attachments, 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 the latter of:- 12 months, or the matter being settled.

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*.

#### **23.4 SALE OF LAND FOR NON-PAYMENT OF RATES – REPORT NO. AR24/17614**

##### **RESOLUTION 2024/75**

Moved: Cr Max Bruins  
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 the Mayor, Councillors and S Philpott, B Cernovskis, J Fetherstonhaugh, M McCarthy, J Scoggins, S McLean, E Solly, B Shearing, A Stevens and T Chant be excluded from attendance at the meeting for the receipt and consideration in confidence of Agenda Item 23.4 AR24/17614 Sale of Land for Non-Payment of Rates.

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

**CARRIED**

##### **RESOLUTION 2024/76**

Moved: Cr Frank Morello  
Seconded: Cr Jason Virgo

##### **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 23.4 AR24/17614 Sale of Land for Non-Payment of Rates and its attachments, 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 the latter of:- 12 months, or the matter being settled.
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**

**23.5 SALE OF LAND FOR NON-PAYMENT OF RATES – REPORT NO. AR24/17620****RESOLUTION 2024/77**

Moved: Cr Sonya Meziniec  
 Seconded: Cr Jason Virgo

**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 the Mayor, Councillors and S Philpott, B Cernovskis, J Fetherstonhaugh, M McCarthy, J Scoggins, S McLean, E Solly, B Shearing, A Stevens and T Chant be excluded from attendance at the meeting for the receipt and consideration in confidence of Agenda Item 23.5 AR24/17620 Sale of Land for Non-Payment of Rates.

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

**CARRIED****RESOLUTION 2024/78**

Moved: Cr Sonya Meziniec  
 Seconded: Cr Frank Morello

**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 23.5 AR24/17620 Sale of Land for Non-Payment of Rates and its attachments, 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 the latter of:- 12 months, or the matter being settled.
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****23.6 STRATEGIC PROPERTY MANAGEMENT – REPORT NO. AR24/15120****RESOLUTION 2024/79**

Moved: Cr Sonya Meziniec  
 Seconded: Cr Jason Virgo

**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 the Mayor, Councillors and S Philpott, B Cernovskis, J Fetherstonhaugh, M

McCarthy, J Scoggins, S McLean, E Solly, B Shearing, A Stevens and T Chant be excluded from attendance at the meeting for the receipt and consideration in confidence of Agenda Item 23.6 AR24/15120 Strategic Property Management.

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
- 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 discussion of the information to be considered in open could confer commercial advantage on a third party with whom Council is proposing to conduct business and accordingly could prejudice the commercial position of Council or benefit a third party in negotiations. The public interest in the consideration of this information is considered to be outweighed by the interest in obtaining best value for the community in the management of Council owned property holdings.

**CARRIED**

Cr Josh Lynagh left the meeting at 8:01 pm

#### **RESOLUTION 2024/80**

Moved: Cr Jason Virgo

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 23.6 AR24/15120 Strategic Property Management and its attachments, 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 the earlier of: an agreement relating to the subject matter of the report having been fully executed and settled, or 2 years after the matter has been formally abandoned. Resolutions 2, 3 and 6-9 be released following consideration by Council.
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**

Cr Lynagh returned to the meeting 8:03 pm

**23.7 STATUS REPORT - WULANDA RECREATION AND CONVENTION CENTRE –  
REPORT NO. AR24/16660****RESOLUTION 2024/81**

Moved: Cr Paul Jenner

Seconded: Cr Max Bruins

**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 the Mayor, Councillors and S Philpott, B Cernovskis, J Fetherstonhaugh, M McCarthy, J Scoggins, S McLean, E Solly, B Shearing, A Stevens and T Chant be excluded from attendance at the meeting for the receipt and consideration in confidence of Agenda Item 23.7 AR24/16660 Status Report - Wulanda Recreation and Convention Centre.

The Council is satisfied that, pursuant to section 90(3) (b), (d) 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 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

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 which is to be discussed includes information which is of a confidential commercial nature which, if disclosed, would prejudice the commercial position of the Council and other persons and could potentially confer advantage on a third party with whom Council is or is proposing to conduct business, prejudicing Council's commercial position and would potentially give rise to a breach of duty of confidence.

The public interest in this matter being considered in open is considered to be outweighed by the public interest in protecting the commercial interests of Council and third parties and not conferring unfair advantage on third parties which could affect Council's capacity to achieve best value for the community.

**CARRIED**

**RESOLUTION 2024/82**

Moved: Cr Sonya Meziniec  
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 23.7 AR24/16660 Status Report - Wulanda Recreation and Convention Centre and its attachments, resolution/s and minutes arising from the report, having been considered by the Council in confidence under Section 90(2) & (3) (b), (d) and (g) 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**

**11 MEETING CLOSE**

**The Meeting closed at 8:20pm.**

**The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 16 April 2024.**

.....  
**PRESIDING MEMBER**



**MINUTES OF CITY OF MOUNT GAMBIER  
AUDIT AND RISK COMMITTEE MEETING  
HELD AT THE COUNCIL CHAMBER, CIVIC CENTRE, 10 WATSON TERRACE, MOUNT  
GAMBIER  
ON MONDAY, 8 APRIL 2024 AT 5.30 P.M.**

**PRESENT:** Mr Paul Duka, Mayor Lynette Martin (OAM), Cr Paul Jenner, Mr Alexander Brown (virtual), Ms Belinda Johnson

**OFFICERS IN ATTENDANCE:** Chief Executive Officer - Mrs S Philpott (virtual)  
General Manager Corporate and Regulatory Services - Mrs J Fetherstonhaugh  
Manager Financial Services - Mrs J Scoggins  
Manager Governance and Property - Mr M McCarthy  
Executive Administrator - Mrs A Pasquazzi

**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 FIRST NATIONS PEOPLES HAVE WITH THE LAND.**

**2 APOLOGY(IES)**

Nil

**3 CONFIRMATION OF MINUTES**

**COMMITTEE RESOLUTION**

Moved: Belinda Johnson  
Seconded: Alexander Brown

That the minutes of the Audit and Risk Committee meeting held on 26 February 2024 be confirmed as an accurate record of the proceedings of the meeting.

**CARRIED**

**4 QUESTIONS WITHOUT NOTICE**

Nil

**5 REPORTS**

**5.1 LEASE AND LICENCE UPDATE**

**COMMITTEE RESOLUTION**

Moved: Alexander Brown

Seconded: Mayor Lynette Martin

1. That Audit and Risk Committee Report No. AR24/5611 titled 'Lease and Licence Update' as presented on 08 April 2024 be noted.
2. That Council's resolved position of '*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*', be noted.
3. That the renewal of 'holding over' leases and licences occur, following Council's prioritisation of strategic site/precinct master planning to be conducted over the coming years, and taking into account other relevant factors, be noted.

**CARRIED**

## 5.2 COUNCIL POLICY UPDATE

### COMMITTEE RESOLUTION

Moved: Cr Paul Jenner

Seconded: Alexander Brown

1. That Audit and Risk Committee Report No. AR24/19583 titled 'Council Policy Update' as presented on 08 April 2024 be noted.
2. That the Council Administration conduct periodical reviews of Council policies to ensure compliance with legislative requirements, with the aim of presenting for consideration any other policies to Council at least once during the Council term.

**CARRIED**

## 5.3 FINANCING ARRANGEMENTS

### COMMITTEE RESOLUTION

Moved: Mayor Lynette Martin

Seconded: Paul Duka

1. That Audit and Risk Committee Report No. AR24/18649 titled 'Financing Arrangements' as presented on 08 April 2024 be noted.
2. That having been reviewed by the Audit and Risk Committee on 08 April 2024:
  - The Council's Westpac Corporate Card Facility limit of \$30,000 be noted.
  - Council approve the extension of the Westpac overdraft facility to \$400,000 and notes that the overdraft provides Council with a cost effective contingency against unforeseen events.
  - The Westpac Corporate Card Facility limit and overdraft facility be reviewed and included in the Council's investments and borrowings report presented to the Audit and Risk Committee annually.

**CARRIED**

**5.4 REVIEW OF AUDIT AND RISK COMMITTEE TERMS OF REFERENCE****COMMITTEE RESOLUTION**

Moved: Alexander Brown

Seconded: Belinda Johnson

1. That Audit and Risk Committee Report No. AR23/76969 titled 'Review of Audit and Risk Committee Terms of Reference' as presented on 08 April 2024 be noted.
2. That having been reviewed by the Audit and Risk Committee on 08 April 2024:
  - The General Manager Corporate and Regulatory Services, in liaison with the Presiding Member, be authorised to make any minor amendments to the draft Audit and Risk Committee Terms of Reference that the Committee identifies, with the finalised document presented for endorsement by Council.

**CARRIED****5.5 AUDIT AND RISK COMMITTEE MEETING REPORT 26/02/24****COMMITTEE RESOLUTION**

Moved: Mayor Lynette Martin

Seconded: Cr Paul Jenner

1. That Audit and Risk Committee Report No. AR24/24108 titled 'Audit and Risk Committee Meeting Report 26/02/24' as presented on 08 April 2024 be noted.

**CARRIED****6 MOTIONS WITHOUT NOTICE**

Nil

**7 MEETING CLOSE****The Meeting closed at 6:36 pm.****The minutes of this meeting were confirmed at the Audit and Risk Committee held on 27 May 2024.**.....  
**PRESIDING MEMBER**

**16.2 LEASE AND LICENCE UPDATE – REPORT NO. AR24/5611**

<b>Committee:</b>	<b>Audit and Risk Committee</b>
<b>Meeting Date:</b>	<b>25 March 2024</b>
<b>Report No.:</b>	<b>AR24/5611</b>
<b>CM9 Reference:</b>	<b>AF11/863</b>
<b>Author:</b>	<b>Michael McCarthy, Manager Governance and Property</b>
<b>Authoriser:</b>	<b>Jane Fetherstonhaugh, General Manager Corporate and Regulatory Services</b>
<b>Summary:</b>	<b>This report provides an update on leasing and licensing of Council properties.</b>
<b>Strategic Plan Reference:</b>	<b>Goal 1: Our People</b>
	<b>Goal 2: Our Location</b>
	<b>Goal 3: Our Diverse Economy</b>
	<b>Goal 4: Our Climate, Natural Resources, Arts, Culture and Heritage</b>
	<b>Goal 5: Our Commitment</b>

**REPORT RECOMMENDATION**

1. That Audit and Risk Committee Report No. AR24/5611 titled 'Lease and Licence Update' as presented on 25 March 2024 be noted.
2. That Council's resolved position of '*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*', be noted.
3. That the renewal of 'holding over' leases and licences occur, following Council's prioritisation of strategic site/precinct master planning to be conducted over the coming years, and taking into account other relevant factors.



## TYPE OF REPORT

Corporate

## BACKGROUND

At the June 2023 Audit and Risk Committee Meeting, the Committee requested that a progress report regarding leases/licences and mandatory policies be brought back every 6 months.

Council has a suite of tenanted properties, occupied primarily by community and sporting tenants, and several tourism and commercial tenants.

In accordance with the provisions in the Local Government Act 1999 and Regulation, details of leases and licences granted over community land are published on the Council website [here](#).

In September 2019 in consideration of Economic and Environment Committee Report No. AR19/36020 Council adopted a '*strategic approach to property management issues*', resolving:

*"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."*

The accompanying report noted that:

"[t]he Council's current approach to property management is relatively passive and reactionary, maintaining a *status quo* with third party tenants managing sporting and community facilities for their own purpose and benefit, whilst responding in an *ad hoc* or piecemeal manner to opportunities that arise, but with limited consideration of such matters in a broad strategic context."

and

"[t]he development and implementation of a property strategy is intended to provide a more planned approach to property management moving forward, with the steps toward this including the development of a Sport, Recreation and Open Space Plan as an overarching ('Umbrella') strategy, supported by site, precinct and category Master Plans, and further supported by various operational (including legislative) documentation as relevant."

Council re-affirmed its strategic approach to property management issues in September 2020 and has since prepared, consulted upon and in April 2022 adopted a Strategic Recreation and Open Space Strategy ("SROSS"), and in accordance with that strategy is progressing the development of master plans and guiding principles for various precincts, including Blue Lake Sports Park for which a master plan was adopted in July 2023.

In response to the external audit management report the Audit and Risk Committee has requested a six-monthly report on leases/licences.

This report provides an update on the proposed methodology for the renewal of leases and licences.

## PROPOSAL

As set out in the background, the 'holding over' of various leases and licences has occurred while strategic site/precinct planning is being conducted on the community's intended future uses and operating/governance models for a range of open space and facilities/sites/precincts.

These separate bodies of work may confirm the continuation of existing uses or other uses/amendments to the way in which the community use Council land. The outcomes may lead to alternate operating/governance models or lease/licence arrangements for buildings and grounds, and with clarity in direction may also warrant the granting of longer tenure arrangements of up to 21+21 years.

Together with these strategic process, is the preparation and implementation of a Strategic Property Management Project Plan to address a range of cross-organisational matters that intercept with the management of Council's property holdings, whether tenanted, occupied by Council or otherwise for general public use.



As well as the identification of issues, the implementation of changes will necessarily involve engagement, particularly in the instance of tenant stakeholders who may be accustomed and committed to existing arrangements that have been in place for a considerable amount of time.

Accordingly, the preparation and implementation of a Strategic Property Management Project Plan will need to be well considered, as it goes to the heart of the community and sporting groups. It should also be noted however that Council has an interest in supporting not only its current/historical community/sporting tenants, but also other non-tenants whether they be existing or emerging community or sporting groups that for whatever reason have not had the benefit of using Council property on a 'community' or 'peppercorn' rental basis.

It is therefore necessary to strike a balance between maintaining tenants 'status quo' whilst strategic planning exercises are underway, and the ability to be ready to implement any changes that might arise as strategic direction becomes clearer.

In April 2024 the Council, through proposed Elected Member Workshop and presentation of a formal report for consideration, will consider the prioritisation of strategic site/precinct master planning, to identify those sites/precincts that are to be subject to strategic master planning in the coming year, and subsequent years, to guide the administration in allocating resources toward these.

*Community/Sporting sites identified in the SROSS as high priority for master planning/guiding principles are:*

- *Hastings Cunningham Reserve*
- *Corriedale Park*
- *Vansittart Park*
- *Olympic Park (including Reidy Park Centre and Reidy Park School oval)*
- *Blue Lake Sports Park (Implementation Plan)*

It is proposed that, once an order of priority has been endorsed by Council, considering some of these and other relevant sites, the renewal of leases/licences in the short-medium term will be guided by this as follows:

- *Sites identified as priority for master planning Yr1/Yr2 – renewal deferred until complete*
- *Sites identified for master planning in Yrs3-4 – renewal prioritised for granting 3-5year terms*

A further update may be provided to the Audit and Risk Committee to identify the number of leases/licences identified for short-term renewal based on the prioritisation adopted by Council.

In the meantime, the administration will continue managing commercial leases and community/sporting tenancy arrangements at other sites not identified for master planning, and prioritise the renewal of community/sporting leases/licences to support grant funding applications.

Notwithstanding the above, it should also be noted that other contributing factors can also delay the renewal of certain leases/licences such as, and in some cases combinations of, the following:

- *pending Crown Land dedication*
- *pending review/adoption of Community Land Management Plan (inc. leasing/licencing, use)*
- *adoption/direction in other guiding documents/plans (e.g. Crater Lakes Activation Plan/Tourism Assets Master Plan/Visitor Servicing Model)*
- *review of tenants operating/governance model/constitution*
- *status of unsolicited proposal/s*
- *other site/precinct/asset and tenant activities/matters*

Accordingly, whilst renewal of a particular lease/licence or category can be planned/prioritised, lease/licence renewal is not a matter that can be executed unilaterally, requiring the tenant to also



agree and sign-off on relevant terms and conditions in formal documentation, with external (to Council) and/or other resourcing factors potentially hindering the renewal of any given lease/licence.

The following table provides a summary of the No. of leases/licences to which the abovementioned factors currently apply, and where they are anticipated to apply in relation to leases/licenses expiring during the remainder of the 2024 calendar year:

Contributing Factor	No. of leases/licences affected	Other Comments
pending Crown Land dedication	1	Lake Terrace West Cemetery
pending adoption/update of community land management plan(s)	13	Includes CLMP's for the following: <ul style="list-style-type: none"> <li>- Crater Lakes (inc. Marist Park)</li> <li>- Olympic Park</li> <li>- Frew Park</li> <li>- Corriedale Park</li> </ul>
pending adoption/direction in other guiding documents/plans: <ul style="list-style-type: none"> <li>- Crater Lakes Activation Plan - 3</li> <li>- Tourism / Visitor Servicing - 2</li> <li>- Umpherston Sinkhole - 1</li> <li>- Hastings Cunningham Reserve - 14</li> <li>- Corriedale Park - 2</li> <li>- Vansittart Park - 1</li> <li>- Olympic Park (inc Reidy Park Centre / School, Naval Cadets) - 7</li> <li>- Blue Lake Sports Park (Implementation Plan) - 4</li> </ul>		<ul style="list-style-type: none"> <li>- affects all HCR tenants</li> <li>- affects all Olympic Park tenants</li> <li>- affects all BLSP tenants</li> </ul>
Other tenancy related matters	10+	Includes: <ul style="list-style-type: none"> <li>- Wehl St Theatre &amp; Reidy Park Centre review of constitution and governance/operating models</li> <li>- Status of unsolicited proposals</li> <li>- Consolidation of multiple licences into single licence (Cricket ass'n)</li> <li>- Council grounds maintenance, works and/or \$ contributions toward tenant obligations</li> </ul>
Not Council tenant (sub-tenant)	5	Sub-tenancies granted by tenant

Notes: The number of leases/licences affected includes numerous affected by two (2) or more contributing factors. The no. of lease/licences affected excludes a further dozen likely instances where expiry date is beyond 31 December 2024. Council may only influence renewal of sub-tenancy arrangements under breach conditions of relevant head-lease. Centrestage (Wehl St Theatre) and Reidy Park Centre review of governance models/Constitutions is by Council resolution. Grounds maintenance and other Council (fee for) service provisions form part of the policy considerations of a 'Strategic Property Management' approach, for which a project plan is being developed to identify and plan transitional arrangements. The above does not include 'potential' lease/licence or other arrangements affected by the identified contributing factors.

## LEGAL IMPLICATIONS

Leasing and licensing of community land must be conducted in accordance with the relevant provisions in the Local Government Act 1999 (and other relevant legislation relating to leasing and licensing, e.g. Retail and Commercial Leases Act).

Community land leasing/licensing arrangements must be in accordance with the provisions of relevant Community Land Management Plans, guided by and consistent with the master planning of open spaces and precincts that help give effect to Council's Objects, Role, Functions and Principles set out in sections 3, 6, 7 & 8 of the Act.



## STRATEGIC PLAN

Council's strategic approach to property management and other planning activities are consistent with and contribute to the goals in Council's Strategic Plan 2020-2024, including:

### Our People

1.1.4 Improve our accommodation offering for community groups, whilst reducing total number of Council managed facilities, including investigations into a community group hub (complementary to the Community and Recreation Hub), the co-location of community groups and future sharing of facilities [Service Provider (Direct)].

1.2.2 Helping community groups to help themselves by providing support for effective networks to develop and grow [Partnership].

### Our Location

2.1.1 Working with the community to ensure our CBD, health and education precincts, our streets and our public spaces are safe, inviting and support a positive image of the City of Mount Gambier [Owner / Custodian, Information Provider / Promoter and Partnership].

2.1.3 Consolidating, upgrading and seeking funding for a number of walking and cycling trails throughout the city, including the Rail Trail and the Crater Lakes precinct [Owner / Custodian, Advocate, Partnership].

2.1.4 Regularly reviewing and updating Council's Asset Management Plans for each asset category [Owner / Custodian].

2.1.5 Providing efficient visitor services by making tourism information access easier and more relevant [Service Provider (Direct) and (Indirect)].

2.3.1 Understand our role in tourism and develop an aspirational masterplan for the Crater Lakes area enabling us to share a vision with the community and other key stakeholders [Initiator / Facilitator, Advocate, Owner / Custodian].

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 [Partnership, Advocate, Owner / Custodian].

4.2.1 Prepare a Sport, Recreation and Open Space Strategy and masterplans for our key reserves enabling effective and efficient multiple uses and the improvement of facilities [Service Provider (Direct), Owner / Custodian].

Council's Sport, Recreation and Open Space Strategy identifies priorities and principles to which a strategic approach to property management contributes:

- Our open spaces will be well distributed, safe and accessible by everyone in our community, regardless of where they reside or frequent within the city.
  - Develop multipurpose facilities at each open space site that cater for a range of activities.
  - Develop Master Plans for key recreation and sporting sites across the City such as Hastings Cunningham Reserve, Olympic Park, Malseed Park, Vansittart Park, Don McDonnell Reserve, Frew Park, McDonald Park and the Rail Lands and Rail Trail.
- Our sport and recreation facilities will be nonexclusive, fit for purpose and share resources to reduce the burden on our volunteers.
  - Increase the diversity of sport and recreation opportunities in parks and reserves especially for those sports that currently do not have a home ground.
  - Co-locate active recreation facilities with existing recreation opportunities such as playspaces and playing fields.
  - Identify opportunities to incorporate unique facility components into multipurpose design.
  - Partner with peak bodies, clubs, community organisations and private operators to deliver sport and recreation opportunities targeting new participants in parks and reserves.
- We will strive for our spaces to reflect the principles of universal design by promoting physical access for all abilities and genders.





- Address gaps in female friendly change facilities in our sporting open spaces in partnership with the local sporting clubs and State Sporting Organisations.
- Local stories, heritage and culture are considered and interpreted through design, strengthening our identity and fostering community ownership and pride of place.
  - Reflect the diverse community of Mount Gambier in the naming or renaming of open space and recreation facilities (for example, new facilities named for local persons or reflecting local cultures and languages).
- Provide unique play experiences including youth spaces that are attractive to a range of ages.
- Responsive and sustainable management practices of open space across the City.
  - Review and establish new service standards to better reflect use, profile and hierarchy of open space.
  - Deliver a best practice design manual for new and existing open space to advocate for the delivery of high quality spaces.
  - Seek funding opportunities for sport, recreation and open space developments from new and existing sources.

### **COUNCIL POLICY**

Council's [R200 – Community Land \(Reserves\) Lease/Licence/Rental Arrangements Policy](#) relates to leases and licences (and in some cases grounds maintenance) of community land, subject to the Council resolution committing to a strategic approach to property management issues, and other relevant legislative and regulatory provisions including those relating to fees and charges.

### **ECONOMIC IMPLICATIONS**

N/A

### **ENVIRONMENTAL IMPLICATIONS**

N/A

### **SOCIAL IMPLICATIONS**

Whilst Council's community/sporting leases and licences have social implications, there are no recommendations or actions arising from this update report that have any social implications, with community/sporting tenants 'holding over' on the same terms and conditions.

### **CULTURAL IMPLICATIONS**

N/A

### **RESOURCE IMPLICATIONS**

The main direct resourcing issues associated with the proposal in this report is that of lease/licence preparation and negotiation, which can be managed over time within current resourcing.

This does not address any resulting resources that may arise from tenant expectations in the process of renewing a lease/licence. However, the standard terms and conditions of Council's community/sporting leases and licences place primary responsibility for leased/licensed premises upon the tenant in recognition of/exchange for the 'community' or 'peppercorn' nature of the rent.

### **VALUE FOR MONEY**

As above for Resource Implications

### **RISK IMPLICATIONS**

The use of 'holding over' provisions as contained in standard lease and licence agreements manages the legal risk of leases/licences 'expiring' with no continuing contractual arrangements, with the resulting 'monthly tenancies' being on the same terms and conditions as the original lease, in the same manner as a renewal term.

The community and political risk associated with 'holding over' provisions lies in the security of tenure for sporting/community tenants.



**EQUALITIES AND DIVERSITY IMPLICATIONS**

N/A

**ENGAGEMENT AND COMMUNICATION STRATEGY**

An engagement/communication strategy may be prepared to address the prioritisation of master planning and lease/licence renewal directly with affected tenants/stakeholders.

**IMPLEMENTATION STRATEGY**

As set out in the proposal, implementation of lease/licence renewals is proposed on a priority basis inversely aligned with the Council's priorities for strategic master planning of sites/precincts.

**CONCLUSION AND RECOMMENDATION**

Having provided background information on Council's '*strategic approach to property management*' this report proposes that the renewal of Council's leases and licences be prioritised, aligned to Council's adopted priorities for strategic site/precinct master planning as proposed for consideration in the coming months.

A further update will be provided to the Audit and Risk Committee on a six-monthly basis as requested.

**ATTACHMENTS**

Nil



**16.3 COUNCIL POLICY UPDATE – REPORT NO. AR24/19583**

<b>Committee:</b>	<b>Audit and Risk Committee</b>
<b>Meeting Date:</b>	<b>25 March 2024</b>
<b>Report No.:</b>	<b>AR24/19583</b>
<b>CM9 Reference:</b>	<b>AF11/863</b>
<b>Author:</b>	<b>Michael McCarthy, Manager Governance and Property</b>
<b>Authoriser:</b>	<b>Jane Fetherstonhaugh, General Manager Corporate and Regulatory Services</b>
<b>Summary:</b>	<b>This report provides an update on the review of Council Policies.</b>
<b>Strategic Plan Reference:</b>	<b>Goal 1: Our People</b>
	<b>Goal 2: Our Location</b>
	<b>Goal 3: Our Diverse Economy</b>
	<b>Goal 4: Our Climate, Natural Resources, Arts, Culture and Heritage</b>
	<b>Goal 5: Our Commitment</b>

**REPORT RECOMMENDATION**

1. That Audit and Risk Committee Report No. AR24/19583 titled 'Council Policy Update' as presented on 25 March 2024 be noted.
2. That the Council Administration conduct periodical reviews of Council policies to ensure compliance with legislative requirements, with the aim of presenting for consideration any other policies to Council at least once during the Council term.



**TYPE OF REPORT**

Other

**BACKGROUND**

In response to an external audit management report that as at May 2023 35 of Council's 74 formal policies were required to be reviewed and updated the Audit and Risk Committee requested a six-monthly report on the review of mandatory policies.

An update presented to the November 2023 Audit and Risk Committee meeting reported that in the period from June 2023 to November 2023:

- 35 Council policies had been reviewed
- 2 Council policies temporarily suspended
- 1 Council policy revoked
- 2 new Council policies adopted

and as at 27 November 2023 30 of Council's 79 formal policies required reviewing and updating.

This report provides a further update on mandatory policies and the review of other Council policies.

**PROPOSAL**

The Audit and Risk Committee request for a six-monthly policy report specifically referenced 'mandatory' policies.

At the time of earlier reports to the Audit and Risk Committee the Local Government Association listing of 'mandatory' policies had not been updated since well prior to the 2021 local government reform changes, but an updated listing of mandatory policies under the Local Government Act 1999 has subsequently been issued, as follows:

<b>Mandatory Policy</b>	<b>Section of Local Government Act 1999</b>	<b>Council Policy Adopted / Last Reviewed</b>
Prudential Management	section 48(aa1)	September 2023
Procurement	section 49(a1)	December 2023
Contracts and Tenders	section 49(1)	(included in s49(a1) policy)
Public consultation	section 50	April 2020 (pending State Govt adoption of Community Engagement Charter arising from 2021 LG Reform)
Member Training and Development	section 80A	November 2022
Rating Policies	section 150	June 2023
Internal Controls	section 125(1)	September 2023
Risk Management	section 125(3)	November 2020
Road and Place Naming	section 219(5)	March 2024
Order Making	section 259	September 2019
Behaviour Management	section 262B	September 2023
Internal Review of Council Actions and Complaint Handling	section 270(a1)	March 2017 (pending updated LGA Template following 2021 LG Reform)
Caretaker	section 91A (Elections Act)	January 2022

As may be seen from the above table, Council has in place all mandatory policies required by the Local Government Act 1999, noting that the above list does not include any policies as may be required under other legislation, nor does the list include other 'policy like' documents such as Codes,



Charters, Plans, Registers etc as are required to be maintained under the Local Government Act 1999 and other legislation.

A number of policies are pending review, with the Risk Management and Order Making policies scheduled in the coming months, and the Public Consultation and Internal Review policies pending the completion of a Community Engagement Charter by the State Government and the update of a Template/Model policy by the Local Government Association, necessitated by local government reform changes in 2021.

Since November 2023 further policy reviews have been conducted as follows:

*December 2023*

- *P910 Provision of Loans or Guarantees to Community Groups (suspended)*
- *E200 Employees – Service Awards – Gifts at Resignation/Retirement (suspended)*
- *F225 Fraud, Corruption. Misconduct and Maladministration Prevention*
- *Internal Audit*
- *P420 Procurement and Disposal of Land and Assets (revoked)*
- *Disposal of Land and Assets (replacement policy)*
- *Procurement (replacement policy)*
- *C320 Council Chamber and Reception Area – Use of*
- *P900 Public Interest Disclosure*
- *V140 Visits by Parliamentary Governmental Representatives (revoked)*

*January 2024*

- *M205 Members – Mayor – Anniversary Messages*
- *M225 Members – Service Recognition (deferred for further discussion)*
- *E115 Elections – Council Entitlement to Vote*
- *F140 Flag Protocol*
- *S92 Code of Practice for Access to Meetings and Documents*
- *Council Determined Meeting Procedures Policy (interim policy)*
- *Information Security Policy (new)*

*February 2024*

- *nil*

*March 2024*

- *Citizen of the Year Awards (re-titled from ‘A270 Australia Day Awards’)*
- *Riddoch Arts and Cultural Centre – Hire (retitled from ‘Main Corner Complex Hire’)*
- *S135 Streets – Naming Of*
- *M130 – Media Statements on behalf of Council*

Notwithstanding these significant bodies of work since May 2023, as at March 2024 25 of Council’s 84 policies require review and updating, including 4 identified as mandatory policies.

A further 6 policies will fall due for review between now and the 1 July 2024, including Council’s Rating policies which are reviewed annually as part of the Annual Business Plan and Budget and rating adoption processes.

It is important to note that, whilst good practice to review policies on a periodic basis, particularly where they have been identified with a ‘review date’, the passing of such arbitrary dates is not fatal to the application of a policy unless specifically designated as a ‘sunset date’ or the policy lapsing in accordance with some legislative provision such as is the case with the Member Benefits Policy



**LEGAL IMPLICATIONS**

The Local Government Act and other Acts require Council to adopt certain 'mandatory' policies. Except where prescribed it is not a legislative requirement to review policies with any particular frequency, however it is good practice and Council aims to review each policy during a Council Term.

**STRATEGIC PLAN**

N/A

**COUNCIL POLICY**

N/A

**ECONOMIC IMPLICATIONS**

N/A

**ENVIRONMENTAL IMPLICATIONS**

N/A

**SOCIAL IMPLICATIONS**

N/A

**CULTURAL IMPLICATIONS**

N/A

**RESOURCE IMPLICATIONS**

N/A

**VALUE FOR MONEY**

N/A

**RISK IMPLICATIONS**

The review of policies does not of itself manage risk, except where there is a requirement to review within a certain timeframe.

However the continual review of policy provisions to ensure their currency assists with managing relevant risks.

Similarly, in circumstances where the risk of adopting policy that is at variance to legislative requirements, there is a risk in the premature review of policy ahead of other supporting resources, as is the case with the public consultation and internal review policies which are pending the release of the State Governments Community Engagement Charter and LGA Template/Model Policy.

**EQUALITIES AND DIVERSITY IMPLICATIONS**

N/A

**ENGAGEMENT AND COMMUNICATION STRATEGY**

N/A

**IMPLEMENTATION STRATEGY**

N/A

**CONCLUSION AND RECOMMENDATION**

This report provides a 6 monthly update to the Audit and Risk Committee on the status of mandatory policies.

**ATTACHMENTS**

Nil





**16.4 FINANCING ARRANGEMENTS – REPORT NO. AR24/18649**

<b>Committee:</b>	<b>Audit and Risk Committee</b>
<b>Meeting Date:</b>	<b>25 March 2024</b>
<b>Report No.:</b>	<b>AR24/18649</b>
<b>CM9 Reference:</b>	<b>AF11/863</b>
<b>Author:</b>	<b>Kylie Harradine, Financial Accounting Coordinator</b>
<b>Authoriser:</b>	<b>Jane Fetherstonhaugh, General Manager Corporate and Regulatory Services</b>
<b>Summary:</b>	<b>This report outlines current Financing Arrangements in relation to Council’s existing Corporate Card Facility and Westpac overdraft.</b>
<b>Strategic Plan Reference:</b>	<b>Goal 1: Our People</b>
	<b>Goal 2: Our Location</b>
	<b>Goal 3: Our Diverse Economy</b>
	<b>Goal 4: Our Climate, Natural Resources, Arts, Culture and Heritage</b>
	<b>Goal 5: Our Commitment</b>

**REPORT RECOMMENDATION**

1. That Audit and Risk Committee Report No. AR24/18649 titled ‘Financing Arrangements’ as presented on 25 March 2024 be noted.
2. That having been reviewed by the Audit and Risk Committee on 25 March 2024:
  - The Council’s Westpac Corporate Card Facility limit of \$30,000 be noted.
  - Council approve the extension of the Westpac overdraft facility to \$400,000.





## TYPE OF REPORT

Corporate

## BACKGROUND

A review of Councils Financing Arrangements was undertaken in February 2024, in conjunction with a review of the Corporate Card Administrative Procedure. The purpose of reviewing the Corporate Card Administrative Procedure was to ensure the document aligned with current organisational requirements, Council's procurement policy and financial delegations.

## PROPOSAL

1. **Purpose** - This report is presented to the Audit and Risk Committee to review Council financing arrangements.
2. **Administrative Procedure** - The revised administrative procedure provides clarity on roles and responsibilities. Following are some of the key changes made:
  - **Structure and Format** - Has been changed to provide clarity for the user.
  - **Financial Delegation** - The maximum card limit is limited to a person's financial delegations.
  - **Recurring Costs** - Recurring costs (e.g. direct debits) must be approved by the General Manager Corporate and Regulatory Services.
  - **Combined documents** - To ensure consistency, alignment and ease of use, the administrative procedure and approval/declaration documents have been combined.
  - **Training** - Training will be undertaken in the first instance with all new and current cardholders.
  - **Transaction Descriptions** - Taking on board feedback from previous Ombudsmen investigations and recommendations at other SA Councils, clear transaction details are required.
3. **Corporate Cards** - The review has identified that the existing Westpac Corporate Card Facility limit of \$30,000 is sufficient to meet current organisational requirements and should remain unchanged.
4. **Treasury Management** - Cash Advance Debentures (CADs) funded by the LGFA are held by Council's to manage their cash flow requirements. CADs are a cost effective, low interest variable loans which allow Council the ability to drawdown and repay as required. CAD facilities assist Council in managing the fluctuating nature of income and expenditure throughout the year.
5. **Overdraft** - The Westpac overdraft facility was introduced as a contingency to cover payroll in 2015 and has remained unchanged.
  - **Standard practice** - It is common practice for Councils to hold an overdraft to cover payroll (as advised by key stakeholder).
  - **Debt capacity** - An unutilised overdraft does not form part of Council debt capacity (as advised by key stakeholder).
  - **Cost** - There is no cost associated with an unutilised overdraft.
  - **Required capacity** - The overdraft of \$250,000 established in 2015 is no longer sufficient to cover a fortnightly payroll, currently c\$400,000.
  - **Contingency** - An overdraft provides Council with a cost-effective contingency against unforeseen events and protection for Councils payroll (and payment method of last resort).

## LEGAL IMPLICATIONS

N/A



**STRATEGIC PLAN**

N/A

**COUNCIL POLICY**[Procurement Policy](#)[Internal Controls Policy](#)[R180 Risk Management Policy](#)[Internal Audit Policy](#)**ECONOMIC IMPLICATIONS**

N/A

**ENVIRONMENTAL IMPLICATIONS**

N/A

**SOCIAL IMPLICATIONS**

N/A

**CULTURAL IMPLICATIONS**

N/A

**RESOURCE IMPLICATIONS**

N/A

**VALUE FOR MONEY**

N/A

**RISK IMPLICATIONS**

An overdraft facility will protect Council payroll from any unexpected delay in funds transfer.

Controls are in place to limit who can transfer funds from the LGFA. In the unlikely event that all these staff are absent at the same time without notice, an overdraft will ensure Council payroll can be processed.

**EQUALITIES AND DIVERSITY IMPLICATIONS**

N/A

**ENGAGEMENT AND COMMUNICATION STRATEGY**

N/A

**IMPLEMENTATION STRATEGY**

Audit and Risk Committee to note Westpac Corporate Card Facility limit of \$30,000, with no further action required.

Following review by the Audit and Risk Committee, an approval of Council to extend the Westpac overdraft is required. Following Council's resolution, an application be obtained from Westpac and completed by Finance Team.

**CONCLUSION AND RECOMMENDATION**

It is recommended the Audit and Risk Committee note the current Westpac Corporate Card Facility limit is \$30,000. The Audit and Risk Committee support the extension of Council's Westpac overdraft to \$400,000, subject to approval of Council.

**ATTACHMENTS**

Nil





**16.5 REVIEW OF AUDIT AND RISK COMMITTEE TERMS OF REFERENCE – REPORT NO. AR23/76969**

<b>Committee:</b>	<b>Audit and Risk Committee</b>
<b>Meeting Date:</b>	<b>8 April 2024</b>
<b>Report No.:</b>	<b>AR23/76969</b>
<b>CM9 Reference:</b>	<b>AF11/863</b>
<b>Author:</b>	<b>Julie Scoggins, Manager Finance</b>
<b>Authoriser:</b>	<b>Jane Fetherstonhaugh, General Manager Corporate and Regulatory Services</b>
<b>Summary:</b>	<b>This report is presented to enable the Audit Committee to review the Draft Audit and Risk Committee Terms of Reference and provide a recommendation to Council to adopt at the next Council meeting.</b>
<b>Strategic Plan Reference:</b>	<b>Goal 1: Our People</b> <b>Goal 2: Our Location</b> <b>Goal 3: Our Diverse Economy</b> <b>Goal 4: Our Climate, Natural Resources, Arts, Culture and Heritage</b> <b>Goal 5: Our Commitment</b>

**REPORT RECOMMENDATION**

1. That Audit and Risk Committee Report No. AR23/76969 titled 'Review of Audit and Risk Committee Terms of Reference' as presented on 08 April 2024 be noted.
2. That the Audit Committee:
  - (a) Authorises the General Manager Corporate and Regulatory Services in liaison with the Presiding Member to make any minor amendments to the draft Audit and Risk Committee Terms of Reference that the Committee identifies and to then finalise the document; and
  - (b) Recommend to Council that the draft Audit and Risk Committee Terms of Reference be adopted.



## TYPE OF REPORT

Other

## BACKGROUND

1. **Decision Making Structure** - Council adopted at its meeting held on 29 November 2022 a decision making structure that included the Audit and Risk Committee (a Committee established under s41 of the Local Government Act 1999).
2. **Current Terms of Reference** - The Audit Committee's Terms of Reference - (under 14.2) 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.
3. **Prior Formal Review** – One prior formal review by the Committee was on 12 April 2021 and the Terms of Reference were adopted at the Council meeting held on 20 April 2021.
4. **Initial Review** – It was recognised that the initial Draft Terms of Reference presented to the Audit Committee included significant changes for the committee's consideration, and therefore the document was provided as a first draft at the Audit Committee meeting on 20 September 2021.
5. **Legislative Changes** – It should be noted that these changes assisted the committee in the transition to an Audit and Risk Committee as prescribed in the new Local Government Act Statutes Amendment (Local Government Review) Act 2021.
6. **Initial Review** - An initial review of the Audit & Risk Committee Terms of Reference was undertaken at the Audit Committee meeting on 20 September 2021.
7. **Further Review/Benchmarking** – Following feedback and review of Terms of Reference for other South Australian Councils, further changes were made to the draft Audit & Risk Committee Terms of Reference.
8. **Terms of Reference Review and Adoption** – The Terms of Reference was reviewed by the Audit and Risk Committee on 8 November 2021 and adopted by Council at the meeting in November 2021.
9. **New Legislation** - The new Local Government Act Statutes Amendment (Local Government Review) Act 2021 recommended a number of changes that were incorporated as best practice in the Terms of Reference prior to the effective date of the legislative changes. This change as implemented from 30 November 2023 included the following: new functions for the Audit and Risk Committee, frequency of meetings, and reporting.
10. **Audit and Risk Committee Review** - A memo was sent members prior to a workshop held in February 2024 where members provided feedback.

## PROPOSAL

1. **Minor Changes** – A number of minor changes have been made to the Terms of Reference including the following items that have been changed (as shown in red in the Draft Terms of Reference attached):
  - **Purpose** - Including the purpose of the Audit and Risk Committee as per the legislation.
  - **Functions** - Updated to include all functions detailed in the legislation.
  - **Reporting** - New reporting brought in as a result of new legislation.
  - **Participation by electronic means** - Inclusion in the terms of reference for members to attend electronically.
  - **Advisors** - Role titles were changed.
2. **Further Changes** - Changes made further to initial Audit and Risk Committee Members review (shown in blue):



- **Advisors** - Role titles with the exception of the CEO were removed and referred instead to Council staff to incorporate all staff who may act as advisors.
- **Presiding Member** - All references to the Chairperson have been amended to state the Presiding Member.

## LEGAL IMPLICATIONS

As outlined in this report, the Local Government Act Statutes Amendment (Local Government Review) Act 2021 has been considered in the development of these recommendations.

## STRATEGIC PLAN

Nil

## COUNCIL POLICY

[T150 Treasury Management Policy](#)

[B300 Budget Framework Policy](#)

[F225 Fraud and Corruption Prevention Policy](#)

[P415 Prudential Management](#)

[R105 Rating](#)

## ECONOMIC IMPLICATIONS

Nil

## ENVIRONMENTAL IMPLICATIONS

Nil

## SOCIAL IMPLICATIONS

Nil

## CULTURAL IMPLICATIONS

Nil

## RESOURCE IMPLICATIONS

Nil

## VALUE FOR MONEY

Nil

## RISK IMPLICATIONS

A high functioning Audit and Risk Committee is a valuable resource in Council's overall risk strategy and management.

## EQUALITIES AND DIVERSITY IMPLICATIONS

Nil

## ENGAGEMENT AND COMMUNICATION STRATEGY

Nil

## IMPLEMENTATION STRATEGY

The terms of reference once adopted will be uploaded onto Council's website. Audit & Risk Committee reports will also include details of their alignment to the Terms of Reference.

## CONCLUSION AND RECOMMENDATION

This report recommends that the Audit Committee consider its draft terms of reference with the intent of recommending that this draft is adopted at the next Council meeting.



**ATTACHMENTS**

1. DRAFT Audit and Risk Committee - Terms of Reference - March 2024





## **Audit and Risk Committee**

### **TERMS OF REFERENCE**

A Committee of Council  
established pursuant to the provisions of  
Sections 41 and 126  
of the Local Government Act 1999

Terms of Reference for the conduct of the business of the Audit and Risk Committee were approved and adopted by the City of Mount Gambier at its meeting held on ~~13 December 2022~~.





**Audit and Risk Committee**

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**1. ESTABLISHMENT:**

- 1.1 Legislation** - Pursuant to Sections 41 and 126 of the Local Government Act 1999 the Council has established a Committee to be known as the City of Mount Gambier Audit & Risk Committee ("the Committee").
- 1.2 Purpose** – According to Section 126 (1a) The purpose of an audit and risk committee established by a council is to provide independent assurance and advice to the council on accounting, financial management, internal controls, risk management and governance matters.
- 1.3 Functions** - The functions of the Audit and Risk Committee include, per the Local Government Act 1999, Division 2, Section 126 (4):
- (a) reviewing annual financial statements to ensure that they present fairly the state of affairs of the council; and
  - (b) proposing and providing information relevant to, a review of the council's strategic management plans or annual business plan; and
  - (c) monitoring the responsiveness of the council to recommendations for improvement based on previous audits and risk assessments, including those raised by a council's auditor; and
  - (d) proposing and reviewing, the exercise of powers under section 130A; and
  - (e) liaising with the council's auditor in accordance with any requirements prescribed by the regulations; and
  - (f) reviewing the adequacy of the accounting, internal control, reporting and other financial management systems and practices of the council on a regular basis; and
  - (g) —
    - (i) if the council has an internal audit function—
      - (A) providing oversight of planning and scoping of the internal audit work plan; and
      - (B) reviewing and commenting on reports provided by the person primarily responsible for the internal audit function at least on a quarterly basis; or
    - (ii) if the council does not have an internal audit function, reviewing and commenting on an annual report provided by the chief executive officer in relation to the policies and processes adopted by the council to evaluate and improve the effectiveness of its internal control practices and procedures; and
  - (h) reviewing and evaluating the effectiveness of policies, systems and procedures established and maintained for the identification, assessment, monitoring, management and review of strategic, financial and operational risks on a regular basis; and
  - (i) reviewing any report obtained by the council under section 48(1); and
  - (j) performing any other function determined by the council or prescribed by the regulations.



- 1.4 **Delegation** - 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.

## 2. INTERPRETATION:

- 2.1 For the purpose of these Terms of Reference, unless inconsistent with the subject matter or context:

Term	Interpretation
<b>Act</b>	The Local Government Act 1999 and includes all Regulations and Schedules.
<b>Committee</b>	The Committee of Council established pursuant to clause 3.
<b>Committee Member</b>	The persons appointed by the Council to the Committee pursuant to clause 4.
<b>Commencement Date</b>	The date on which the Committee is established and becomes operative pursuant to clause 3.
<b>Council</b>	The City of Mount Gambier that established the Committee and to which the Committee reports.
<b>Presiding Member</b>	The person appointed to that position pursuant to clause 5.
<b>Observers</b>	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.
<b>Sub-Committee</b>	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** - All communications to be given to the Committee shall be addressed to:
- City of Mount Gambier Audit and Risk Committee  
PO Box 56  
MOUNT GAMBIER SA 5290  
Email: [city@mountgambier.sa.gov.au](mailto:city@mountgambier.sa.gov.au)

## 3. AUTHORITY:

- 3.1 **Overall Objective** - The Committee is created with the express objective of providing considered advice to Council within the scope of its purpose and reasons for establishment.
- 3.2 **Delegation Status** - The Committee does not have delegated powers or delegated financial responsibilities or authority to implement actions in areas over which management has responsibility.
- 3.3 **Management Function** - Therefore, the Committee does not have any



management function and is independent to management.

3.4 **Council Authorisation** - Within its scope of responsibility, Council authorises the Committee to:

- (a) perform activities within the scope of this Terms of Reference;
- (b) require the attendance of Senior Council Officers at meetings as required;
- (c) have access to members of Executive Leadership Team, employees and relevant information;
- (d) oversee the performance and meet with both the external auditor and the internal auditor;
- (e) request necessary financial resources to be provided to enable the Committee to receive any necessary legal, accounting or other professional advice.

4. **MEMBERSHIP/COMPOSITION:**

4.1 **Membership** - Members of the Audit & Risk Committee are appointed by Council. The size of the Committee be between three (3) and five (5) members (inclusive) consistent with any Regulations and shall consist of:

- At least one (1) Councillor;
- At least two (2) Independent members.

4.2 **Appointment to Committee** - 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.

4.3 **Resignation** - Of the appointment must be in writing.

4.4 **Confidentiality** - Committee members shall not directly or indirectly release or make available to any person any information relating to the work or discussions of the Committee of which he or she is a member or was in his or her possession except in accordance with such terms and in such a manner as stipulated by City of Mount Gambier Council.

4.5 **Vacancies** – A vacancy in the membership of the committee will not invalidate any decisions of the committee, provided a quorum is maintained during meetings.

4.6 **Advisors** - The Chief Executive Officer (CEO) and delegates are not members of the Committee, but should attend meetings in an advisory capacity.

4.7 **Role of Mayor** - Is an ex officio member of the Committee.

4.8 **Council Members** - The Council members of the Committee shall be appointed by Council at its Statutory Meeting, unless otherwise determined by the [Presiding Member](#) of the Committee.

4.9 **External Auditors** - 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.

4.10 **Voting Rights** - Only members of the Committee are entitled to vote (move and second) in Committee meetings.

4.11 **Role of Council Staff** - Members of Council's staff may attend any meeting as observers and be responsible for preparing papers for the Committee.



4.12 **Committee Meeting Location** - In accordance with the principles of open, transparent and informed decision making, Committee meetings must be conducted in a place open to the public.

## 5 **INDEPENDENT MEMBERS**

Independent Members are external members who are neither Councillors or a member of Council staff, as outlined in section 126(2) of the Act.

- 5.1 **Required Skills & Experience** - Independent Members shall have senior business or financial management/reporting knowledge and expertise, and be conversant with the financial, risk management and governance issues, and have extensive accounting, auditing or legal skills and other reporting requirements of Local Government.
- 5.2 **Appointment** - The appointment of external independent members shall be made by Council resolution following public advertisement in the local newspaper **or appropriate website** and Council website.
- 5.3 **Tenure** - Independent members shall be appointed for a term of two years, after which time Council can choose to exercise an option to renew the appointment for another term. Independent members can only serve for two consecutive terms without public advertisement, however, members may re-apply at the end of their term(s) and be re-appointed for further terms through the public advertisement process.
- 5.4 **Remuneration** - Remuneration paid to independent members will be a set fee per meeting with an additional amount paid to the **Presiding Member**. Travelling costs will also be reimbursed.
- 5.5 **Resignation** - In the event of a resignation of an external independent member or statutory change, the Committee has the option to review unsuccessful applicants from the initial recruitment process and recommend to Council to appoint an applicant, if this occurs within the previous 12 month period.



## 6. COUNCIL MEMBERS

- 6.1 **Appointment** - The Council member(s) of the Committee shall be appointed by Council at its Statutory Meeting, unless otherwise determined by the **Presiding Member** of the Committee.
- 6.2 **Proxy Member** – May be appointed by members of Council. Only members of the Committee are entitled to vote in Committee meetings. If the member of Council who is a Committee member is unable to participate in a Committee meeting, then the appointed proxy member is able to participate in the Committee meeting and is entitled to vote.
- 6.3 **Tenure** – The tenure of the Council member on the Committee will be for the term of Council unless otherwise determined.

## 7. COMMITTEE PRESIDING MEMBER:

- 7.1 **Role** – The role of the **Presiding Member** is to:
- **Meeting Conduct** - Oversee the orderly conduct of meetings in accordance with the *Local Government Act 1999*, the *Local Government (Procedures at Meetings) Regulations 2013* and the Council's Code of Conduct for Meeting Procedures;
  - **Guiding Principles** - Ensure that the Guiding Principles in Regulation 4 are observed and that all Committee Members have an opportunity to participate in discussions in an open and responsible manner.
- 7.2 **Appointment** - The **Presiding Member** of the Committee must be appointed by Council resolution and be an independent member. The **Presiding Member** will be appointed for two years.
- 7.3 **Tenure** - After serving two years, the Committee may choose to appoint the **Presiding Member** for a further one year term or the Committee may choose to nominate another **Presiding Member** from the independent membership. The process will be dependent on the Committee seeking nominations from the current independent membership and providing a report to Council for endorsement.
- 7.4 **Acting Presiding Member** - In the absence of the appointed **Presiding Member** from a meeting, the meeting will appoint an acting **Presiding Member** from the Independent members present at the meeting.

## 8. NOTICE OF MEETINGS:

- 8.1 The Committee shall conduct its meetings at the Council **Chamber building**, 10 Watson Terrace, Mount Gambier.
- 8.2 In accordance with Section 87 of the Act a notice of each meeting confirming the venue, date and time, together with an agenda of items to be discussed, shall be forwarded to each member of the Committee and observers, no later than three (3) clear days before the date of the meeting. Supporting papers shall be sent to Committee Members (and to other attendees as appropriate) at the same time.

## 9. MEETINGS AND DOCUMENTATION:

- 9.1 **Number of Meetings** - Aligned with legislation there must be at least 1 meeting of



~~an audit and risk committee in each quarter. 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.

- 9.1 **Additional Meetings** – Shall be convened at the discretion of the **Presiding Member** or at the written request of a Committee member, the CEO or the internal or external auditors.
- 9.2 **Quorum** - At all meetings of the Committee a quorum must be present, noting the following:
- No business shall be transacted at any meeting of the Committee unless a quorum of Members is present.
  - 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 authorities, powers and discretions vested in or exercisable by the Committee.
- 9.3 **Role of Presiding Member** - 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.
- 9.4 **Voting Rights** - 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.
- 9.5 **Deliberate Vote** - Each Member of the Committee including the **Presiding Member** present at any meeting of the Committee shall have one deliberate vote only.
- 9.6 **Meeting Access** - 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.
- 9.7 **Participation via electronic means** - A Committee Member may participate, and is considered as being present at a meeting if using telephone or other electronic means as long as the Committee Member has advised the Chief Executive Officer a minimum of 24 hours prior to the commencement of the meeting.
- 9.8 **Documents** - Members of the public shall have access to all documents related to the Committee unless prohibited by resolution of the Committee under the confidentiality provisions of Section 90 and 91 of the Local Government Act 1999.

## 10. MINUTES OF MEETINGS:

- 10.1 **Role of The CEO** - The CEO shall ensure that the proceedings and resolutions of all meetings of the Committee, including recording the names of those present are minuted and that the minutes otherwise comply with the requirements of the *Local Government (Procedure at Meetings) Regulations 2013*.
- 10.2 **Minutes Review** - The **Presiding Member** will review the minutes within one week of the meeting and these will be presented to the next practicable Council meeting. The minutes will then be formally approved at the subsequent meeting of the Committee.



- 10.3 **Minutes Availability** – Minutes shall be made available to all Members of the Committee, Council and the public section 90 of the Local Government Act applies.
- 10.4 **Minutes Confirmation** - 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 **Submission To Council** - 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. MEETING PROCEDURE:

- 11.1 **Legislation** - The Committee shall conduct meetings in accordance with the *Local Government Act 1999, Local Government (Procedures at Meetings) Regulations 2013* and Council Determined Meeting Procedures Policy.
- 11.2 **Conflict of Interest** - Conflict of Interest declarations pursuant to s73 - 75B of the Local Government Act 1999.

## 12. ROLE OF THE AUDIT AND RISK COMMITTEE:

### 12.1 Financial Reporting: The Committee shall:

- 12.1.1 **Financial Statements** - 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.
- 12.1.2 **Review and challenge** - where necessary:
- The consistency of, and/or any changes to accounting policies.
  - The methods used to account for significant or unusual transactions where different approaches are possible.
  - The compliance with appropriate accounting standards and use of appropriate estimates and judgements, taking into account the views of the external auditor.
  - The clarity of disclosure in the Council's financial reports and the context in which statements are made; and
  - 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).

### 12.2 Internal Controls and Risk Management Systems

The Committee shall:

- 12.2.1 **Effectiveness** - Monitor the effectiveness of the Council's internal controls and risk management systems; and
- 12.2.2 **Review and recommend the approval** - Where appropriate, of statements to be included in the annual report concerning internal controls and risk management.
- 12.2.3 **Risk Profile** - Keep under review Council's overall risk profile and monitor risk exposure.
- 12.2.4 **Risk Management** - Monitor the risk exposure of Council by determining if management has appropriate risk management processes and adequate





management information systems.

- 12.2.5 **Risk Management Framework** - Review Council's Risk Management Policy and Framework and risk profile. Monitor the process of review of Council's risk profile to ensure that material risks are dealt with appropriately.
- 12.2.6 **Risk Register** - Receive status reports on a regular basis of the risk register and actions being taken to manage identified risks.
- 12.3 **Public Interest Disclosure Act**  
The Committee shall:
- 12.3.1 **Council's Arrangements** - Review the Council's arrangements for its employees to raise concerns, in confidence, about possible wrongdoing in financial reporting or other matters.
- 12.3.2 The Committee shall ensure these arrangements allow independent investigation of such matters and appropriate follow-up action.
- 12.4 **Internal Audit** (where Council ~~does not have~~ **has** a separate internal audit function) The Committee shall:
- 12.4.1 **Monitor and Review** - The effectiveness of the Council's internal audit function in the context of the Council's overall risk management system.
- 12.4.2 **Program** - 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.
- 12.4.3 **Reports** - Review all reports on the Council's operations from the internal auditors.

Aligned with **Section 126 (4)** of the Local Government Act one of the functions of the Audit and Risk Committee will be as follows:

*(i) if the council has an internal audit function—*

*(A) providing oversight of planning and scoping of the internal audit work plan; and*

*(B) reviewing and commenting on reports provided by the person primarily responsible for the internal audit function at least on a quarterly basis;*

Aligned with **Section 125A** of the Local Government Act as follows:

*(1) Despite any other law or instrument to the contrary, the person primarily responsible for the internal audit function –*

*(a) must ensure that any reports they prepare relating to the internal audit function are provided directly to the audit and risk committee; and*

*(b) may report any matters relating to the internal audit function directly to the audit and risk committee.*



As such quarterly reporting will be provided to the Council Executive and the Audit and Risk Committee.

Aligned with **Section 99** of the Local Government Act the CEO will: *(ib) to report annually to the relevant audit and risk committee on the council's internal audit processes;*

12.4.4 **Findings and Recommendations** - Review and monitor management's responsiveness to the findings and recommendations of the Internal Auditor; and

12.4.5 **Direct Access** - Provide the internal Auditor with the right of direct access to the Mayor of the Council and to the **Presiding Member** of the Committee.

12.5 **External Audit:**

The Committee shall:

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

12.5.2 **Selection/Resignation Process** - The Committee shall oversee the selection process for a new external auditor and if an auditor resigns the Committee shall investigate the issues leading to this and decide whether any action is required.

12.5.3 **Relationship** - Oversee Council's relationship with the external auditors including, but not limited to:

- **Remuneration** - 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.
- **Terms of Engagement** - 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.
- **Independence & Objectivity** - 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.
- **Relationships** - 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).
- **Assessment** - 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).
- **Follow up** - Action(s) to follow up on matters raised by the external auditors.

12.5.4 **Meeting** - Meet as needed with the external auditor. The Committee shall meet the external auditor at least once a year to discuss the external



auditor's report and any issues arising from the audit.

12.5.5 **Annual Audit Plan** - Review and make recommendations on the annual audit plan, and in particular its consistency with the scope of the external audit engagement.

12.5.6 **Audit Findings** - 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.

12.5.7 **Effectiveness** - The Committee shall also review the overall effectiveness of the external auditor.

12.5.8 **Representation Letter(s)** - Review any representation letter(s) requested by the auditor before they are signed by management.

12.5.9 **Management Letter** - Review the management letter and management's response to the external auditor's findings and recommendations. Subsequent to the initial review the Committee will oversee action to follow up on matters raised by the external auditors.

12.6 **Review of Strategic Management and Business Plans:**

The Committee shall review and provide advice on Council's strategic management plans (at the time of their preparation and scheduled review), which include the following:

- Strategic Plan;
- Key principles and assumptions of the Long Term Financial Plan;
- Various Asset Management Plans; and
- Annual Business Plan.

12.7 **Prudential Reports:**

12.7.1 **Review** - The Committee shall provide advice on the management of any prudential reports prepared for Council and provide advice to Council.

13. **OTHER MATTERS:**

The Committee:

13.1 **Annual Work Program** - The Committee must adopt an annual work program.

13.2 **Oversee Investigations** - Shall oversee any investigation of activities that are within its Terms of Reference.

13.3 **Other Matters** - Shall give consideration to:

- **Relevant Audits** – Consider the findings and recommendations of relevant audits undertaken by the SA Auditor General's Office, the South Australian Ombudsmen, Independent Commissioner Against Corruption (ICAC) and other agencies to ensure Council considers the relevant recommendations.
- **Any Other Matters** - any other matters referred to it by Council meeting resolution or the CEO.

13.4 **Resources** - Shall have access to reasonable resources to carry out its duties.

13.5 **Training** - Be provided with appropriate and timely training, both in the form of



an induction program for new members and an ongoing basis for all members.

- 13.6 **Insurance** - Shall advise Council's insurers of any civil liability or risk management issue. It should also be noted that Members of the Committee will be covered by Council's insurance policies while engaged in the business of the Committee.
- 13.7 **Legislation** - Give due consideration to the *Local Government Act 1999* and regulations made under the Act.

14. **REVIEW/REPORTING:**

- 14.1 **Recommendations** - 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.
- 14.2 **Self-Assessment Reports** - The Committee will at least once a year, review its own performance and provide a Self-Assessment Report to the CEO for tabling at the next Council meeting.
- 14.3 **Terms of Reference** – The Committee shall at least once every two years review its terms of reference.
- 14.4 **Council Review** - Council may review and amend the Committee Terms of Reference at any time, providing that the Committee has an opportunity to provide Council with any concerns that arise.
- 14.5 **Regular Reporting** - *Section 126 of the Local Government Act effective from 30 November 2023 requires that the following report is prepared as shown below:*  
*(8) A council audit and risk committee must— (a) provide a report to the council after each meeting summarising the work of the committee during the period preceding the meeting and the outcomes of the meeting;*  
  
*(9) A council must ensure that the annual report of its audit and risk committee is included in its annual report*



15. **ACCESS TO TERMS OF REFERENCE:**

- 15.1 The Audit and Risk Committee Terms of Reference is available for public inspection at the Customer Centre, 10 Watson Terrace, Mount Gambier, South Australia and on the Council's website [www.mountgambier.sa.gov.au](http://www.mountgambier.sa.gov.au)



**16.6 AUDIT AND RISK COMMITTEE MEETING REPORT 26/02/24 – REPORT NO. AR24/24108**

<b>Committee:</b>	<b>Audit and Risk Committee</b>
<b>Meeting Date:</b>	<b>8 April 2024</b>
<b>Report No.:</b>	<b>AR24/24108</b>
<b>CM9 Reference:</b>	<b>AF11/863</b>
<b>Author:</b>	<b>Julie Scoggins, Manager Financial Services</b>
<b>Authoriser:</b>	<b>Jane Fetherstonhaugh, General Manager Corporate and Regulatory Services</b>
<b>Summary:</b>	<b>Further to legislative changes this report provides a report to Council after the Audit and Risk Committee meeting, summarising the work of the committee preceding the meeting and the outcomes of the meeting.</b>
<b>Strategic Plan Reference:</b>	<b>Goal 1: Our People</b> <b>Goal 2: Our Location</b> <b>Goal 3: Our Diverse Economy</b> <b>Goal 4: Our Climate, Natural Resources, Arts, Culture and Heritage</b> <b>Goal 5: Our Commitment</b>

**REPORT RECOMMENDATION**

1. That Audit and Risk Committee Report No. AR24/24108 titled 'Audit and Risk Committee Meeting Report 26/02/24' as presented on 08 April 2024 be noted.



**TYPE OF REPORT**

Legislative

**BACKGROUND**

1. **Legislation** – Section 126 of the Local Government Act effective from 30 November 2023 requires that the following report is prepared as shown below:

*(8) A council audit and risk committee must— (a) provide a report to the council after each meeting summarising the work of the committee during the period preceding the meeting and the outcomes of the meeting;*

**PROPOSAL*****Period Preceding The Meeting:***

2. **Audit and Risk Committee Workshop** - A workshop was held prior to the meeting that took the members through the status of the Budget, LTFP and IAMP processes.
3. **Council Member Briefing** - A meeting was held between the Council Member Audit and Risk Committee representative, the General Manager Corporate and Regulatory Services, Manager Financial Services and other report authors to provide a briefing on the reports included in the agenda prior to the meeting
4. **Presiding Member Pre-Meeting** - A meeting was held between the Manager Financial Services and the Presiding Member to discuss the agenda prior to the meeting.

***Outcomes of The Meeting:***

5. The outcomes of this meeting will be summarised in the minutes to be adopted by Council.

**LEGAL IMPLICATIONS**

Local Government Act Sections 125A, 126 and 41.

Local Government (Financial Management) Regulations 2011

Terms of Reference – Audit and Risk Committee

**STRATEGIC PLAN**

N/A

**COUNCIL POLICY**

N/A

**ECONOMIC IMPLICATIONS**

N/A

**ENVIRONMENTAL IMPLICATIONS**

N/A

**SOCIAL IMPLICATIONS**

N/A

**CULTURAL IMPLICATIONS**

N/A

**RESOURCE IMPLICATIONS**

N/A

**VALUE FOR MONEY**

N/A



**RISK IMPLICATIONS**

N/A

**EQUALITIES AND DIVERSITY IMPLICATIONS**

N/A

**ENGAGEMENT AND COMMUNICATION STRATEGY**

N/A

**IMPLEMENTATION STRATEGY**

N/A

**CONCLUSION AND RECOMMENDATION**

The recommendation to Council is that they note the report as presented (in conjunction with the minutes of the meeting).

**ATTACHMENTS**

Nil

