



City of  
Mount Gambier

Civic Centre, 10 Watson Terrace  
Mount Gambier SA 5290

PO Box 56  
Mount Gambier SA 5290

Telephone 08 87212555  
Facsimile 08 87249791  
[city@mountgambier.sa.gov.au](mailto:city@mountgambier.sa.gov.au)

[mountgambier.sa.gov.au](http://mountgambier.sa.gov.au)

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

**Date:** Tuesday, 20 February 2024  
**Time:** 6.00 p.m.  
**Location:** Council Chamber  
Civic Centre  
10 Watson Terrace  
Mount Gambier

# **AGENDA**

## **Ordinary Council Meeting 20 February 2024**

**Sarah Philpott**  
**Chief Executive Officer**  
**16 February 2024**

## Order Of Business

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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 - 23 January 2024](#)

**RECOMMENDATION**

That the minutes of the Ordinary Council meeting held on 23 January 2024 be confirmed as an accurate record of the proceedings of the meeting.



## **5 MAYORAL REPORT**

### **5.1 MAYORAL REPORT - FEBRUARY 2024 – REPORT NO. AR23/81554**

- Australian Citizenship Ceremony
- 2024 Australia Day Breakfast and Citizen of the Year Awards
- Regular LCLGA Mayor's Informal Meeting - Virtual
- 2024 Naval Club Annual Dinner
- Presentation of Awards – LCLGA Sporting Academy Athletes from 2023
- With CEO, Meeting with Chair of Residents and Ratepayers Association
- Elected Member Briefing – Finance Update – Budget Review 2, LTFP and Asset Management Plans
- Meeting with Peter Gandolfi re TAFE Precinct
- Half Day Elected Member Workshop – Mount Gambier 2035 Strategic Planning Session
- With CEO, Meeting re Disability Access
- With CEO, Meeting with Ronald McDonald House Charity
- Elected Member Site Visit – Foodbank
- Regular LCLGA Mayor's Informal Meeting – Virtual
- LCLGA AGM & GM – Wattle Range Council



**6        REPORTS FROM COUNCILLORS**



## 7 QUESTIONS WITH NOTICE

### 7.1 QUESTION WITH NOTICE - COUNCIL MEETINGS - QUESTIONS FROM COMMUNITY MEMBERS IN THE CHAMBER

**Meeting:** Council  
**CM9 Reference:** AF23/328  
**Member:** Kate Amoroso, Councillor

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

#### Question

Can we be provided with information about how Council might go about adding a section in the Council agenda that allows members of the community to ask questions in the Chamber, and some examples of how other councils do this in terms of the process for asking such questions?

#### Response

*To be provided at the meeting.*

#### REPORT RECOMMENDATION

That the response to the question regarding Council Meetings - Questions from Community Members in the Chamber raised by Councillor Kate Amoroso be received and noted.

#### ATTACHMENTS

Nil



**8 QUESTIONS WITHOUT NOTICE**

Nil

**9 PETITIONS**

Nil



## 10 DEPUTATIONS

### 10.1 DEPUTATION - MAYOR KYLIE BOSTON - DISTRICT COUNCIL OF GRANT - MOUNT GAMBIER DISTRICTS LIVESTOCK 2030 TRANSFORMATION PROJECT – REPORT NO. AR24/3242

**Meeting:** Council  
**CM9 Reference:** AF23/328  
**Author:** Sally Wilson, Executive Administrator City Infrastructure  
**Authoriser:** Sarah Philpott, Chief Executive Officer

#### REPORT RECOMMENDATION

1. That Council Report No. AR24/3242 titled 'Deputation - Mayor Kylie Boston - District Council of Grant - Mount Gambier Districts Livestock 2030 Transformation Project' as presented on 20 February 2024 be noted.

#### BACKGROUND

The Mayor, Lynette Martin OAM, has granted a deputation request from Mayor Kylie Boston, District Council of Grant, for the purpose of discussing the Mount Gambier Districts Livestock 2030 Transformation Project.

Cr Barry Kuhl, Darryl Whicker and Brad Holdman will be attending and be part of the deputation.

#### 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 21/01/2024 TO 16/02/2024 – REPORT NO. AR23/81508

**Meeting:** Council  
**CM9 Reference:** AF23/328  
**Author:** Sally Wilson, Executive Administrator City Infrastructure  
**Authoriser:**

#### REPORT RECOMMENDATION

1. That Council Report No. AR23/81508 titled 'Elected Member Information/Briefing Sessions from 21/01/2024 to 16/02/2024' as presented on 20 February 2024 be noted.

#### ATTACHMENTS

1. Information Briefing Sessions - Elected Members - Record of Proceedings - 30/01/2024 - Shared Path Masterplan, CBD Audit and Confidential Wulanda Operational Update [↓](#)
2. Information Briefing Session - Elected Members - Record of Proceedings - 06/02/2024 - Finance Update - Budget Review 2 - Councils Long Term Financial Plan and Infrastructure Asset Management Plans [↓](#)
3. Information Briefing Session - Elected Members - Record of Proceedings - 09/02/2024 - Mount Gambier 2035 Strategic Planning Session [↓](#)



**INFORMATION / BRIEFING SESSION  
TUESDAY, 30 JANUARY 2024 COMMENCING AT 5:00 PM**

Ref: AF22/549

**RECORD OF PROCEEDINGS  
5:00 PM, TUESDAY, 30 JANUARY 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 sessions described at Item 1 was open to the public.*

**1. SHARED PATH MASTERPLAN AND CBD AUDIT**

**MEMBERS PRESENT:-**

Cr Frank Morello  
Cr Sonya Mezinac  
Cr Max Bruins  
Cr Kate Amoroso (via phone)  
Cr Paul Jenner  
Cr Josh Lynagh  
Cr Jason Virgo

**STAFF PRESENT:-**

Chief Executive Officer  
General Manager Corporate and Regulatory Services  
General Manager City Infrastructure  
Environmental Sustainability Officer  
Manager Engineering, Design and Assets  
Manager Operations Infrastructure

**MEMBERS APOLOGIES:-**

Mayor Martin  
Cr Mark Lovett

**LEAVE OF ABSENCE:-**

Nil

**DISCUSSION:**

- Accessibility
- Shared Park Master Plan
- CBD Audit

*The session described at Item 2. was not open to the public as the matter to be discussed is 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.*

**2. WULANDA OPERATIONAL UPDATE**

**MEMBERS PRESENT:-**

Cr Frank Morello  
Cr Sonya Mezinac

**STAFF PRESENT:-**

Chief Executive Officer  
General Manager Corporate and Regulatory Services



Cr Max Bruins	General Manager City Infrastructure
Cr Paul Jenner	Manager Financial Services
Cr Josh Lynagh	Manager Economy, Strategy and Engagement
Cr Jason Virgo	Property Support Officer

MEMBERS APOLOGIES:-

LEAVE OF ABSENCE:-

Mayor Martin  
Cr Mark Lovett  
Cr Kate Amoroso

Nil

DISCUSSION:

Wulanda Operational Update – mid contract discussions.

*The session described at Item 2. was not open to the public as the matter to be discussed is of a confidential nature within the ambit of Section 90(3) of the Local Government Act 1999 being:*

*(h) legal advice*

**3. IMPROMPTU CONFIDENTIAL BRIEFING – GOVERNANCE POLICY MATTERS**

MEMBERS PRESENT:-

STAFF PRESENT:-

Cr Frank Morello	Chief Executive Officer
Cr Sonya Mezinac	General Manager Corporate and Regulatory Services
Cr Max Bruins	General Manager City Infrastructure
Cr Paul Jenner	Manager Financial Services
Cr Josh Lynagh	Manager Economy, Strategy and Engagement
Cr Jason Virgo	Property Support Officer

MEMBERS APOLOGIES:-

LEAVE OF ABSENCE:-

Mayor Martin  
Cr Mark Lovett  
Cr Kate Amoroso

Nil

DISCUSSION:

Legal advice regarding Governance Policy matters.

Discussion closed at 7.25 p.m.



**INFORMATION / BRIEFING SESSION  
5:00 PM TUESDAY 6 FEBRUARY 2024**

RECORD OF PROCEEDINGS  
5:00 pm, Tuesday 6 February 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. FINANCE UPDATE - BUDGET REVIEW 2, LTFP AND ASSET MANAGEMENT PLANS**

**MEMBERS PRESENT:-**

Mayor Lynette Martin  
Cr Max Bruins  
Cr Frank Morello  
Cr Mark Lovett  
Cr Jason Virgo  
Cr Paul Jenner  
Cr Josh Lynagh

**STAFF PRESENT:-**

Chief Executive Officer  
Acting General Manager City Infrastructure  
General Manager Corporate and Regulatory Services  
Manager Financial Services

**MEMBERS APOLOGIES:-**

Cr Sonya Meziniec  
Cr Kate Amoroso

**LEAVE OF ABSENCE:-**

Nil

**DISCUSSION:**

Members were briefed on the following:

- Budget Review 2
- 2023/2024 Annual Business Plan and Budget post implementation review
- Overview of the 2024/2025 Budget process
- Parameters for the Long Term Financial Plan

**2. CEO IMPROMPTU UPDATE - MEETING WITH MOUNT GAMBIER AND DISTRICT RESIDENT AND RATEPAYERS ASSOCIATION**

**MEMBERS PRESENT:-**

Mayor Lynette Martin  
Cr Max Bruins  
Cr Frank Morello  
Cr Mark Lovett  
Cr Jason Virgo  
Cr Paul Jenner  
Cr Josh Lynagh

**STAFF PRESENT:-**

Chief Executive Officer  
Acting General Manager City Infrastructure  
General Manager Corporate and Regulatory Services  
Manager Financial Services



MEMBERS APOLOGIES:-

LEAVE OF ABSENCE:-

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Cr Sonya Meziniec  
Cr Kate Amoroso

Nil

DISCUSSION:

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Briefing to Councillors regarding meeting with Mount Gambier and District Resident and Ratepayers Association.

Discussion closed at 6.34 p.m.



**INFORMATION / BRIEFING SESSION  
12:00 PM, FRIDAY, 9 FEBRUARY 2024**

Ref: AF22/549

**RECORD OF PROCEEDINGS  
12:00 PM, FRIDAY, 9 FEBRUARY 2024  
Wulanda Recreation and Convention Centre  
Margaret Street, 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. MOUNT GAMBIER 2035 STRATEGIC PLANNING SESSION**

**MEMBERS PRESENT:-**

**STAFF PRESENT:-**

Mayor Lynette Martin  
Cr Frank Morello  
Cr Max Bruins  
Cr Jason Virgo (arrived at 2.45 p.m.)  
Cr Kate Amoroso (left at 2.30 p.m.)  
Cr Josh Lynagh  
Cr Paul Jenner

Chief Executive Officer  
Manager Strategic Projects

**MEMBERS APOLOGIES:-**

**LEAVE OF ABSENCE:-**

Cr Sonya Mezinac  
Cr Mark Lovett

Nil

**DISCUSSION:**

Mount Gambier 2035 update and Strategic Planning discussion.

Discussion closed at 4.50 p.m.



### **13 ELECTED MEMBERS TRAINING AND DEVELOPMENT**

#### **13.1 LGA ENHANCED PUBLIC SPEAKING AND PRESENTING FOR ELECTED MEMBERS TRAINING – REPORT NO. AR24/11962**

**Meeting:** Council  
**CM9 Reference:** AF23/328  
**Author:** Melissa Telford, Councillor Support Officer  
**Authoriser:** Sarah Philpott, Chief Executive Officer

##### **REPORT RECOMMENDATION**

1. That Council Report No. AR24/11962 titled 'LGA Enhanced Public Speaking and Presenting for Elected Members Training' as presented on 20 February 2024 be noted.
2. Expressions of interest for the LGA Enhanced Public Speaking and Presenting for Elected Members Training be forwarded to the Councillor Support Officer by close of business Friday 23 February 2024.
3. Once training is confirmed, interested Elected Members be registered to attend the LGA Enhanced Public Speaking and Presenting for Elected Members Training, with all associated costs to be met by Council.





## **BACKGROUND**

Following the Elected Member Induction process, an expression of interest was raised by Cr Kate Amoroso for Elected Member Public Speaking Training should the opportunity arise.

## **DISCUSSION**

The Local Government Association have announced the following training opportunity:

*LGA Enhanced Public Speaking and Presenting for Elected Members*

*Duration: Half day*

*Delivery: Face 2 Face & Live via virtual classroom*

No dates have been scheduled at this time with the LGA seeking expressions of interest for inclusion on a wait list.

## **CONCLUSION**

Expressions of interest are invited from Elected Members who may wish to attend as an opportunity for further professional development, with all associated costs met by Council. The cost for attendance is \$410 (inc. GST) per person.

## **ATTACHMENTS**

1. LGA Enhanced Public Speaking and Presenting for Elected Members Training [↓](#)





## Local Government Association of South Australia

### Enhanced Public Speaking and Presenting for Elected Members

Duration: Half day  
Investment: \$410 incl GST  
Delivery: Face 2 Face & Live via virtual classroom  
(Delivery methods are subject to change)

#### Target Audience

Elected Members

#### Overview

Being able to **communicate** effectively is one of life's most important skills. It allows you to connect with people, to deliver information and to form positive relationships. Communicating in a way that builds trust, respect and engagement with your listeners is becoming more essential than ever before as we adjust to the challenges of today's fast-paced world where everyone is competing to be heard. In a relaxed and safe setting, learn how to refine your public speaking and presentation techniques so that you become a strong and vibrant communicator, capable of delivering key messages in any forum.

#### Key Learnings

- Preparation: how to start, when to stop;
- Structure and signposting to help frame a speech/presentation that will resonate;
- The KISS principle: key messages and talking points that will keep you on track;
- The importance of words and phrasing that are clear and easy to understand;
- Speech rhythm, tone and inflection to ensure your audience stays engaged;
- Analogies and anecdotes to explain complex ideas and statistics;
- Presentation and demeanour support to build on image and brand;
- Body language – the tricks and pitfalls; and Insider tricks of the trade.

#### Facilitator

Georgina McGuinness, Director – McGuinness Media

Georgina is an experienced media relations, external communications and stakeholder engagement executive, who has forged a career of more than 30 years in communications. For 25 years, Georgina presented Adelaide's premier weekend news bulletin on Channel 9. Away from the news desk, she was also a senior journalist, sub-editor, producer, chief of staff and documentary presenter. Georgina has received awards for TV journalism and participated in a news presenter exchange with Adelaide's sister city, Austin, Texas. More recently, Georgina has been a speech-writer to two State Opposition Leaders and Senior Communications Adviser, to then Leader of the Opposition (and current SA Premier) the Hon Steven Marshall MP.

This unique background across media and government has allowed her to establish a wealth of experience and expertise in communication, stakeholder engagement, key message development, publicity, branding and presentation.

In April 2014, she established McGuinness Media and in the seven years since, she has experienced strong and growing demand for her services assisting high level Australian and international clients across a range of industries.

#### Additional Information

##### **What 'Delivery Options' are available for this session?**

If a session is scheduled, the delivery options can be found below in the location field of the 'Upcoming Workshops' section. (Address = Face 2 Face delivery, Webinar = Virtual delivery)

##### **No 'Dates' scheduled?**

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Complete our '[Enquiry Form](#)' to be added to our waitlist and notified of upcoming dates.

***Interested in having this program brought 'In-House' to your Council?***

Check your eligibility by requesting an '[In-house eQuote](#)'.

For further information about the content of this program, please contact LGA Training on 8224 2000 or at [training@lga.sa.gov.au](mailto:training@lga.sa.gov.au).

Please understand that by registering, you are accepting our policy conditions. **For a copy of our policies, please [click here](#).**

**Please note: Elected Members are encouraged to confirm with their administrators authorisation to register, prior to committing.**



## 14 COUNCIL ACTION ITEMS

### 14.1 COUNCIL ACTION ITEMS - 23/01/2024 – REPORT NO. AR23/81531

**Meeting:** Council  
**CM9 Reference:** AF23/328  
**Author:** Sally Wilson, Executive Administrator City Infrastructure  
**Authoriser:**

#### REPORT RECOMMENDATION

1. That Council Report No. AR23/81531 titled 'Council Action Items - 23/01/2024' as presented on 20 February 2024 be noted.

#### ATTACHMENTS

1. Council Action Items - 23 January 2024 [↓](#)



<a href="#">Action Sheets Report</a>		<b>Division:</b> <b>Meeting:</b> <b>Officer:</b>	<b>Date From:</b> 23/01/2024 <b>Date To:</b> 20/02/2024  <b>Printed:</b> 12 February 2024 8:43 AM
Meeting	Officer/Authoriser	Section	Subject
Council 23/01/2024	Pasquazzi, Ashlee Fetherstonhaugh, Jane	Council Action Items	Council Action Items - 12/12/2023
<b>RESOLUTION 2024/5</b>			
Moved: Cr Max Bruins			
Seconded: Cr Sonya Meziniec			
1. That Council Report No. AR23/81528 titled 'Council Action Items - 12/12/2023' as presented on 23 January 2024 be noted.			
<b>CARRIED</b>			
<b>29 Jan 2024 2:48pm Pasquazzi, Ashlee - Completion</b>			
Action completed by Pasquazzi, Ashlee			
Meeting	Officer/Authoriser	Section	Subject
Council 23/01/2024	Telford, Melissa Philpott, Sarah	Junior Sports Assistance (Section 41) Committee Mt	Minutes of the Junior Sports Assistance Fund held on 13 December 2023
<b>RESOLUTION 2024/6</b>			
Moved: Cr Josh Lynagh			
Seconded: Cr Kate Amoroso			
That the Minutes of the Junior Sports Assistance Fund meeting held on 13 December 2023 as attached be noted.			
<b>CARRIED</b>			



Division:	Date From:	23/01/2024
Meeting:	Date To:	20/02/2024
Officer:	Printed:	12 February 2024 8:43 AM
Action Sheets Report		

# **RESOLUTION 2024/7**

Moved: Cr Josh Lynagh  
Seconded: Cr Sonya Mezinac

1. That Junior Sports Assistance Fund Report No. AR23/80893 titled 'Rotary Club of Mount Gambier Lakes - Donation to Financially Disadvantaged Junior Sportspeople - Second Call for 2023' as presented on 13 December 2023 be noted.
2. The funding be made available to the Member Organisations named below to assist the identified juniors to achieve their fullest participation with the specific purpose donation from the Rotary Club of Mount Gambier Lakes - Donations to Financially Disadvantaged Junior Sportspeople initiative, to be used in accordance with their respective confidential application:
 

(a) Mount Gambier and Districts Pony Club	\$300
(b) Mount Gambier Cycling Club	\$300
(c) Mount Gambier Swimming Club	\$300
(d) Blue Lake Y Swim Club	\$600
3. The additional \$300 be funded from the Junior Sports Assistance Fund.
4. A cheque handover presentation be co-ordinated with Members of the Rotary Club of Mount Gambier Lakes to show the Funds appreciation for their ongoing support to the Disadvantaged Junior Program.

**CARRIED**

30 Jan 2024 1:28pm Telford, Melissa - Completion  
Action completed by Telford, Melissa

Meeting	Officer/Authoriser	Section	Subject
Council 23/01/2024	Telford, Melissa Philpott, Sarah	Reports	Rotary Club of Mount Gambier Lakes - Financially Disadvantaged Junior Sportspeople Program - Renaming of Program 2024



Division: Meeting: Officer:		Date From: 23/01/2024 Date To: 20/02/2024
Action Sheets Report		Printed: 12 February 2024 8:43 AM
<b>RESOLUTION 2024/8</b>		
Moved: Cr Josh Lynagh Seconded: Cr Paul Jenner		
<ol style="list-style-type: none"><li>1. That Junior Sports Assistance Fund Report No. AR23/83867 titled 'Rotary Club of Mount Gambier Lakes - Financially Disadvantaged Junior Sportspersons Program - Renaming of Program 2024' as presented on 13 December 2023 be noted.</li><li>2. That, subject to the concurrence of the Rotary Club of Mount Gambier Lakes, the 2024 Rotary funded Junior Sports Assistance Fund Program be renamed to:  <u>Rotary Club of Mount Gambier Lakes Youth Empowerment Sports Program</u></li></ol>		
		<b>CARRIED</b>
<b>30 Jan 2024 1:29pm Telford, Melissa - Completion</b> Action completed by Telford, Melissa		

Meeting	Officer/Authoriser	Section	Subject
Council 23/01/2024	McPherson, Tegan Philpott, Sarah	Council Reports	Dog and Cat Management Plan 2024 - 2028
<b>RESOLUTION 2024/9</b>			
Moved: Cr Max Bruins Seconded: Cr Paul Jenner			
<ol style="list-style-type: none"><li>1. That Council Report No. AR24/464 titled 'Dog and Cat Management Plan 2024 - 2028' as presented on 23 January 2024 be noted.</li><li>2. That Council approve the Dog and Cat Management Plan 2024 - 2028 as presented for submission to the Dog and Cat Management Board for approval, with Appendix A to be amended as per item 4 below.</li><li>3. That Council adopt the final version of the Dog and Cat Management Plan 2024 - 2028, including any minor amendments as required by the Dog and Cat Management Board.</li><li>4. That Council, pursuant to the power contained in section 246(3)(e) of the <i>Local Government Act 1999</i> and Clause 9.1 of By-law No. 5 – Dogs 2018, declare the following areas of local government land and public places as dog on-leash areas:<ol style="list-style-type: none"><li>(a) Cave Gardens/ Thugi,</li><li>(b) Engelbrecht Cave,</li></ol></li></ol>			



Division:	Date From:	23/01/2024
Meeting:	Date To:	20/02/2024
Officer:	Printed:	12 February 2024 8:43 AM
Action Sheets Report		

(c) Lady Nelson,	
(d) Olympic Park,	
(e) Rail Lands Walking Track, and	
(f) Valley Lake / Ketla Malpi Crater area.	
(g) Umpherston Sinkhole	
(h) Vansittart Park	
5. Maps geographically highlighting the on- leash areas and off-leash areas as per the Dog and Cat Management Plan 2024 - 2028 be added to Councils website as soon as practicable.	
6. Pursuant to the power contained in section 246(3)(e) of the Local Government Act 1999, the Council resolves that, clause 10.2 of By-law No. 5 – Dogs 2018 regarding dog prohibited areas, apply to:	
(a) All sporting fields and ovals at Blue Lakes Sports Park.	
	<b>CARRIED</b>

Meeting	Officer/Authoriser	Section	Subject
Council 23/01/2024	Shearing, Biddle Fetherstonhaugh, Jane	Council Reports	Partnership Priorities and Advocacy 2024 - 2025
<b>RESOLUTION 2024/11</b>			
Moved: Cr Frank Morello			
Seconded: Cr Paul Jenner			
1. That Council Report No. AR24/718 titled 'Partnership Priorities and Advocacy 2024 - 2025' as presented on 23 January 2024 be noted.			
2. That Council endorse the City of Mount Gambier Partnership Priorities and Advocacy 2024 - 2025 document as attached to Report No. AR24/718.			
			<b>CARRIED</b>

Meeting	Officer/Authoriser	Section	Subject
Council 23/01/2024	Shearing, Biddle Fetherstonhaugh, Jane	Council Reports	CBD Activation Update





Division:	Date From:	23/01/2024
Meeting:	Date To:	20/02/2024
Officer:	Printed:	12 February 2024 8:43 AM
Action Sheets Report		

**RESOLUTION 2024/12**

Moved: Cr Max Bruins  
Seconded: Cr Sonya Meziniec

1. That Council Report No. AR24/2166 titled 'CBD Activation Update' as presented on 23 January 2024 be noted.

**CARRIED**

Meeting	Officer/Authoriser	Section	Subject
Council 23/01/2024	McCarthy, Michael Fetherstonhaugh, Jane	Council Reports	Policy Reviews
<b>RESOLUTION 2024/13</b>			
Moved: Cr Paul Jenner Seconded: Cr Max Bruins			
<ol style="list-style-type: none"><li>1. That Council Report No. AR23/81491 titled 'Policy Reviews' as presented on 23 January 2024 be noted.</li><li>2. The updated policies as attached to Council Report No. AR23/81491 be endorsed:<ul style="list-style-type: none"><li>• M205 Members - Mayor - Anniversary Messages</li><li>• E115 Elections - Council Entitlement to Vote</li></ul></li><li>3. That M225 Members - Service Recognition Policy be deferred for further discussion.</li><li>4. That the Chief Executive Officer or Delegate be authorised to make any necessary changes to the policy 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>			

Meeting	Officer/Authoriser	Section	Subject
Council 23/01/2024	McCarthy, Michael	Council Reports	Policy Review - F140 Flag Protocol



Division: Meeting: Officer:	Date From: 23/01/2024 Date To: 20/02/2024 Printed: 12 February 2024 8:43 AM
Action Sheets Report	

Fetherstonhaugh,  
Jane

#### RESOLUTION 2024/14

Moved: Cr Paul Jenner

Seconded: Cr Max Bruins

1. That Council Report No. AR23/64148 titled 'Policy Review - F140 Flag Protocol' as presented on 23 January 2024 be noted.
2. That Council endorses the reviewed and updated Flag Protocol Policy F140 as attached to Council Report No. AR23/64148 (Attachment 1).
3. That Council notes and endorses the relocation, subject to any necessary approvals for installation of additional flag poles, of the Aboriginal and Torres Strait Islander Flags from their current position in the Cave Garden Precinct, to be flown together with the Australian, State and Mount Gambier Flags adjacent the Civic Centre (opposite the Library entrance), and in any event in accordance with the Prime Minister's Flag Flying Protocols and:
  - (a) Retaining the community/special occasion flagpoles in the Cave Garden Precinct (near the Commercial Street East / Watson Terrace intersection – opposite Jens Hotel)
  - (b) Retaining the existing RSL flagpole in the Cave Garden Precinct, facing Commercial Street East (adjacent the Gardiner fountain)
4. That Council notes and supports the review, in consultation with our local first nations community and cultural authority, the flying of the Aboriginal and Torres Strait Islander flags at other Council business locations and, where supported by cultural feedback, to add flagpoles at supported locations in accordance with the Council Flag Protocol Policy and the Prime Minister's Flag Flying Protocols.  
The implementation of any such changes/additions to occur over time, in conjunction with any associated facility planning activities, and pending any necessary approvals and budget allocations for purchase and installation.
5. That the Chief Executive Officer or Delegate be authorised to make any necessary changes to the policy 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**

Meeting	Officer/Authoriser	Section	Subject
Council 23/01/2024	McCarthy, Michael Fetherstonhaugh, Jane	Council Reports	Policy Review - s92 Code of Practice for Access to Meetings and Documents
RESOLUTION 2024/15			
Moved: Cr Sonya Mezinac			



<a href="#">Action Sheets Report</a>	Division: Meeting: Officer:	Date From: 23/01/2024 Date To: 20/02/2024  Printed: 12 February 2024 8:43 AM
<p>Seconded: Cr Josh Lynagh</p> <ol style="list-style-type: none"> <li>1. That Council Report No. AR24/2726 titled 'Policy Review - s92 Code of Practice for Access to Meetings and Documents' as presented on 23 January 2024 be noted.</li> <li>2. That, having considered the results of public consultation and to ensure continuity of existing meeting procedures whilst more comprehensive Council determined meeting procedures are being considered, Council hereby adopts the following policies:               <ol style="list-style-type: none"> <li>(a) (Substitute) 'Section 92 Code of Practice for Access to Meetings and Documents' (Attachment 1)</li> <li>(b) (Interim) 'Council Determined Meeting Procedures Policy' (Attachment 2)</li> </ol>               as attached to Council Report No. AR24/2726.             </li> <li>3. That the Chief Executive Officer or Delegate be authorised to make any necessary changes to the policy 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> <p style="text-align: right;"><b>CARRIED</b></p>		

Meeting	Officer/Authoriser	Section	Subject
Council 23/01/2024	Little, Leanne Fetherstonhaugh, Jane	Council Reports	Information Security Policy
<p><b>RESOLUTION 2024/16</b></p> <p>Moved: Cr Paul Jenner Seconded: Cr Sonya Mezinac</p> <ol style="list-style-type: none"> <li>1. That Council Report No. AR24/1061 titled 'Information Security Policy' as presented on 23 January 2024 be noted.</li> <li>2. That the Information Security Policy as attached to Report No. AR24/1061 be adopted.</li> <li>3. That the Chief Executive Officer or Delegate be authorised to make any necessary changes to the policy 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> <p style="text-align: right;"><b>CARRIED</b></p> <p>06 Feb 2024 1:25pm Little, Leanne - Completion</p>			



Division: Meeting: Officer:	Date From: 23/01/2024 Date To: 20/02/2024 Printed: 12 February 2024 8:43 AM
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Action Sheets Report

Action completed by Little, Leanne

Meeting	Officer/Authoriser	Section	Subject
Council 23/01/2024	McCarthy, Michael Fetherstonhaugh, Jane	Council Reports	Submission - Local Government Election / Participation Review
<p><b>RESOLUTION 2024/17</b></p> <p>Moved: Cr Jason Virgo Seconded: Cr Frank Morello</p> <ol style="list-style-type: none"> <li>That Council Report No. AR24/2729 titled 'Submission - Local Government Election / Participation Review' as presented on 23 January 2024 be noted.</li> <li>That, having considered the Office of Local Government Local Government Participation / Elections Review Discussion Paper and Local Government Association SA Review Discussion Paper and Consultation Paper, the draft submission paper attached to Council Report No. AR24/2729 (Attachment 1) be endorsed for submission to the Local Government Association SA and Office of Local Government.</li> <li>That the Chief Executive Officer or Delegate be authorised to make any necessary changes to the 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> <p style="text-align: right;"><b>CARRIED</b></p>			

Meeting	Officer/Authoriser	Section	Subject
Council 23/01/2024	McCarthy, Michael Fetherstonhaugh, Jane	Council Reports	Review of Council Delegation Updates - January 2024
<p><b>RESOLUTION 2024/18</b></p> <p>Moved: Cr Frank Morello Seconded: Cr Max Bruins</p> <ol style="list-style-type: none"> <li>That Council Report No. AR24/193 titled 'Review of Council Delegation Updates - January 2024' as presented on 23 January 2024 be noted.</li> <li>That Council grants the delegation of powers and functions of the Council as provided for in the tables accompanying Council Report No. AR24/193 (<b>Attachment 1</b>) to the person occupying or acting in the office of Chief Executive Officer of the Council pursuant to section 44 of the Local Government Act 1999.</li> <li>The delegations granted in resolution (2) above pursuant to:</li> </ol>			



Division: Meeting: Officer:		Date From: 23/01/2024 Date To: 20/02/2024
Action Sheets Report		Printed: 12 February 2024 8:43 AM
<p>(a) the Local Government Act to the Council's Chief Executive Officer, in accordance with sections 44(4)(b) and 101 of the Local Government Act, but subject to section 44(3a) of the Local Government Act</p> <p>may, unless indicated by resolution or in the tables accompanying Council Report No. AR24/193, be further sub-delegated by the Chief Executive Officer or delegate.</p> <p>4. <u>Planning, Development and Infrastructure Act Delegations</u></p> <p>(a) In exercise of the power contained in Section 44 of the Local Government Act 1999 the powers and functions under the Planning, Development and Infrastructure Act 2016 and statutory instruments made thereunder contained in the proposed Instrument of Delegation (<b>Attachment 2</b> accompanying Report No. AR24/193 titled '<i>Instrument A</i>') are hereby delegated to the person occupying or acting in the office of Chief Executive Officer of the Council subject to the conditions and/or limitations, if any, specified herein or in the Schedule of Conditions in the proposed Instrument of Delegation.</p> <p>(b) In exercise of the power contained in Section 100 of the Planning, Development and Infrastructure Act 2016 the powers and functions under the Planning, Development and Infrastructure Act 2016 and statutory instruments made thereunder contained in the Instrument of Delegation (<b>Attachment 2</b> accompanying Report No. AR24/193 and titled '<i>Instrument B</i>') are hereby delegated to the person occupying or acting in the office of Chief Executive Officer of the Council subject to the conditions and/or limitations, if any, specified herein or in the Schedule of Conditions in the proposed Instrument of Delegation.</p> <p>(c) Such powers and functions delegated in resolution 4 (a) and (b) may be further sub-delegated by the Chief Executive Officer in accordance with Sections 44 and 101 of the Local Government Act 1999 and Section 100(2)(c) of the Planning, Development and Infrastructure Act 2016 as the Chief Executive Officer sees fit, unless otherwise indicated herein or in the Schedule of Conditions contained in the relevant Instrument of Delegation;</p> <p>5. <u>General</u></p> <p>The delegations granted in resolutions (2) to (4) above are subject to the following conditions and limitations:</p> <p>(a) If two or more delegates are nominated in respect of a power or function, then each nominated person or position is granted a delegation and may exercise the power or function independently of any other delegate.</p> <p>(b) the delegate must exercise a delegated function or power in accordance with and due regard to:</p> <p>(i) applicable legislative and other legal requirements; and</p> <p>(ii) relevant policies and guidelines adopted by the Council.</p> <p>(c) Each delegation of a power or function is granted independent of, and severable from, every other delegation granted under this or any other resolution or instrument.</p> <p>(d) A delegation of a power or function determined to be invalid or unlawful will be deemed to be severed from the delegations granted under this or any other resolution or instrument and remaining delegations will continue to operate according to their terms.</p>		



<div>Division:</div> <div>Meeting:</div> <div>Officer:</div>		<div>Date From:</div> <div>Date To:</div>	<div>23/01/2024</div> <div>20/02/2024</div>
<div>Action Sheets Report</div>		<div>Printed: 12 February 2024 8:43 AM</div>	
<div>(e) These delegations will come into operation on Wednesday 24 January 2024 and remain in force until varied or revoked by resolution of the Council.</div> <div>(f) Previous delegations granted by the Council of the powers and functions delegated under these resolutions are revoked with effect from Wednesday 24 January 2024.</div> <div>CARRIED</div>			





**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 29 JANUARY 2024 - [Go to Attachment](#)**

#### **RECOMMENDATION**

That the Minutes of the Audit and Risk Committee meeting held on 29 January 2024 as attached be noted.

### **16.2 [Correspondence Received](#) – Report No. AR23/73375**

#### **RECOMMENDATION**

1. That Audit and Risk Committee Report No. AR23/73375 titled 'Correspondence Received' as presented on 29 January 2024 be noted.

### **16.3 [Quarterly Internal Audit Update Report](#) – Report No. AR24/3283**

#### **RECOMMENDATION**

1. That Audit and Risk Committee Report No. AR24/3283 titled 'Quarterly Internal Audit Update Report' as presented on 29 January 2024 be noted.

### **16.4 [Unaudited Buildings and Structures Valuation - As at 1 July 2023](#) – Report No. AR24/3299**

#### **RECOMMENDATION**

1. That Audit and Risk Committee Report No. AR24/3299 titled 'Unaudited Buildings and Structures Valuation - As at 1 July 2023' as presented on 29 January 2024 be noted.

### **16.5 [Audit and Risk Committee Meeting Report 29/01/24](#) – Report No. AR24/3322**

#### **RECOMMENDATION**

1. That Audit and Risk Committee Report No. AR24/3322 titled 'Audit and Risk Committee Meeting Report 29/01/24' as presented on 29 January 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 ANIMAL MANAGEMENT UPDATE – REPORT NO. AR24/9318**

<b>Committee:</b>	<b>Council</b>
<b>Meeting Date:</b>	<b>20 February 2024</b>
<b>Report No.:</b>	<b>AR24/9318</b>
<b>CM9 Reference:</b>	<b>AF23/328</b>
<b>Author:</b>	<b>Jane Fetherstonhaugh, General Manager Corporate and Regulatory Services</b>
<b>Authoriser:</b>	<b>Sarah Philpott, Chief Executive Officer</b>
<b>Summary:</b>	<b>The report presents an update on Animal Management.</b>
<b>Strategic Plan Reference:</b>	<b>Goal 1: Our People</b>
	<b>Goal 2: Our Location</b>
	<b>Goal 5: Our Commitment</b>

#### **REPORT RECOMMENDATION**

1. That Council Report No. AR24/9318 titled 'Animal Management Update' as presented on 20 February 2024 be noted.



## TYPE OF REPORT

Corporate

## BACKGROUND

Council commenced operating its own pound in accordance with obligations under the *Dog and Cat Management Act 1995* (the Act) on 1 July 2023.

Following minor modifications, Council's existing temporary holding facility was approved for impounding dogs for the legislated holding period of 72 hours and beyond. These modifications were made prior to transitioning the services from 1 July 2023, and on 11 July 2023, Council received approval by the Dog and Cat Management Board, in accordance with the Act, to hold up to four (4) dogs at any one time for 72 hours and beyond.

In the Council report on 15 August 2023, an implementation strategy was articulated to embed the internal provision of the service as follows:

- Formalise a panel of veterinary and animal behaviour providers to assist with the provision of veterinary services and the assessment of animals for rehoming;
- Formalise a panel of rehoming partners who will assist Council with rehoming those dogs deemed suitable for rehoming;
- Formalise a panel of boarding kennel suppliers who will assist Council with emergency boarding requests and scenarios that require longer-term holding periods;
- Investigate additional modifications to our holding kennel facility to allow for isolation or long-term holds where they are required; and
- Implement Council Policy - Animal Management - Unclaimed Dogs and associated procedures.
- Develop new Dog and Cat Management Plan that incorporates programs and initiatives that:
  - Encourage responsible dog and cat ownership.
  - Reduce public and environmental nuisance caused by dogs and cats.
  - Promote the effective management of dogs and cats.

The General Inspectorate team have been operating the pound for over seven months, and with this in mind the purpose of this report is to provide an update on progress and performance.

## PROPOSAL

### Implementation of Operating Model

The following is an update on the implementation strategy:

Action	Status	Comments
<b>Formalise a panel of veterinary and animal behaviour providers to assist with the provision of veterinary services and the assessment of animals for rehoming.</b>	Complete	An invitation to join Council's panel was distributed to all local veterinary clinics but has had no response, excluding one veterinary clinic that advised they would not be making a submission.  Current arrangements with local veterinary clinics are working in lieu of a panel arrangement with engagement occurring on a case-by-case basis.



Action	Status	Comments
<b>Formalise a panel of rehoming partners who will assist Council with rehoming those dogs deemed suitable for rehoming.</b>	Ongoing	Council currently has agreements in place with 3 rehoming partners including: <ul style="list-style-type: none"> <li>• Wet Noses Animal Rescue</li> <li>• Dusty Paws Dog Rescue</li> <li>• Southern Grampians Shire Council</li> </ul> There are current discussions underway with a potential fourth rehoming partner.
<b>Formalise a panel of boarding kennel suppliers who will assist Council with emergency boarding requests and scenarios that require longer-term holding period.</b>	Complete	Agreement in place with a local boarding kennel on a case-by-case basis.
<b>Investigate additional modifications to our holding kennel facility to allow for isolation or long-term holds where they are required.</b>	In Progress	Draft plans and scope have been developed for consideration with initial consultation with the Dog and Cat Management Board (DCMB) as part of their recent visit on 1 February 2024.
<b>Implement Council Policy – Animal Management – Unclaimed Dogs and associated procedures.</b>	In Progress	As per the above.  An Adoption Agreement has been developed for use in instances where Council directly facilitates the adoption of a dog.
<b>Develop new Dog and Cat Management Plan that incorporates programs and initiatives that:</b> <ul style="list-style-type: none"> <li>• Encourage responsible dog and cat ownership.</li> <li>• Reduce public and environmental nuisance caused by dogs and cats.</li> <li>• Promote the effective management of dogs and cats</li> </ul>	Complete	The Dog and Cat Management Plan 2024 - 2028 has been approved by the Dog and Cat Management Board.



## Animal Pound Operations

Since 1 July 2023, Council's General Inspectorate team have collected 195 dogs wandering at large, and of these, been able to reunite 182 dogs without requiring impoundment (93%). A further break down of these statistics is outlined below:

Description	2021/22	% of dogs collected	2022/23	% of dogs collected	2023/24 (YTD)	% of dogs collected
<b>Number of Dogs Collected</b>	176		226		195	
<b>Number of dogs collected and return to owner before impounded</b>	125	71%	155	69%	182	93%
<b>Total number of dogs impounded</b>	51	29%	71	46%	13	7%
<b>Total number of dogs impounded and subsequently returned to owner</b>	23	13%	55	24%	1	1%
<b>Total number of dogs impounded and unclaimed</b>	28	16%	16	7%	12	7%

Supporting Council's ability to reunite more dogs with their owner before requiring impoundment has been the introduction of the City of Mount Gambier Impounded Dogs Facebook page. For those dogs that are not microchipped or registered in particular, this helps find the owner through the sharing of posts and identification via social media.

Of the dogs that have not been reunited their owner so far this year 7 have gone to rehoming partners, and 5 have been fostered.

## Animal Pound Financials

Initial estimates on pound costs were developed utilising the impound numbers from last financial year. The following is a year-on-year comparison of expenditure towards pound operations with the same time last year.

Expenditure	Actuals as at 31/12/2022	Actuals as at 31/12/2023
Estimated rehoming /impounding costs	\$22,500	\$21,589**
Impounding and hold fees charge to owners*	\$1,673	-
<b>Total cost to Council</b>	<b>\$24,173</b>	<b>\$21,589</b>

\*SEAWL used to retain impound and daily hold fees charged to the owner reclaiming their animals, these fees will now be retained by Council.

\*\* Includes staffing costs estimated at \$15,735 which has been absorbed within budgeted salaries for animal management.

The number of dogs collected is more than the same time in the prior year which has resulted in higher costs than originally estimated. The additional staff time to manage the City of Mount Gambier Impounded Dogs Facebook page and additional enquiries and attempts to reunite dogs with their owners has been absorbed within the General Inspectors existing workload which we have attempted to capture in our staff cost estimates.

A forecast has been undertaken given consideration to this, with estimated savings in animal management still to be approximately \$11k compared with the budget for this financial year.

The administration are currently exploring reinvestment of these savings into animal management, including consideration of the future pound modifications being scoped.

Council can continue to operate in this manner while current legislation is in place, or until such time a state-wide solution is developed for the sector. However, when legislative changes occur (that may introduce cat management to Council's obligations) or a state-wide solution proposed, then Council



will need to review its operations accordingly. Any legislative change is not expected to occur for at least another couple of years. In the interim, Council will engage in the sector-wide discussion and also continue to participate in conversations with our Limestone Coast counterparts on how we prepare our region for cat management.

## **LEGAL IMPLICATIONS**

The key legislation that applies this report is *the Dog and Cat Management Act 1995*.

As per this legislation, impounded dogs are required to be held at a facility for at least 72 hours. After that, animals are generally transferred to a rehoming partner for rehoming. At this point, it is up to the rehoming partner to make appropriate arrangements for the animals.

There are currently no set timeframes for impounded cats. However, it is foreseen that the Act may be amended in the future to include requirements for cats which would result in the impoundment of cats for at least 72 hours (longer if they appear to be owned).

When an animal is found, identification via registration disks and microchip numbers should be checked and owners should be contacted to arrange return to home as soon as possible. If the owner is unable to be identified or contacted, the animal is impounded by Council in an approved facility and the animal must be held for 72 hours while attempts are made to reunite the animal with its owner.

Councils are responsible for making satisfactory arrangements for the impoundment of dogs and if they choose to detain cats, satisfactory arrangements for a facility for their impoundment.

City of Mount Gambier does not currently actively manage cats and the proposed arrangements outlined in this report only relate to dogs.

The Dog and Cat Management Act 1995 is currently under review following a report to the Minister for Climate, Environment and Water in December 2022. The Minister accepted the recommendations of this report which will be captured in any proposed changes.

## **STRATEGIC PLAN**

Nil

## **COUNCIL POLICY**

[A515 Animal Control Dogs](#)

[Animal Management - Unclaimed Dogs](#)

## **ECONOMIC IMPLICATIONS**

Nil

## **ENVIRONMENTAL IMPLICATIONS**

Nil

## **SOCIAL IMPLICATIONS**

Nil

## **CULTURAL IMPLICATIONS**

Nil

## **RESOURCE IMPLICATIONS**

Council Officers are currently investigating additional modifications to our holding kennel facility to allow for isolation or long-term holds where they are required.

We are also reviewing resourcing for the General Inspectorate team to provide them with additional support with the husbandry and care of animals while they are impounded. It is anticipated that this resourcing will be able to be put in place within the scope of Council's existing budget. Under current



arrangements, we have engaged a dog behaviour trainer to assist with enrichment and walking of dogs.

**VALUE FOR MONEY**

A forecast to the end of this financial year has been undertaken, with estimated savings in animal management still to be approximately \$11,054 compared to the budget.

**RISK IMPLICATIONS**

N/A

**EQUALITIES AND DIVERSITY IMPLICATIONS**

N/A

**ENGAGEMENT AND COMMUNICATION STRATEGY**

N/A

**IMPLEMENTATION STRATEGY**

N/A

**CONCLUSION AND RECOMMENDATION**

It is recommended that Council note the update on Animal Management.

**ATTACHMENTS**

Nil



**19.2 CITY INFRASTRUCTURE - ACCESSIBILITY – REPORT NO. AR24/8202**

<b>Committee:</b>	<b>Council</b>
<b>Meeting Date:</b>	<b>20 February 2024</b>
<b>Report No.:</b>	<b>AR24/8202</b>
<b>CM9 Reference:</b>	<b>AF23/328</b>
<b>Author:</b>	<b>Abdullah Mahmud, Manager Engineering, Design and Assets</b>
<b>Authoriser:</b>	<b>Barbara Cernovskis, General Manager City Infrastructure</b>
<b>Summary:</b>	<b>This report summarises the strategic work undertaken to guide a deliberate, planned approach to improve accessibility and active transport within the City and is seeking Council to endorse the CBD Accessibility Audit and for Officers to undertake a final round of community consultation on the draft Shared Path Masterplan.</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. AR24/8202 titled 'City Infrastructure - Accessibility' as presented on 20 February 2024 be noted.
2. That the CBD Accessibility Audit and recommendations be endorsed for inclusion in the Infrastructure Asset Management Plan.
3. That Council undertake a final round of community consultation on the draft Shared Path Masterplan.
4. That all feedback be included in the final draft of the Shared Path Masterplan to be presented to the April 2024 Council meeting.





## TYPE OF REPORT

Corporate

## BACKGROUND

An Elected Member's briefing was held Tuesday, 30 January 2024 to present the draft Shared Path Masterplan (attachment 1) that outlines future needs to improve connectivity and shared pathway networks throughout the City. Officers also presented outcomes of the CBD Accessibility Audit (attachment 2) undertaken that identifies the challenges and opportunities for improved accessibility throughout the CBD.

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.

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.

To identify the community's current and future needs, Council sought input from residents, stakeholder groups and visitors to inform the Shared Path Masterplan.

Frequent community feedback and requests for infrastructure improvements related to increasing active accessibility within the CBD prompted Council to undertake a CBD Accessibility Audit. The objective of the CBD Accessibility Audit is to document the current accessibility status within the CBD, particularly for pedestrians and people with mobility restrictions, and provide recommendations that can inform a deliberate approach to improve accessibility within the City's highest traffic area.

## PROPOSAL

### ***Shared Path Masterplan***

The structure of the draft document captures:

The current state of play and context	Vision and Goals
Maps the current and future networks	Proposed infrastructure hierarchy
Includes the first round of consultation summary	Treatment guidance
Key actions	

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.



## **CBD Audit**

The CBD audit was deliberately undertaken to establish the current accessibility status of the City's highest traffic area for pedestrians and people with mobility restrictions. The audit findings have been summarised into two major categories for improvement - policies and standards, and infrastructure.

Of the top ten actions recommended, three related to existing infrastructure citing insufficient manoeuvring and passing space predominantly featured at kerb ramps. The remaining actions identified policy and maintenance issues related to path obstructions.

<i>Challenges</i>	<i>Opportunities</i>
<b>Infrastructure Upgrade</b> Upgrade of existing non-compliant kerb ramps and footpath due to complexity associated with infrastructure of other agencies eg utilities, DIT	<b>Standardisation and Retrofitting</b> Adopting new infrastructure standards and methodology for all future works
<b>Compliance and Standards</b> Complying to the new standards as they are continuously updated	<b>Education</b> Awareness of actual compliance requirements for TGI's and crossings
<b>Safety and Navigation</b> Addressing visibility issues at corners and encroachment of vegetation due to the location of the buildings and existing trees on road reserves.	<b>Maintenance and Improvement</b> Prioritise maintenance and compliance inspection

This report is seeking Council to endorse the CBD Accessibility Audit findings for inclusion in the relevant Asset Management Plans and that a final round of community consultation be undertaken on the draft Shared Path Masterplan to inform the final version to be presented to Council in April 2024.

## **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.
- 2.1.2 Continuing to work on projects that improve residential amenity, including Power Line Environment Committee (PLEC) projects
- 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**

N/A

#### **ENVIRONMENTAL IMPLICATIONS**

Provision of quality infrastructure that improves connectivity and increases participation in active transport reduces reliance on motorised forms of transport.

#### **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.

#### **CULTURAL IMPLICATIONS**

As above.

#### **RESOURCE IMPLICATIONS**

The CBD Accessibility Audit and the Shared Path Masterplan will inform the infrastructure design methodology to be used in Councils Asset Management Plans. These plans determine the forward work programs able to be delivered within Councils 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**

The objective of the CBD Accessibility Audit and Share 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**

The draft Shared Path Masterplan to be open for public consultation from 21 February 2024 until 15 March 2024. Feedback to be consolidated and the final draft document presented to Council in April 2024 for endorsement.



## **IMPLEMENTATION STRATEGY**

Once endorsed, the CBD Accessibility Audit and the Shared Path Masterplan will be implemented by informing the infrastructure design methodology to be used in Councils Asset Management Plans. These plans sequence delivery of the work through forward work programs that can be delivered within Councils 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 national leaders in the space of shared paths and active accessibility.

This report seeks Council endorsement of the CBD Accessibility Audit recommendations for inclusion in the Asset Management Plans and for a final round of community consultation on the draft Shared Path Masterplan to be undertaken.

## **ATTACHMENTS**

1. Shared Path Masterplan [↓](#)
2. CBD Accessibility Audit [↓](#)





City of  
Mount Gambier

# 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 2034. 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. Such outcomes include enhanced road safety measures, increased the provisions 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 a 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 helps 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

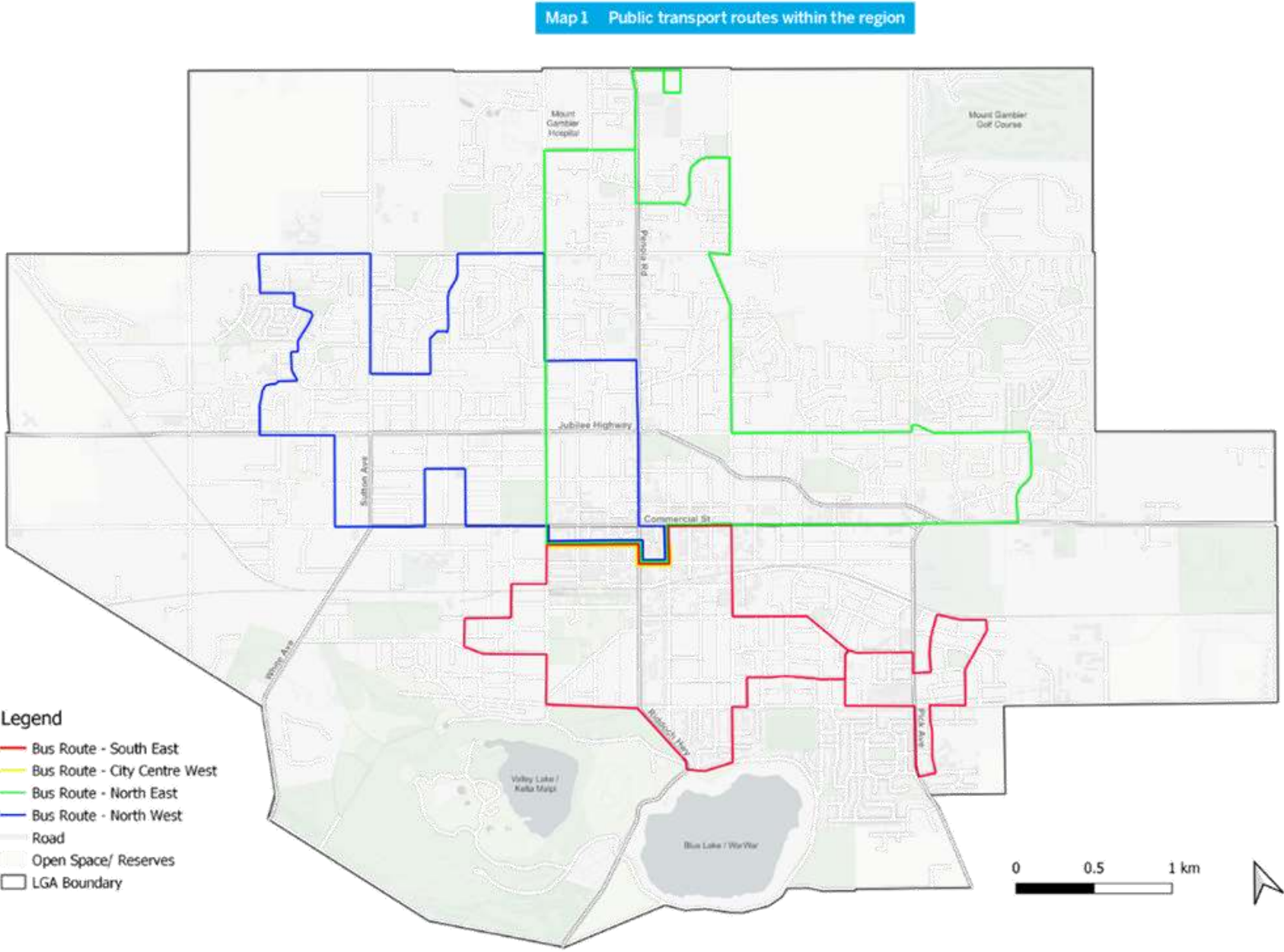
## Public transport

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

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, only 7 of these occurred where cycling infrastructure was installed, 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.



Unprotected Infrastructure



Shared Path Infrastructure



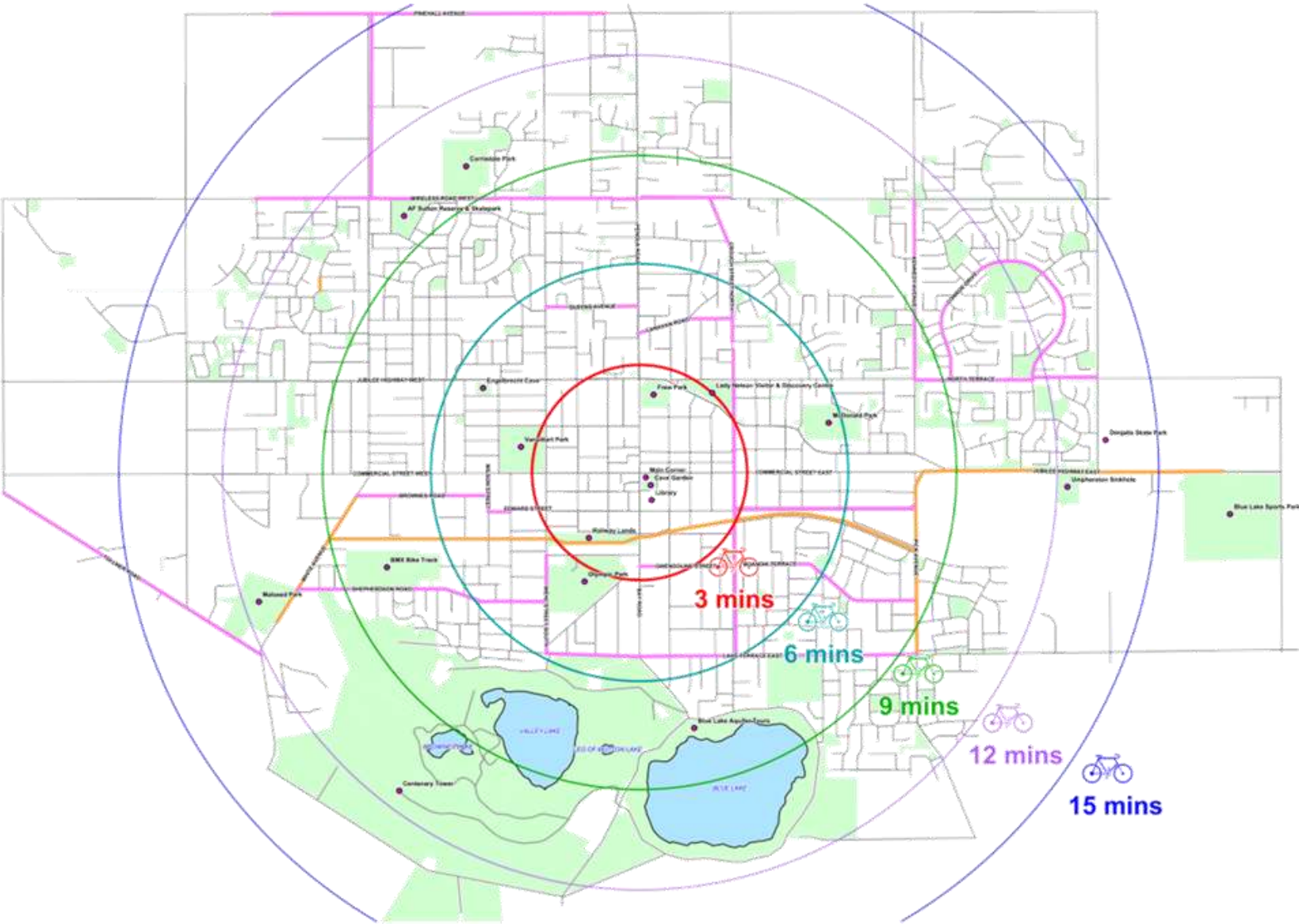


Cycling

The City of Mount Gambier Council has conducted a travel time analysis utilising a time based buffer tool on the LGA to determine how long a cyclist could travel to the CBD (Main Corner) at every 3 minute time intervals. Based on this analysis, a cyclist could be reasonably expected to travel from the outskirts of the LGA boundary to the CBD in 15 minutes.



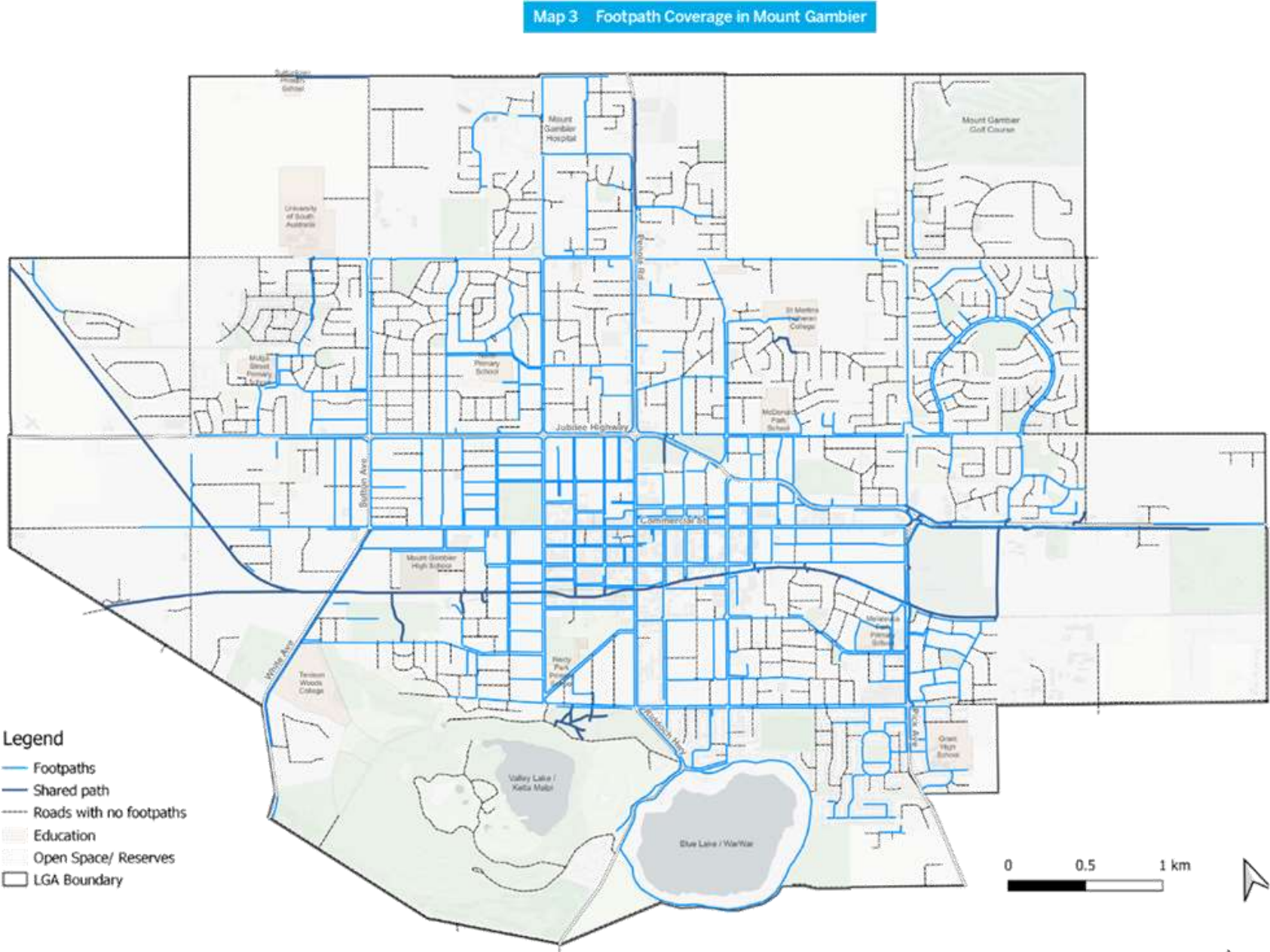
Map 2 Travel time analysis of Mount Gambier LGA (Cyclist)



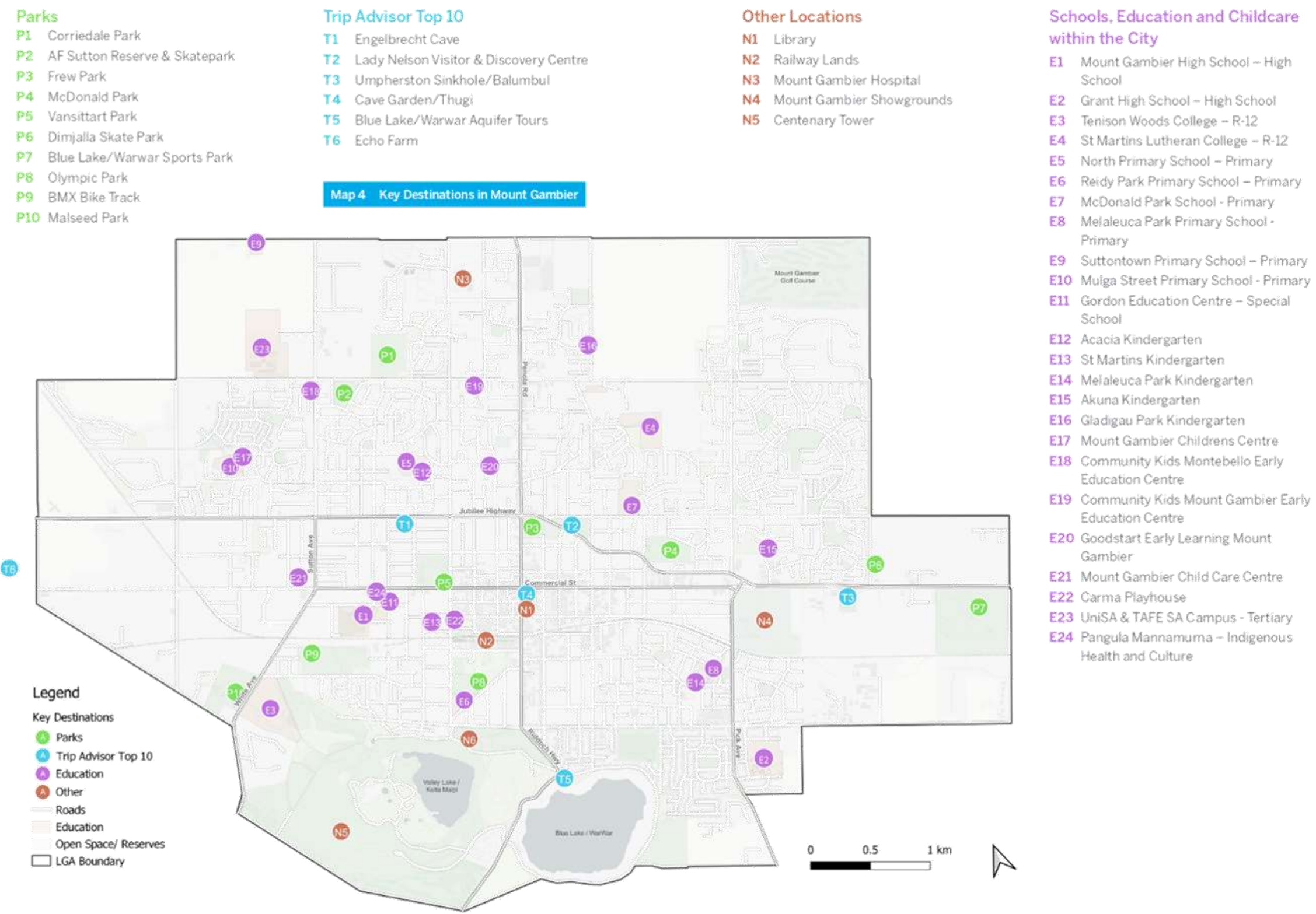
Pedestrians

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.







# 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

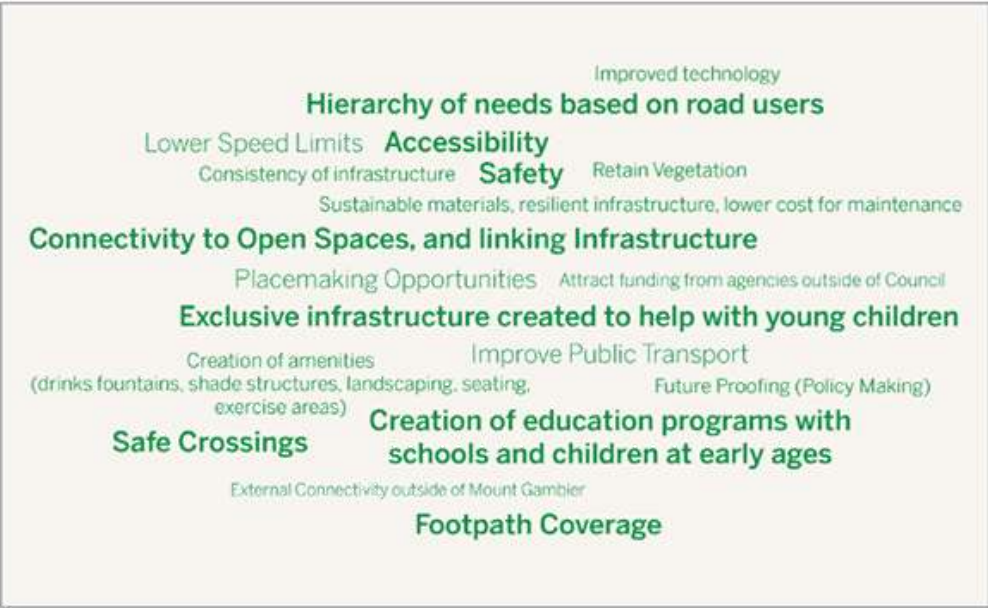
83% of respondents owned a bicycle, 66% 2 or more and 41% 3 or more. 75% of respondents were active at least once a month cycling, 41% at least once a week.



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

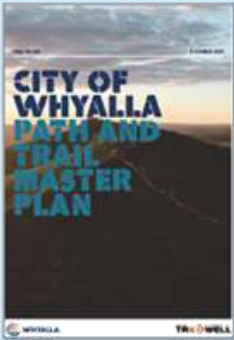
Provided by Council staff as a comparable Active Transport Strategy that focuses on cycling and walking. This was a comprehensive strategy focused on high level planning and the development of a principle cycling and walking network.

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



Amy Gillett Foundation

The Amy Gillett Foundation is a non-profit organisation dedicated to improving cycling safety in Australia. Named in honour of Amy Gillett, an Australian cyclist who was tragically killed during a training ride, the foundation aims to prevent cycling-related deaths and injuries by promoting mutual respect and awareness between motorists and cyclists. They focus on advocacy, education (for Councillors and Road Designers), and research to create safer environments and advocate for policies that protect and support cyclists. Through various initiatives and campaigns, the foundation works towards reducing the risks associated with cycling and fostering a culture of road safety for all road users.



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

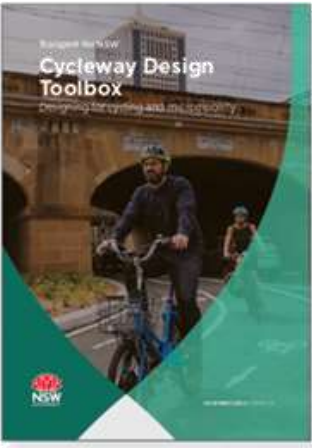
Design toolkits are comprehensive resources that provides guidelines, strategies, and resources for designing and planning infrastructure to support active transportation modes such as walking and cycling. It typically includes design principles, best practices, case studies, and specific recommendations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

The following best practice toolkits have been developed to support Council 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

Austroroads 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.



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.



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.



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 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.



# 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

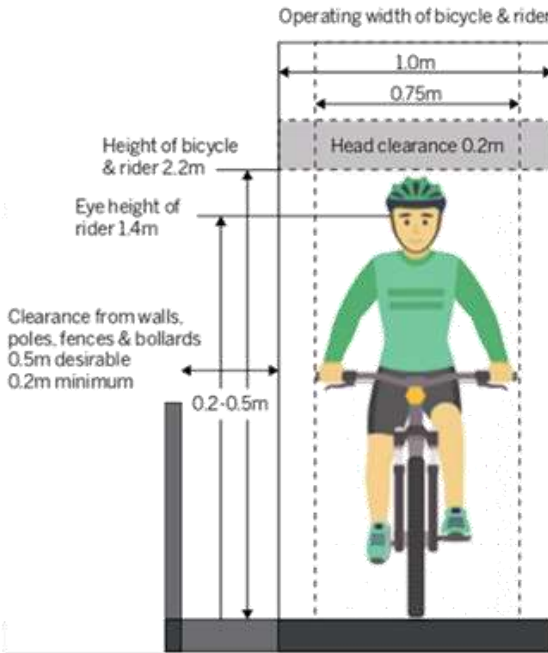
The surroundings encountered when cycling range from attractive to intimidating and can encourage or discourage cycling along a route.

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

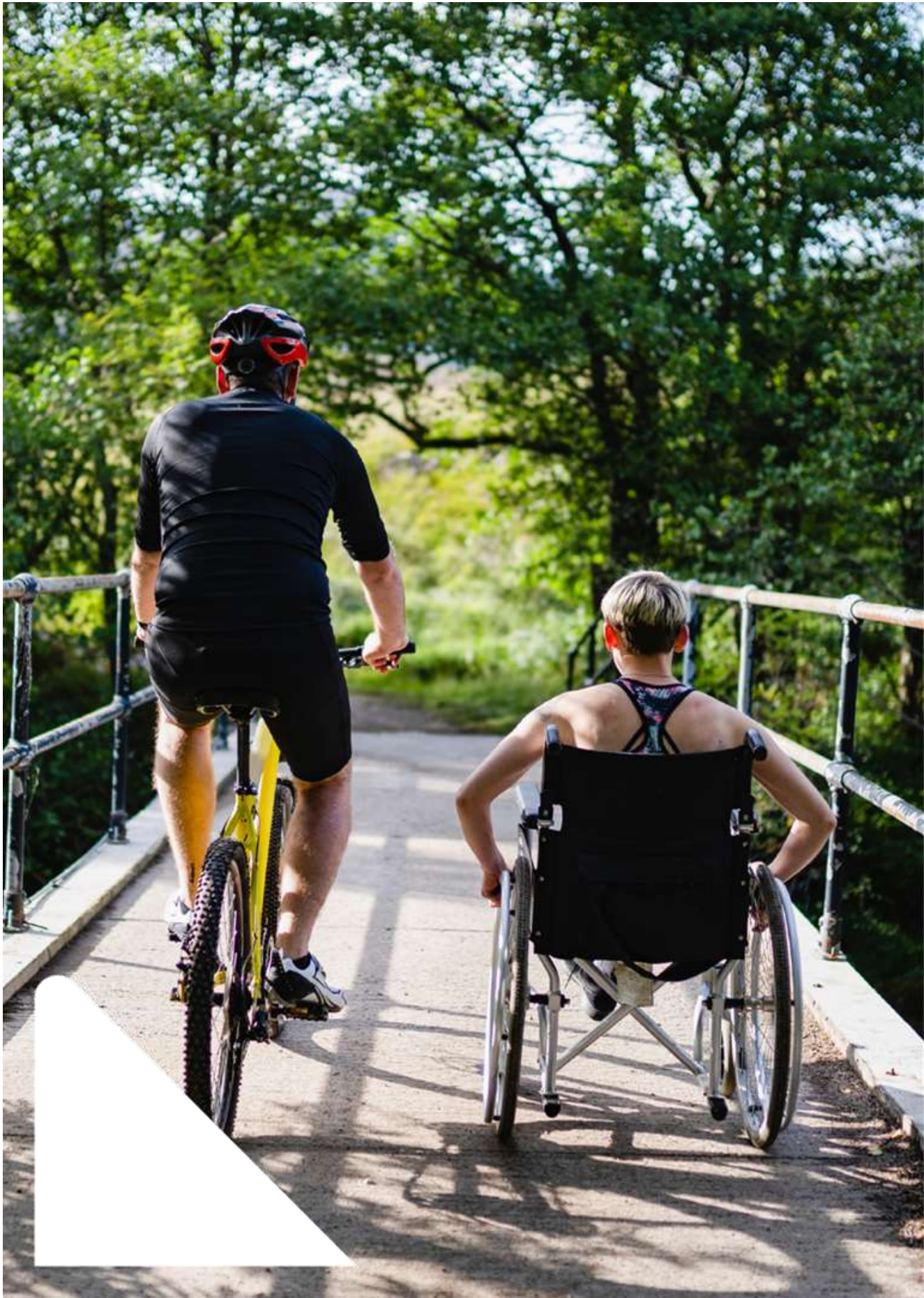
Separated paths have a designated area for walkers and a dedicated area for cyclists. Effectively they are separate but adjoining paths. The walking and cycling paths can be differentiated by material (eg concrete path next to an asphalt path), or by paint or colour on the same material.

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 spoken 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.

MOST EFFECTIVE	Hierarchy Treatment	Example
	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
Protected/Separated/Segregated Bicycle Len	
Bicycle Lane With Buffer Zone	
Bicycle Lane	

LEAST EFFECTIVE





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
Regional Road or Arterial Road (State Owned Road)	Significant Traffic Volumes, Freight, Public Transport, above 60km/h				Not to consider due to lack of protection	Not to consider due to lack of protection



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

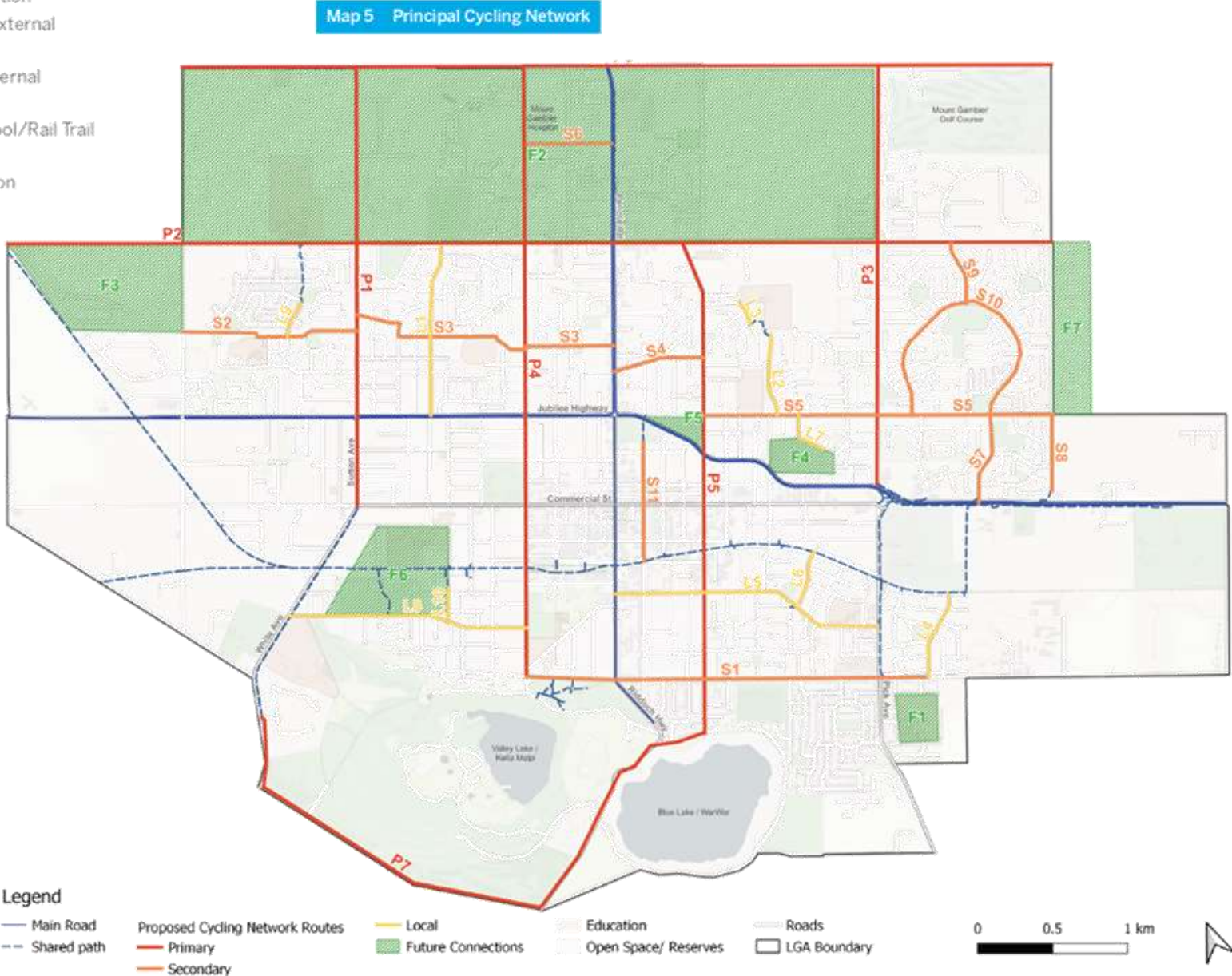
2.2 Adoption and Endorsement of Secondary Routes

- 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 5), 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.

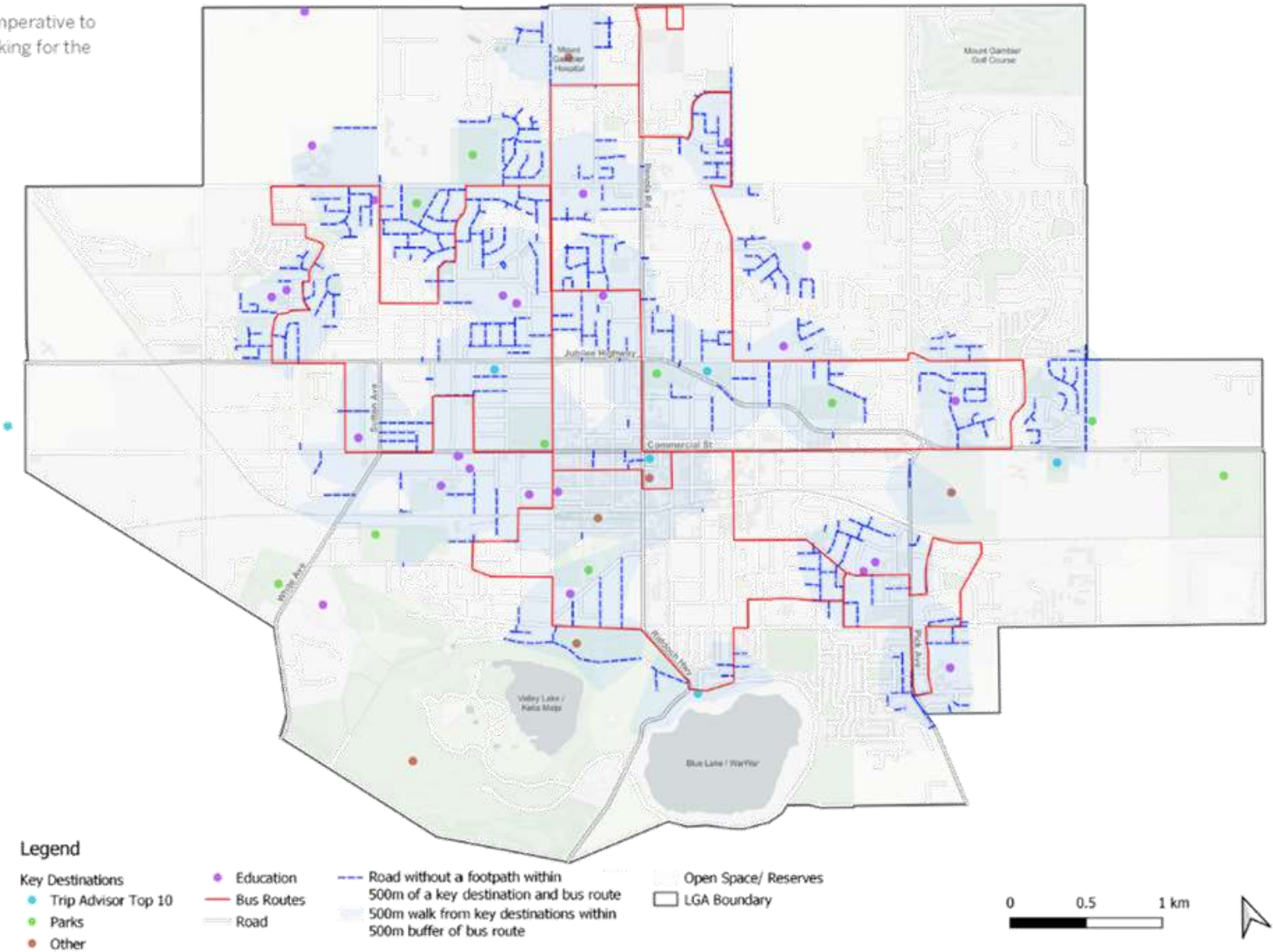
**New Footpaths - Connectivity to Key Destinations**

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.

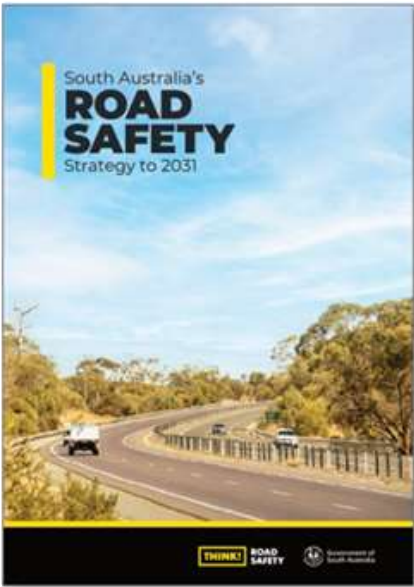
In approaching the planning of shared paths, Council acknowledges that the term 'accessibility' aligns to whether the designs are 'enabling' or 'disabling', 'empowering' or 'disempowering', and whether the experience of the place feels inclusive or marginalised.

The City of Mount Gambier commits to being directly informed by with 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 to intersections 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).

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.

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/Harraid 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



### 3.3 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

### 3.4 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.



		Speed	Volumes	Parking	Recommended Treatment
Primary Routes	Pinehall Avenue	H	L	N	1, 2
	O'Leary Road	H	M	N	1, 2
	Suttontown Road	M	H	Y	1, 2
	Bishop Road	H	L	N	1, 2
	Wireless Road W	H	M	Y	1, 2
	Wireless Road E	M	M	N	1, 2
	Wehl Street N	M	H	Y	1, 2, 3
	Wehl Street S	M	H	Y	1, 2, 3
	Kennedy Avenue	H	M	Y	1, 2
	Crouch Street S	L	H	Y	1, 2, 3
	Crouch Street N	L	M	Y	1, 2, 3

		Speed	Volumes	Parking	Recommended Treatment
Secondary Routes	John Powell Drive	L	L	Y	2,3,4,5
	Wilga Road	L	L	Y	2,3,4
	Heaver Drive	L	L	Y	2,3,4,5
	Betula Road	L	L	Y	2,3,4,5
	Kurrajong Street	L	L	Y	3,4,5
	Heath Street	L	L	Y	2,3,4
	Fartch Street	L	L	Y	4,5
	Queens Avenue	L	M	Y	2,3
	Canavan Road	L	L	Y	2,3
	North Terrace	L	L	Y	3,4
	Tumut Drive	L	L	Y	3,4,5
	Conroe Drive	L	M	N	3,4,5
	Honnington Boulevard	L	L	Y	3,4,5
	Attamura Road	L	L	N	2,3,4,5
	Mitchell Street	L	L	Y	3,4,5
	Ferres Street	L	L	Y	3,4
	Lake Terrace E	L	M	Y	2,3
	Allison Street	L	M	Y	2,3
Local Routes	Mallee Street	L	L	Y	4,5
	Acacia Street	L	L	Y	3,4,5
	St Martins Drive	L	L	Y	2,4,5
	Dalkeith Drive	L	L	Y	3,4,5
	Comaum Avenue	L	L	Y	3,4,5
	Hanson Street	L	L	Y	2,3,4,5
	Boandik Terrace	L	L	Y	3,4,5
	Wilson Street	L	L	Y	3,4,5
	Lacapede Street	L	L	Y	4,5
	Shepherdson Road	L	M	Y	2,3
	Lake Terrace West	L	L	Y	3,4,5
	Palamountain Street	L	L	Y	3,4,5
	Mackenzie Street	L	L	Y	3,4,5
	Truman Street	L	L	Y	3,4,5



3.6 Skill Building Facilities

The Road and Cycle Safety Centre makes 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	
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 for the 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.





## 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.

### 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 may need to increase based on adverse weather events.

Scheduling and maintenance of shared path assets shall be developed as an 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.



## 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

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.					

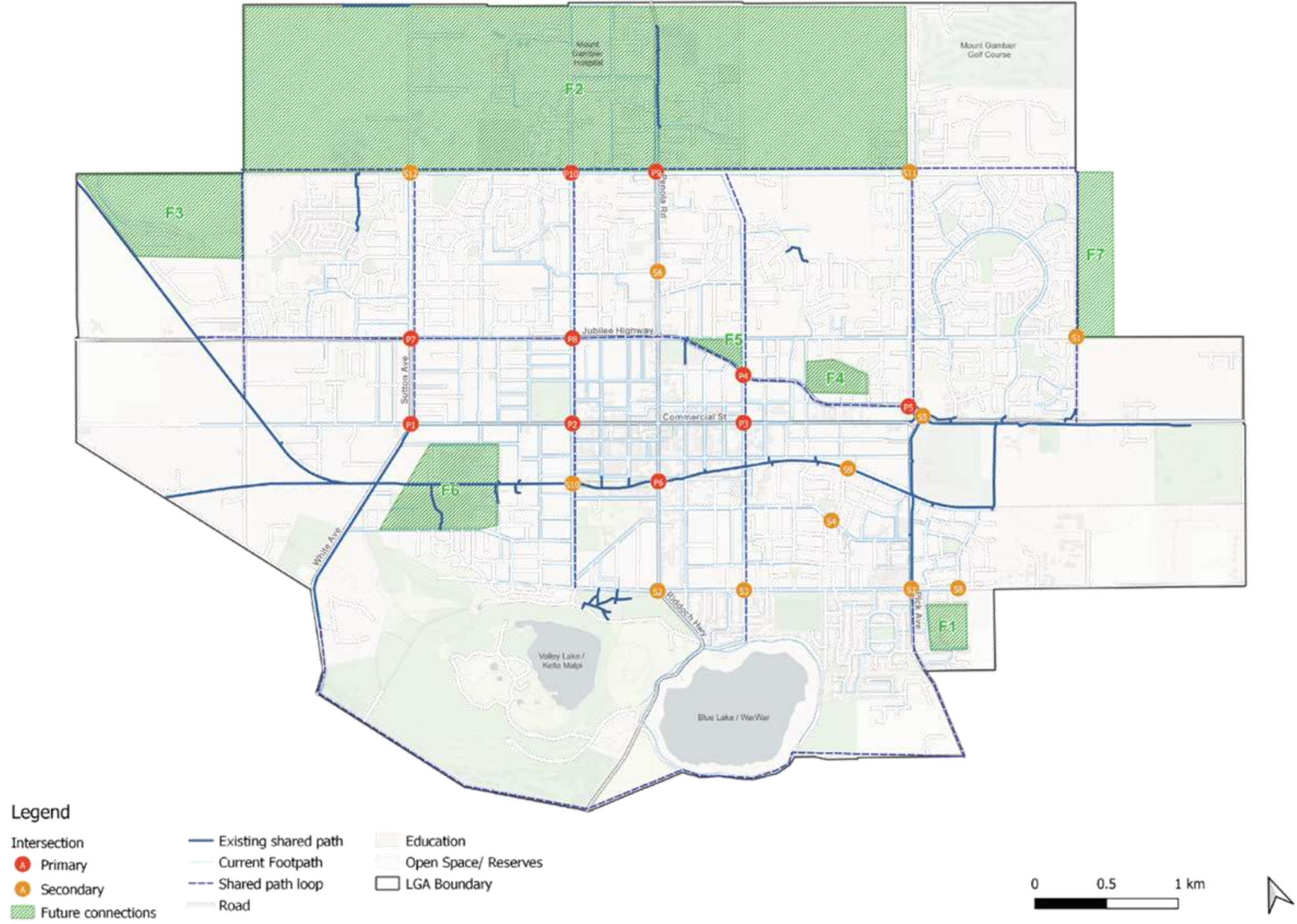
Safe			Short	Medium	Long	Ongoing
Goal 3.1 – Primary Cycling Intersections	Prioritise identified primary intersections with a focus on cycling safety improvements					
Goal 3.2 – Secondary Cycling Intersections	Prioritise identified secondary intersections with a focus on cycling safety improvements					
Goal 3.3 – Pedestrians	Prioritise and investigate pedestrian improvements at high demand and high traffic volume locations					
Goal 3.4 – Pedestrian Crossing Planning	Schedule a plan for proactively identifying pedestrian locations based on select criteria.					
Goal 3.5 – Mid-Block Improvements	Feasibility and Design of Cycling Treatments established under Goal 1.5					
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













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March 2023

Victoria Walks is an evidence-based health promotion organisation, leading the move for walkable communities in Australia since 2009. Our vision is for healthier, connected communities through more people walking more every day. Victoria Walks is supported by VicHealth.

This report was prepared by Josephine Eady and reviewed by Duane Burt, both of Victoria Walks.

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A0052693U

Level 8, 225 Bourke St, Melbourne VIC 3000

Phone: 03 9662 3975

Email: [info@victoriawalks.org.au](mailto:info@victoriawalks.org.au)

Website: <https://www.victoriawalks.org.au/>

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2



## Executive summary

Accessibility is about providing safe and direct access so that everyone, regardless of age or ability, can get to shops and services, public transport, community facilities and everything else that they need for daily living. Certain groups like people with disability, children and older people have greater needs to move safely and comfortably about the CBD. Council has an obligation to comply with relevant standards and guidelines in designing public space.

As part of this project, Victoria Walks audited the Mount Gambier CBD for accessibility and compliance with requirements. The key findings from the audit are summarised below under two categories, each in order of priority.

### Policies and standards

Changes to policies and standards are relatively quick and inexpensive to do. These will generally influence future design and use of walking infrastructure, although a footpath trading policy could be applied immediately.

- **Speed.** Vehicle speed is inherently linked with safety for everyone using the roads and footpaths. Research is clear that higher speeds result in more crashes and, when they do occur, more serious injuries and deaths. The default speed limit of 50 km/h is not compatible with safe and pleasant walking or the nature of the CBD as a destination and the centre of community life. Council should conduct a review of speed limits within the CBD with a view to encouraging walking and making it safer for everyone. A speed limit of 40 km/h has been commonly applied to CBD and town centre areas, but emerging best practice is 30 km/h, as is now standard in New Zealand and recently applied in Warrnambool and Mildura.
- **Kerb ramps.** Council should develop a standard drawing outlining the requirements for the design and construction of kerb ramps. They should comply with Australian Standard AS1428.1, including be in line with the footpath and each other, have sufficient space at the top for a person in a wheelchair to turn, have a sharp transition at the top and bottom and a grade of 1 in 8, with sides splayed at 45°.
- Council should also develop policies for:
  - **Crossover design.** Council should review the Standard Crossover as part of the Invert / Crossover Opening Application, to maintain a level path of travel and reinforce legal requirements for vehicles to give way to pedestrians on the footpath.
  - **Footpath trading.** There are many locations where obstacles block the accessible path of travel along the building line, which is an impediment to some people with disability. Outdoor dining furniture, advertising signs, product displays, traffic signal boxes, historical markers and trees should be placed kerbside rather than building side.

### Infrastructure

Many of the infrastructure recommendations relate to small changes that can be completed by council as part of the annual budget cycle. Some bigger changes may need funding or approval from sources outside of council, such as the state or federal government.







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- **Road crossings.** Being able to cross the road is an essential component of walkability. Formal crossings which give people walking priority are needed at busy locations such as Commercial St W at Elizabeth St, Commercial St E between Compton St and Krummel St, Compton St outside Coles, and road crossings of the shared path.
- **Shade and shelter.** Shade and shelter are very important to walkability and generally provided by street trees. Council should establish a tree planting program to expand the number of trees in the CBD.
- **Kerb ramps.** Kerb ramps are one of the most important features for making an urban area accessible, but existing kerb ramps in the CBD do not meet contemporary standards. Council should progressively install missing ramps and upgrade existing ramps in line with updated standard drawing.
- **Signal operation.** Existing signals provide only a few seconds of green time for pedestrians, making many people feel rushed when crossing the road. This is problematic for people who walk slower or have limited mobility. Council should adjust the signal operation so that the green pedestrian signal is displayed automatically every cycle during peak pedestrian times and extend the green phase. As controllers are upgraded, pedestrian detection technology can be incorporated which extends the green signal for slower walkers by giving them more time to cross safely.
- **Footpaths.** An accessible path in the context of an urban environment is generally the footpath. Footpaths are provided on both sides of nearly all roads and are generally high quality. However, some locations with uneven surfaces create tripping hazards and should be patched or replaced.





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## Introduction

An accessibility audit of the Mount Gambier central business district (CBD) was conducted on Monday 13 and Tuesday 14 February 2023. A map of the area included as part of the audit is shown in Figure 1.



**Figure 1 Area of Mount Gambier CBD audited for accessibility**

The accessibility of an area is generally considered under federal legislation, namely:

- The Disability Discrimination Act.
- Relevant Australian Standards, particularly
  - AS 1428.1 General requirements for access – New building work, and
  - AS 1428.4.1 Means to assist the orientation of people with vision impairment: Tactile ground surface indicators.

Existing conditions can constrain the ability to meet legislation and policies. The topography in parts of Mount Gambier means that the road and therefore adjacent footpath are at a grade which is so steep that it cannot be used by some people with a wheelchair. The approach in this audit has been to highlight locations that don't meet the standards and provide realistic solutions which meet the standards as far as possible.





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Councils have an obligation to comply with relevant standards and guidelines in designing public space. While this is important, it does not guarantee accessibility. Accessibility is about providing safe and direct access so that everyone, regardless of age or ability, can access shops and services, public transport, community facilities and everything else that they need for daily living. The onus for getting around shouldn't be on the user changing their behaviour or being able to use a particular app, instead the physical environment should meet their needs and provide all the cues they require. This includes people using mobility aids such as wheelchairs, mobility scooters, walking sticks and walkers; people who are blind or have low vision; people pushing prams or trolleys; older people; young children; everyone. This whole range of people was observed during the site visit, and the auditor spoke with some to understand their experiences.

Throughout this report, the term walking refers to people getting around on foot as well as people using all forms of mobility devices that allow them to travel at human speed.





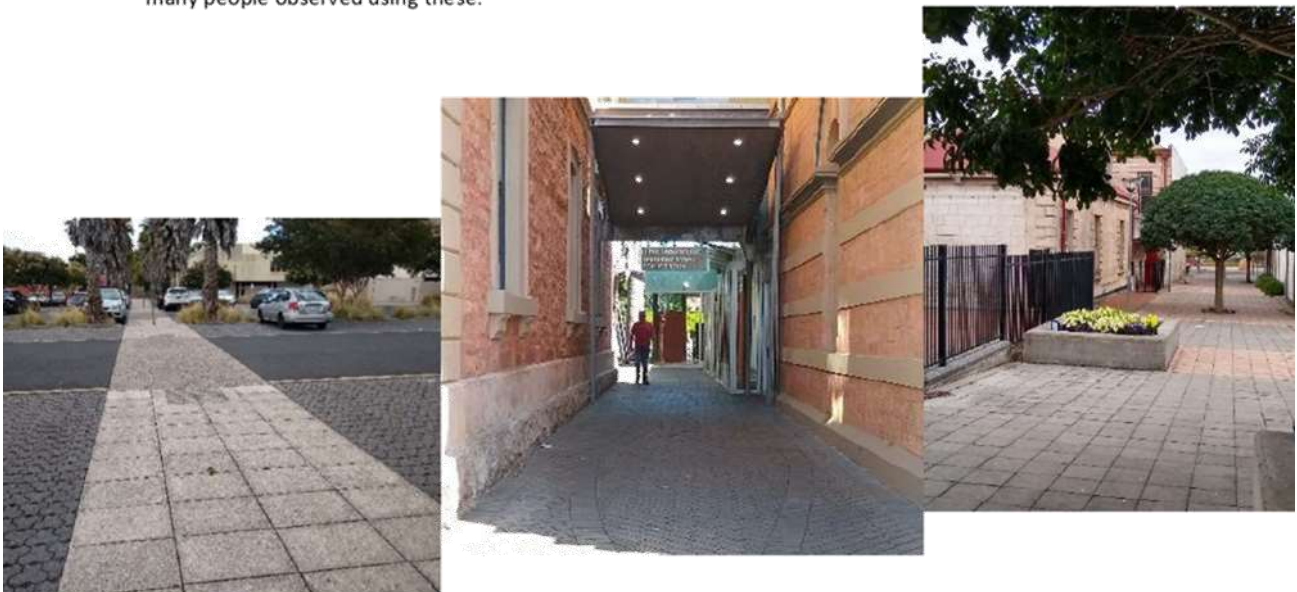
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## Overview of findings and requirements

Council is doing many things well for people walking around the CBD. Footpaths are provided on both sides of nearly all roads and are generally high quality – sufficiently wide, level and flat. Most people consulted during the audit were happy with the current conditions. Facilities such as bins, public toilets, seating, wayfinding signs and drinking water are provided at multiple locations in the CBD, particularly along Commercial St and within the Railway Lands.



Various short cuts between buildings and through car parks minimise walking distance and time, with many people observed using these.







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## Complying with requirements

### Providing an accessible path

An accessible path in the context of an urban environment is generally the footpath. In summary, AS 1428.1 requirements for an accessible path include:

- a maximum gradient less than 1 in 20 (5%), unless at a ramp
- it is level, with no steps or lips
- a clear height of 2 m
- at least 1 m in width, with no obstructions in this space and a firm and level surface adjacent
- a slip-resistant surface
- a maximum crossfall of 1 in 40 (2.5%) except when the surface is bitumen where the maximum allowable is 1 in 33 (3%).

With respect to accessing premises (including public footpaths), the [Australian Human Rights Commission](#) "is of the view that the continuous accessible path of travel should extend from the property line with no obstructions or projections in order to provide the best possible guidance line for all users including people with a vision impairment."

There are many examples of permanent and temporary obstacles within 1 m of the property line. Both permanent obstacles such as Stobie poles, trees and seating, and temporary obstacles such as outdoor dining furniture, advertising signage and construction fencing were observed during the audit. Depending on the obstacle, the person and their familiarity with the environment, the degree of difficulty navigating each of these will vary.

Site specific audit findings and recommendations in relation to accessible paths begin on p. 20.





### Kerb ramps

After high quality footpaths, kerb ramps are one of the most important features for making an urban area accessible. They allow people using wheeled devices (such as wheelchairs, walkers and prams), older people and those with limited mobility to move easily between the footpath and road levels. They are also used by people who are blind or with low vision to navigate to crossing points.

City of Mount Gambier acknowledge the importance of kerb ramps, with L130 Land Divisions 16 (b) 6. stating *"kerb ramps shall be provided at every corner radius where footpaths are proposed."*

### No kerb ramps

There are some locations where no kerb ramps are provided for crossing the road. This is particularly common when crossing the major road at unsignalised T intersections, such as Wehl St and Crouch St. Some argue that people crossing major roads should use formal crossings like signals, but this often requires a significant detour. A set of signals 100 m from the desired crossing point results in an additional walk of 200 m, plus delay in waiting for the signals. Given most walking trips are less than 1 km (Eady, 2023), this is a substantial addition.

It is the most vulnerable people (with disability or slow walkers) who are forced to travel to the signals. Everyone else simply waits for a break in traffic and crosses at the location convenient to them. This was commonly observed during the audit, such as the older lady crossing Wehl St N at Jane St shown at right.



### Non-compliant kerb ramps

AS 1428.1 (Section 7.7) outlines requirements for kerb ramps, including alignment, profile (length, grade, side splays, transition angles) and finishes. Other sections cover the required manoeuvring space at the top of the ramp depending on the layout and edge of path, such as Figure 23(A) in AS 1428.1.

The audit found that kerb ramps are provided at most road intersections, however no ramps were observed to be fully compliant with the standards.

Newer kerb ramps generally fared well, such as those for crossing Caldwell St at Elizabeth St shown at right. There is a sharp transition at the top and bottom of the ramp, and it is only slightly offset from the footpath. However, the side splays are not at 45° as required by AS 1428.1 Section 7.7, common across the CBD.







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Many other new ramps are significantly out of line with the footpath, making them inconvenient for people to use. This could be considered discriminatory as those with disability who need them are required to travel further (sometimes up to 20 m) and navigate four turns. Meanwhile everyone else simply walks in a straight line and steps down the kerb, not using the ramps at all; something observed multiple times during the audit.

At some locations the kerb ramps are set back so far they aren't even visible until the person walks right up to the corner. Such a location is crossing Alexander St at Crouch St N, shown in the two photos at left.

Some older kerb ramps are not aligned with the direction of travel, sending people into the middle of the intersection rather than across the leg. Shown at right is a kerb ramp which leads people diagonally into Wehl St N rather than across Jane St as intended.



Ramps at midblock pedestrian operated signals are also generally well designed, with only one or two areas of non-compliance. The photo at left from Commercial St W shows the push button assembly in the ramp rather than next to it as per Figure C2(A) in AS 1428.4.1. The warning TGSIs are also interrupted by pit lids.

Kerb ramps are provided across all legs of many cross intersections, assisting people to cross the road no matter which direction they are walking. The Bay Rd/Railway Tce intersection is notable because kerb ramps are provided for crossing both the minor and major roads. All roundabouts also have kerb ramps for crossing all legs, however they are often not in line with the footpath, nor have sufficiently splayed edges. Some are not aligned with the direction of travel, instead leading people into the middle of the intersection. Positively, many have kerb extensions which minimise the crossing distance and slow turning vehicles, and painted islands which provide a place to prop.





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AS1428.1 requires a minimum width of 1500 mm between the top of a kerb ramp and the property boundary. This provides circulation space for people to manoeuvre mobility aids, particularly wheelchairs. There are several locations in the CBD where this requirement is not met, such as Margaret St at Bay Rd shown at right.



Another common issue with kerb ramps is at signalised intersections where a single, extended curved ramp is provided for crossing in both directions. Often this is due to lack of space to provide two, separate kerb ramps as in Figure 23(A) of AS 1428.1. Sometimes the push button assembly is also located within the ramp, rather than next to it (see Figure C2(A) in AS 1428.4.1).



#### What to do?

Although none of the existing kerb ramps fully comply with the standards, most can currently be used by most people, including those with mobility aids. As such, a non-compliant ramp is better than no ramp.

Any time a kerb ramp must be rebuilt as part of other works, it should be upgraded to be fully compliant where possible. There may be valid reasons why particular ramps cannot comply with the standards, such as topography, property boundaries, drainage, signals hardware, etc. To move some of this infrastructure is extremely expensive. Other options can be considered.

**Kerb extensions** (also known as a kerb outstands or build outs). These are already common across the Mount Gambier CBD, such as at intersections along Percy St shown at right. Where there is insufficient space between the property boundary and the road to install a compliant kerb ramp, extending the kerb creates extra area. This technique has the added benefits of reducing the crossing distance for pedestrians and tightening the curve radius, slowing vehicles.







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**Wider footpaths.** Similar to kerb extensions but generally for a longer stretch, making footpaths wider creates extra space for walking. Depending on the location, this may involve narrowing traffic lanes or replacing car parks. Surveys of parking occupancy and street space allocation can assist council in determining the acceptability of such changes. Often studies of CBDs find a higher proportion of space allocated to vehicles than the proportion of people that travel by private vehicle, such as this from [Melbourne](#). Localised footpath widening has been used at the pedestrian operated signals (POS) on James St at right, reducing the crossing distance.



**Raised crossings or intersections.** Instead of bringing the footpath down to road level, the road can also be raised to meet the footpath level. This means no kerb ramps are required as the crossing is level the whole way. This will usually have other safety benefits, reducing vehicle speeds at the crossing point.

**Wide crossings.** Bringing a length of footpath down to road level makes it easy for people to cross anywhere along the length, such as across Gray St near Mount Gambier Central shown below. Some people have concerns around this design for those with low or no vision as they may not be aware they are stepping onto the road, however that can be managed with good design and warning tiles.

**Changes to intersections.** Particularly for large roundabouts, narrowing the traffic lanes and using mountable aprons or central islands reduces the offset for entering vehicles. This allows kerb ramps to be placed closer to the intersection and provide a more direct crossing.



Kerb ramp issues found in the audit and recommendations begin on p. 57.

### Tactile Ground Surface Indicators

Tactile Ground Surface Indicators (commonly abbreviated to TGSIs) are useful for assisting people who are blind or have low vision with orienting themselves in their environment and can also provide warning. However, as AS1428.4.1 (Appendix A) notes, there are many other environmental cues that can assist in this.





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*People who are blind or have a vision impairment are able to... determine an abrupt change in grade such as the sharp transition between the grade of the footpath and a kerb ramp that is constructed to comply with AS 1428.1.*

Therefore, people may be able to identify a kerb ramp built to standard *without* the use of TGSIs. This is important because there are also disadvantages of using TGSIs. They can be a tripping hazard, cause people to slip especially in the wet and have costs associated with installation and maintenance.

AS1428.4.1 (Appendix C) acknowledges the issues for people with physical disability:

*The research also identified that people with a physical disability have difficulties in using kerb ramps when TGSIs are installed on the sloping surface of the ramps, even at the relatively gradual slope of 1 in 12. This implies that under Australian conditions of 1 in 8 there may also be some significant difficulty in negotiating kerb ramps when TGSIs are installed. This is supported by informal advice from a number of Australians with physical disabilities.*

Therefore, AS 1428.4.1 states “use of TGSIs should be minimised on kerb ramps” and warning TGSIs should be installed:

- at hazardous crossings, and
- at kerb ramps that do not comply with requirements of AS 1428.1.

It continues, “warning TGSIs are not required to be installed on a kerb ramp if –

- a) The distance between the building line/boundary and the top of the kerb ramp is less than 3 m;
- b) The change in gradient between that of the pedestrian surface at the top of the kerb ramp and the gradient of the kerb ramp surface lies between 1 in 8 to 1 in 8.5; and
- c) The kerb ramp is aligned with the building line and in the direction of travel across the carriageway.”

It concludes that “TGSIs should not be installed unnecessarily, as they will not compensate for poor design. Good design practice should minimize the need for TGSIs.” Given this, TGSIs will not always be necessary and when used, must be installed and maintained in line with the Australian Standards.

There are many examples throughout the CBD where TGSIs have been used unnecessarily on kerb ramps and a few where council have tried to work within the site limitations, but have ended up installing non-compliant TGSIs.

A list of audit findings relating to TGSIs begins on p. 65.





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### Vehicular crossovers

Road rules in South Australia require drivers to give way to pedestrians on the footpath when entering or exiting a driveway or car park (vehicular crossovers). The use of a material other than what the footpath is constructed of at many crossovers could be seen to imply the opposite – that people walking have to give way. This is common across the CBD, but particularly an issue at the entrance/exit to large car parks and where there are lots of vehicles crossing the footpath.



There is also an issue with crossovers not being constructed to the same level as the existing footpath.

This can result in:

- the footpath constantly bumping up and down at crossovers
- a steep drop either side of the crossover
- lips and edges where the footpath meet the crossover (tripping hazards, poor maintenance, loose gravel and collection of debris)
- the kerb return sticking out of the path (tripping hazard) – shown at right
- insufficient footpath width at kerb return
- a footpath which is too steep across the path (crossfall).



The footpath is often non-compliant with an accessible path of travel because of these issues.



The photo at left shows the pram is significantly angled compared to the woman pushing it while crossing the crossover.

The steep drop at the edge of the crossover below means the footpath at right is not an accessible path of travel.



Vehicular crossover issues identified during the audit begin on p. 67.





### Making the CBD more walkable

The following sections do not relate directly to standards or requirements for an accessible path. However, they do affect people's experience, enjoyment and safety when walking in the CBD.

#### Crossing the road

Being able to cross the road is an essential component of walkability. Small changes can make a big difference. Kerb ramps allow anyone to get down to road level and cross, pedestrian refuges and islands (raised or painted) give people somewhere to prop in the middle of the road, and kerb extensions reduce the crossing distance and exposure time. All of these treatments can already be found within the Mount Gambier CBD.

Formal crossing infrastructure like pedestrian operated signals provide pedestrians with priority. Wombat and zebra crossings also provide pedestrian priority and are significantly less costly than signals. They also provide an excellent level of service as people don't have to wait for signals but cross as soon as they arrive. Whether zebras or wombats would be acceptable to City of Mount Gambier and the state government is unknown. DPTI Operational Instruction 10.6 for On-street zebra crossings notes that they should be used in low-speed environments. Therefore, a reduction in speed limits (see Section 'Speed' p. 19) could be used in conjunction with these treatments. Kerb extensions and pedestrian refuges can also be used with signals and zebra crossings.



#### Signal operation

There are nine signalised intersections within the Mount Gambier CBD and all operate on a very short cycle time. This means a short wait time for a person walking until the green appears, but they are not provided with very long to cross the road, usually about 3-4 seconds of green time is provided. During the audit, an older man crossing Mitchell St at Commercial St hurried to get onto the crossing after green started by stepping down the kerb before the marked crosswalk. Some people consulted during the audit felt rushed when crossing at the lights. In general, people tend to think the flashing red means "GET OFF THE ROAD NOW" when in fact all it means is "finish crossing, don't start crossing".

There are multiple ways signals can be improved for walking. One way to manage the crossing time is to extend the green time when walkers who are slower, older or with a disability are crossing. New







technology was recently rolled out across many of [Melbourne's intersections](#) (technical details [here](#)) and has been proposed for use by [City of Salisbury](#), north of Adelaide.

Automatic green also means people have an opportunity to cross every cycle, regardless of when during the cycle they arrived and whether they pressed the button or not. An automatic pedestrian green operates crossing Sturt St at Ferrers St. Introducing this to all signals during the day when the highest number of people are out walking, for example between 7 am and 10 pm would improve walkability.

A scramble crossing (also called Barnes Dance or all way cross) allows people to cross in any direction including diagonally. These reduce the risk of a person being injured in a crash as all vehicle signals are red while people cross and so there are no pedestrian-vehicle conflict points.

The Operational Instruction from SA DPTI Scramble Pedestrian Crossings – 14.1 notes that *“both vehicle and pedestrian delays usually increase with a scramble pedestrian crossing operation compared to phasing which allows pedestrian movements to flow within the vehicle phases.”*

The Operational Instruction suggests that delays could lead pedestrians to cross illegally against a red pedestrian light. We are not aware of any evidence around this possibility, but note that scramble crossings tend to be popular with walkers.<sup>1</sup> Scramble crossings can reduce the wait time for pedestrians *if the pedestrian phase is run between every vehicle green phase*. Most scramble crossings in Australia are not operated in this way, meaning pedestrians have to wait for a whole signal cycle simply to cross a single leg.

There have been concerns raised about difficulties in navigating scramble signals for pedestrians who are blind or have low vision, also acknowledged in Operational Instruction 14.1.

Detailed audit findings and recommendations about crossing the road begin on p. 72.

### Shade and shelter

Shade and shelter are very important to walkability. This can be provided by trees, but also shop awnings and bus shelters. [Research by Victoria Walks](#) found shade trees are one of the most important features in making a walk pleasant, in line with research by others.



<sup>1</sup> Crowdsport (2017). *WalkSpot Melbourne Project Report*, Victoria Walks, June 2017.





Trees do more than just provide shade. They:

- are a place to partially shelter from the rain
- can create a physical and psychological barrier between the footpath and road
- contribute to a sense of enclosure and people sized definition of the street
- mitigate the urban heat island effect
- look good, with resulting benefits for community pride and economic development.

Large trees that will reach a height of 15-21 metres and have a canopy 4.5 metres above the ground make the best street trees.<sup>2</sup>

There are some good examples of tree planting in the CBD, such as along Crouch St N, Helen St and Commercial St E. There is a mix of established trees planted on the footpath next to the road and trees planted on kerb extensions in the parking lane.

The audit found that most locations lacking in trees and shade are not constrained by overhead wires. Discussion with council officers suggested instead the constraints are business owners who do not want trees outside their business due to falling leaves or changes to parking. Parking occupancy and travel surveys can provide traders with information about who is using their business. Often it's not the person parking out the front! Also educating business owners about the benefits of trees and how they improve walking conditions, possibly encouraging more people to walk past their shops can assist in discussions about where to provide new trees.

Where overhead electricity wires are a problem, the [PLEC scheme](#) is designed "to improve the aesthetics of an area for the benefit of the general community... Undergrounding can enable trees to be established and streetscaping projects to be completed, improving the appearance of a neighbourhood". The Mount Gambier CBD is an area of commercial activity, one of PLECs focus areas.

Audit findings in relation to trees can be found on p. 77.

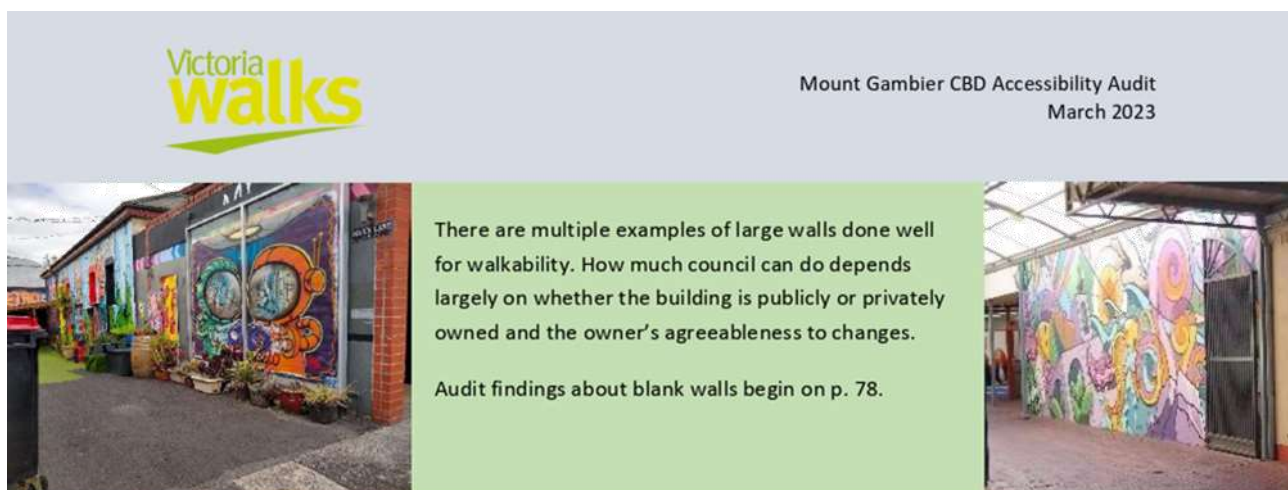
### Blank walls

Having interesting things to look while walking at can make people feel safer and the walking distance feel shorter. Improvements to make large, blank walls more attractive include:

- public murals, including showcasing local artists
- providing windows or doors into the building
- landscaping
- seating
- trees and vegetation.



<sup>2</sup> Ewing, R., & Bartholomew, K. (2013). *Pedestrian- and Transit-Oriented Design*. Washington D.C: Urban Land Institute and American Planning Association.



Victoria  
walks

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There are multiple examples of large walls done well for walkability. How much council can do depends largely on whether the building is publicly or privately owned and the owner's agreeableness to changes.

Audit findings about blank walls begin on p. 78.

## Safety

### Speed

Vehicle speed is inherently linked with safety for everyone using the roads and footpaths. Research is clear that higher speeds result in more crashes and, when they do occur, more serious injuries and deaths. Pedestrians are particularly vulnerable in crashes because they have no vehicle to protect them.

The current speed in all of Mount Gambier CBD is the urban default of 50 km/h. A person hit at 50 km/h is three to ten times more likely to be killed compared to a speed of 30 km/h. It is at around 30 km/h that the risk of serious injury and death begins to increase exponentially.<sup>3</sup> The South Australian Road Safety Strategy notes that "pedestrians are at greater risk of death and injury if hit at impact speeds above 30 km/h." Often it is assumed that the impact speed is less than the speed limit, but a study on this topic found that no evasive action was taken by the driver prior to a crash with a pedestrian in 45% of crashes, meaning the impact speed was the same as the speed which the vehicle was travelling at.<sup>4</sup>

Older people are even more vulnerable and make up a higher proportion of the population in Mount Gambier (18.8% 65 years and over) compared to South Australia (18.2%) and Australia (15.8%).<sup>5</sup>

Lower speeds also contribute to the walkability of an area, making it more pleasant to walk as there is less noise and pollution, and it is easier to cross the road. More walking contributes to health benefits, improved personal safety and equity.

A survey in 2017 by the federal government found 88% of people support 40 km/h speed zones in areas with high pedestrian activity, with 65% strongly agreeing they should be in place.<sup>6</sup>

Lower speed limits also provide more flexibility in what pedestrian infrastructure council can provide. South Australia's [Operational Instruction 10.6](#) (On-street zebra crossings) and [Manual for Traffic Control Devices](#) both recommend low speed environments of 30 km/h or 40 km/h in the vicinity of pedestrian (zebra) crossings and wombat crossings (a raised pedestrian crossing).

<sup>3</sup> Victoria Walks (2021). *Safer Urban Speed Limits*, Melbourne. Available online <https://www.victoriawalks.org.au/Assets/Files/Speed-Limits-Position-1.3.pdf>

<sup>4</sup> McLean (2008). *Metrication of the urban speed limit and pedestrian fatalities*

<sup>5</sup> <https://www.abs.gov.au/census/find-census-data/quickstats/2016/SSC40940>

<sup>6</sup> van Souwe, J., Gates, P., & Bishop, B. (2018). *Community Attitudes to Road Safety – 2017 Survey Report*. Australian Government, Canberra.





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Cities across the world are moving to safer speed limits. According to the [City of Adelaide](#), “under the Australian Standards, 30km/h speed limits are recommended in environments where pedestrians and cyclists intermingle with motor vehicles.” Many Adelaide fringe councils such as Cities of Unley, Charles Sturt and Prospect have already introduced 40 km/h in some areas, with calls for the City of Adelaide to adopt them too.<sup>7</sup>

A speed limit of 40 km/h has been commonly applied to CBD and town centre areas, but emerging best practice is 30 km/h, as is now standard in New Zealand and recently applied in Warrnambool and Mildura.

Any reduction in traffic speeds will make Mount Gambier a safer and more pleasant place to walk.

### Blind corners

There are several locations in the CBD where buildings abut the crossover and property line, blocking sight distance for both pedestrians and drivers.

Examples of how to better design these locations to increase visibility include setting back the building, planting low growing vegetation, supporting awnings and higher sections of building with a pillar, and using glass in the wall rather than brick.



### Night audit

Public lighting is an equity issue and is not as simple as providing more, brighter lighting. Consistent and layered lighting helps people to see and feel safe, but lighting which is too bright is also uncomfortable.<sup>8</sup> Having fewer people around at night also contributes to feeling less safe, particularly for women.

The night audit was conducted on Monday starting at 8:30 pm. Street lighting and lighting from other sources such as shops along Commercial St and Bay Rd is sufficient for being able to see at night. Feature lighting at the Arts and Cultural Centre, within the Cave Garden and up trees creates points of interest and also can help people orient themselves in the CBD.

<sup>7</sup> <https://indaily.com.au/news/local/2019/08/29/call-to-cut-city-speed-limit-to-40km-h/>

<sup>8</sup> Eady, J., Burt, D. and Maniatopoulos, P. (2021). *Lighting in Public Space: Research Paper*. Victoria Walks, Melbourne.



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In the Cave Garden, the path lighting strikes a compromise between being bright enough to see and feel safe, while not being blinding and acknowledging the environment. The toilets are well lit with clear lines of sight.

The shared path has lighting along the length which provides a consistent level of lighting and allows people to see what's around them.

Audit findings and recommendations in relation to safety start on p. 80.





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## Detailed audit findings

The following tables outline issues identified as part of the accessibility audit and provide recommendations for addressing them. The tables are organised in the same order as the earlier overview section and issues are grouped in order of priority.

Legend: H – High priority/cost, M – medium priority/cost and L – low priority/cost.

### Complying with requirements

#### Providing an accessible path

Item	Description	Location	Photo	Priority	Recommendations	Cost
1.	Mount Gambier's L130 LAND DIVISIONS policy section 16 (c) states footpaths should be graded toward the kerb with a 0.040 metre (fall) per metre (width). This is a crossfall of 1 in 25 (4%), greater than permitted by AS 1428.1.	n/a – policy	n/a	H	AS 1428.1 Section 7.1 (d) states: <i>The crossfall for a walkway or landing shall be no steeper than 1 in 40 (2.5%), except that bitumen surfaces shall have a camber or crossfall no steeper than 1 in 33 (3%).</i> Update the policy to match the standards and ensure that new footpaths are accessible.	L
2.	Sharp drop from edge of ramp.	Outside City Hall next to Cave Gardens (path leading to toilets)		M	Install a handrail or fence to prevent people falling off the edge. This is particularly important for people with disability or those who are more frail and could be significantly injured by a fall.	L







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Item	Description	Location	Photo	Priority	Recommendations	Cost
3.	Faded and missing pedestrian crossing line marking	Bay Rd and Sturt St; Commercial St and Penola Rd		M	Reinstate line marking.  Ensure that line marking is always reinstated as part of works when road is resurfaced.	L
4.	Missing pedestrian crossing line marking.	Commercial St and Penola Rd (south leg)		M	Reinstate line marking.  Ensure that line marking is always reinstated as part of works when road is resurfaced.	L






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Item	Description	Location	Photo	Priority	Recommendations	Cost
5.	Uneven building line makes it difficult for a person who walks with a cane to navigate. This can also have implications for personal safety when the alcove is large enough to conceal someone.	Multiple		M	Develop a policy for future building works to ensure the building line is straight, providing a guidance line for people with no or low vision and minimise spaces where a person could hide.	L
6.	No footpath on north side of road	Heriot St (east of Ferrers St)		M	Install a footpath.	M
7.	Available footpath width less than minimum allowable due to Stobie pole and vehicles overhanging footpath.	Alexander St north side between Penola Rd and Mitchell St		M	<p>In the short term, wheel stops could be installed. This introduces a tripping hazard for people crossing the road, but the risk is expected to be minimal.</p> <p>In the long term, investigate moving the kerb further from the wall and widening the footpath. Vehicles do not appear to overhang the road end of car park marking.</p>	L





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Item	Description	Location	Photo	Priority	Recommendations	Cost
					suggesting the parks are generously long or all drivers are parking further forward than they need to.	
					Investigate the feasibility of undergrounding the electricity, possibly as part of PLEC scheme.	
8.	Pavement block moves when stepped on. Uncomfortable and unexpected movement, may also create a tripping hazard.	23 Alexander St, adjacent to the kerb ramp.		M	Repair so that the concrete block is stable when stepped on or rolled over.	L
9.	Pavement block moves when stepped on. Uncomfortable and unexpected movement, may also create a tripping hazard.	7 Caldwell St		M	Repair so that the concrete block is stable when stepped on or rolled over.	L
10.	Pavement block moves when stepped on. Uncomfortable and unexpected movement, may also create a tripping hazard.	24 Bay Rd (Richard Ray Insurance Brokers)		M	Repair so that the block is stable when stepped on or rolled over.	L







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Item	Description	Location	Photo	Priority	Recommendations	Cost
11.	Loose gravel from property gets pulled out onto footpath	2B Keegan St  Back of 63/65 Commercial St E (Linen House)  4 Wehl St N		L	In the short term council can regularly sweep these locations to ensure a smooth surface.  In the long term, any development that requires planning approval should also require the crossover to be sealed within the vicinity of the footpath.	L
12.	Parked vehicle overhanging footpath in accessible path of travel.	34 Sturt St (Little Saigon Café)		L	There seems insufficient space for a vehicle to park fully within the property. Investigate need for parking here and whether the vehicle can be accommodated on street through a permit or similar. This also removes the need to drive across the footpath, improving safety.	L
13.	Pit cover creates a tripping hazard.	Alexander St and Hedley St (north-east corner)		L	Adjust cover to sit flush with the pavement.	L





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Item	Description	Location	Photo	Priority	Recommendations	Cost
14.	Uneven pavement creates tripping hazard	12 Heriot St		L	Grind lip.	L
15.	Mulch from garden bed has fallen onto the footpath. This is a hazard particularly for those who rely on the kerb to navigate (e.g. use a cane)	15 Percy St, outside car park		L	Regular sweeping. Could also investigate some sort of raised edge along the garden bed to stop mulch from falling.	L
16.	Elevated footpath along building frontage has only stair access at one end. It is really for building access and not a footpath, expect people walking will use the car park or road instead.  Area is inactive and empty.	25 Bay Rd (on Heriot St)		L	Investigate the need for parking at this location and whether the whole area can be redesigned to create a welcoming, appealing space.	M





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Item	Description	Location	Photo	Priority	Recommendations	Cost
17.	Path narrower than required.	East side of Bartlett Ln at crossovers		L	Investigate options for providing a compliant path. Options may include removing crossovers, widening the footpath by narrowing the traffic lane or reducing the road to one-way, or turning it into a shared zone. Parking is already prohibited along the length.  Few people were observed walking here so costly changes are unlikely to be justified.	M
18.	Seat is too high for most people to comfortably use. It is 630 mm off the ground compared to the recommended height of 400-520 mm.	Compton St on walk through to public toilet		L	Assuming this is council's responsibility and not the complex owner, a new seat with backrest and armrests could be provided nearby, or incorporated into the concrete, if there is a need for seating.	L

Poor path surface – resurfacing or replacement required




Item	Description	Location	Photo	Priority	Recommendations	Cost
19.	Loose gravel and uneven surface.	Bay Rd and Sturt St (south-east corner and along south side of Sturt St)		H	Resurface or replace footpath.	M







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Item	Description	Location	Photo	Priority	Recommendations	Cost
20.	Loose gravel, uneven surface, gravel spills onto crossover.  Attempt to improve at ALDI crossover by concreting section, but this has become covered in loose gravel.	Compton St west side. Compton St east side, south of 7 Compton St (She's Apples) vehicle entry		H	Resurface or replace footpath.	M
21.	Loose gravel. The uneven and slippery surface may be difficult for some people to use. Wet weather may exacerbate the problem.	South side of Alexander St west of Keegan St. West side of Keegan St south of Alexander St.		M	Seal the footpath. This will make the path and ramps more accessible, particularly for those with wheeled devices and uncertain walkers. It will also be cheaper for council to maintain.	M
22.	Loose gravel and uneven surface.	Percy St at back of 93 Commercial St E (previously The Border Watch)		M	Resurface or replace footpath.	L









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Item	Description	Location	Photo	Priority	Recommendations	Cost
23.	Loose gravel and uneven surface.	Sturt St south side between Compton St and Crouch St S		M	Resurface or replace footpath.	M
24.	Loose gravel, uneven surface and large drop down to crossover.	1 Compton St		M	Replace footpath at crossover, ideally with concrete at continuous level.	L
25.	Loose gravel and uneven surface.	North side of Sturt St between Krummel St and Crouch St S		M	Resurface or replace footpath.	M





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Item	Description	Location	Photo	Priority	Recommendations	Cost
26.	Loose gravel. This appears to be private land, but the space is needed for manoeuvring at and passing top of kerb ramp.	East corner of James St and Bartletts Ln		M	In the short term, seal the gravel section between fence and footpath if possible. In the long term, investigate options such as a kerb extension for providing more circulation space at top of ramp. Alternatively, a raised threshold will remove the need for a kerb ramp and meet accessibility requirements.	L (short term)
27.	Poor quality path surface.	28-30 Bay Rd (Anglican Belltower Op Shop); also on the north side of Railway Tce		M	Resurface or replace footpath.	M
28.	Loose gravel and uneven surface. No fence or barrier between footpath and marked parking bays.	27 Percy St (Goju Ryu Karate)		L	Resurface or replace footpath.  Work with property owner to minimise gravel within site, possibly resurfacing the car park and providing a clear delineation between the footpath and car park.	L
29.	Loose gravel and uneven surface.	Heriot St at side of 25 Bay Rd		L	Resurface or replace path where people are expected to walk.	L










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Item	Description	Location	Photo	Priority	Recommendations	Cost
30.	Loose gravel and uneven surface.	Ferrers St and Heriot St (north-east corner)		L	Resurface or replace footpath. This item could be done in conjunction with Item 6 – New footpath on Heriot St.	L
31.	Loose gravel and uneven surface.	23 Ferrers St		L	Resurface or replace footpath.	L
32.	Loose gravel and uneven surface.	Crossover at 40 Margaret St		L	Replace footpath at crossover, ideally with concrete at continuous level.	L
33.	Loose gravel and uneven surface. Tree roots pushing up path.	9 Krummel St (PIRSA)		L	Resurface or replace footpath.	M





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Item	Description	Location	Photo	Priority	Recommendations	Cost
34.	Uneven footpath.	North side of Railway Tce between Elizabeth St and Gray St	 	L	Resurface or replace footpath.	M
35.	Tree roots have caused the surface to become uneven.	Alexander St outside KFC		L	Regular maintenance to provide a smooth, level surface.  Ensure future tree planting (including anticipated trunk width) allows more than 1.2m from the property line.	L
36.	Longitudinal joint causes debris to collect and water to pool on the footpath.	Length of Caldwell St, both sides.	 	L	Resurface or replace footpath.	M
37.	Longitudinal joint causes debris to collect and water to pool on the footpath.	Length of Caldwell St both sides, length of Elizabeth St (within audit area) both sides.		L	Resurface or replace footpath.	M





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Poor path surface – patching required

Be sparing with patching as too much will create an uneven path and new hazards. In this instance, resurfacing of the whole path would be preferable.




Item	Description	Location	Photo	Priority	Recommendations	Cost
38.	Metal plate covering on footpath creates an uneven surface and moves when stepped on.	51 Gray St		H	Remove plate and repair any issues for the plate.	L
39.	Base of kerb ramp is damaged.	Crossing Gray St at Commercial St W		M	Patch surface.	L
40.	Edge of kerb is uneven and broken.	Watson Tce at Bay Rd		M	Repair or replace kerb edge to create smooth crossing from footpath to concrete in line with footpath.	L











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Item	Description	Location	Photo	Priority	Recommendations	Cost
41.	Uneven surface around pit lids with plants growing through.	9 and 15 Elizabeth St		M	Patch, or if more economical, replace completely.	L
42.	Large lump in footpath, presumably from tree removal.	21 Helen St (Café Seventy Two)		M	The traffic cone suggests council are already aware of this hazard. Fix area so it is flat, accessible path.	M
43.	Gap and uneven surface. This is a tripping hazard and can be difficult for people with limited mobility or low vision to navigate.	Alexander St at side of 4 Mitchell St		L	Seal section of crushed rock with asphalt.	L








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Item	Description	Location	Photo	Priority	Recommendations	Cost
44.	Gap and uneven surface. This is a tripping hazard and can be difficult for people with limited mobility or low vision to navigate.	19 Alexander St		L	Patch gap.	L
45.	Large gap between different paver types.	2C Helen St (Your Wealth Matters)		L	Fill gap.	L
46.	Gaps in the asphalt and at the side. Plants are growing through.	38 Percy St		L	Patch, or if more economical, replace completely.	L
47.	Loose gravel, uneven surface.	Percy St at back of 1 Commercial St E (BankSA)		L	Seal the missing section of footpath.	L





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Item	Description	Location	Photo	Priority	Recommendations	Cost
48.	Missing bricks and loose gravel.	Ferrers St RSL car park at 16 Sturt St.		L	Patch gap left by missing bricks.	L
49.	Large depression in footpath.	2 Sturt St (Banner Mitre 10 car park)		L	Repair or fill.	L
50.	Uneven pavers.	3 Penola Rd (Trustee Building crossover)		L	Patch if possible, otherwise replace pavers.	L







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Obstacles in accessible path along property boundary

Item	Description	Location	Photo	Priority	Recommendations	Cost
51.	There is no public guidance on the placement of street furniture, trees, advertising boards and outdoor dining. Often these items are placed against the building line in the accessible path of travel.	n/a - policy	n/a	H	<p>The easiest way to address this issue en masse is for council to develop a footpath use and trading policy in consultation with traders. This would require a clear accessible path of travel along the building line, meaning all equipment (private and public), trees, etc should be placed kerbside rather than building side, and only where the footpath is sufficiently wide. The width of the footpath and adjacent use (e.g. car parking) will influence whether a location is suitable.</p> <p>The <a href="#">Australian Human Rights Commission</a> highlight a Footpath Trading Policy example from <a href="#">Yarra City Council</a> which outlines different footpath zones and required widths.</p>	L









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Item	Description	Location	Photo	Priority	Recommendations	Cost
					Alternatively, council could specify the required location of outdoor dining/trading furniture in permit approvals, however this would only apply to specific locations rather than the CBD as a whole.	
52.	Footpath closed for works but no alternative provided.	8 Krummel St (Mount Gambier Central Caravan Park)		H	Provide an alternative path e.g. close parking lane using temporary bollards. Ensure alternative path is accessible at both ends via a ramp (e.g. driveway or temporary ramp).  Longer term, create a policy to ensure temporary works include pedestrian access.	L
53.	Footpath closed for works but no alternative provided. People observed walking on road instead.	Krummel St at 92 Commercial St W		H	Provide an alternative path e.g. close parking lane using temporary bollards. Ensure alternative path is accessible at both ends via a ramp (e.g. driveway or temporary ramp).  Longer term, create a policy to ensure temporary works include pedestrian access.	L
54.	Outdoor dining furniture against building line in accessible path.	2 Wehl St N (Bricks & Mortar Coffee Co)		H	Remove furniture from accessible path.	L





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Item	Description	Location	Photo	Priority	Recommendations	Cost
55.	Outdoor dining furniture against building line in accessible path.	66 Commercial St W (OK Pie Shop)		H	Remove furniture from accessible path.	L
56.	Outdoor dining furniture against building line in accessible path.	14 Helen St (Collars and Cuffs)		H	Remove furniture from accessible path.	L
57.	Outdoor dining furniture against building line in accessible path.	Commercial St E (various)		H	Remove furniture from accessible path.	L
58.	A frame signs against property line in accessible path.	7 to 13 Commercial St E (Royal Copenhagen Ice Creamery and Metro Bakery)		H	Remove signage from accessible path.  Note that the outdoor dining furniture here is well located from an accessibility point of view.	L







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Item	Description	Location	Photo	Priority	Recommendations	Cost
59.	A frame sign against property line in accessible path.	16 Sturt St (RSL)		H	Remove signage from accessible path.	L
60.	A frame signs against property line in accessible path.	Commercial St W between Elizabeth St and Penola Rd (multiple)		H	Remove signage from accessible path.	L





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Item	Description	Location	Photo	Priority	Recommendations	Cost
61.	A frame signs against property line in accessible path.	James St (various)		H	Remove signage from accessible path.	L





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Item	Description	Location	Photo	Priority	Recommendations	Cost
62.	A frame signs against property line in accessible path.	Commercial St E (multiple)		H	Remove signage and utilities work fencing from accessible path.	L
	Utilities work fencing leaning against building (not in use).	67 Commercial St E (McDonald's Furniture and Bedding)				
63.	Product displays against building line in accessible path.	79 – 81 Commercial St W		H	Remove displays from accessible path.	L










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Item	Description	Location	Photo	Priority	Recommendations	Cost
64.	Product displays against building line in accessible path.	42 Commercial St W		H	Remove displays from accessible path.	L
65.	Product displays against building line in accessible path.	Commercial St E (various)		H	Remove displays from accessible path.	L
66.	Bins on footpath leave insufficient width for passing.	Elizabeth St at side of 90 Commercial St (Car and Dog Wash)		H	Work with property owner to determine best location for bin collection without blocking footpath.	L





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Item	Description	Location	Photo	Priority	Recommendations	Cost
67.	Hand rail and TGSIs protrude into the accessible path of travel and create a hazard.	7 Percy St (Oatmill Cinema)		H	Work with property owner to set back stair "by a minimum of 900 mm so that the handrail and TGSIs do not protrude into the traverse path of travel" to comply with AS 1428.1 Sec 8.1.  There are good examples of ramps contained within the property boundary on Commercial St E (e.g. at Gambier Pet & Aquarium Centre and Crichton Fireside Shop).	L
68.	Steps and handrail protrude into the accessible path of travel and create a hazard.	78 Commercial St E (South Aussie Hotel)		M	Work with property owner to set back stair and handrails "by a minimum of 900 mm so that the handrail and TGSIs do not protrude into the traverse path of travel" to comply with AS 1428.1 Sec 8.1.	L
69.	Outdoor dining furniture against building line in accessible path.	Percy St at back of 13 Commercial St E (Metro Bakery)		M	Remove furniture from accessible path.	L





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Item	Description	Location	Photo	Priority	Recommendations	Cost
70.	A frame sign against property line in accessible path.	22 Sturt St (Key 2 Sale)		M	Remove signage from accessible path.	L
71.	A frame sign in accessible path.	6 Ferrers St (Globe Hotel)		M	Remove signage from accessible path.	L
72.	A frame sign against property line in accessible path.	8 Crouch St S (Mount Gambier Podiatry)		M	Remove signage from accessible path.	L
73.	A frame sign against property line in accessible path.	127 Commercial St W (missBehavin')		M	Remove signage from accessible path.	L











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Item	Description	Location	Photo	Priority	Recommendations	Cost
74.	A frame sign against property line in accessible path.	14 Margaret St (Mackenzie Upholstery)		M	Remove signage from accessible path.	L
75.	A frame sign against property line in accessible path.	32 Bay Rd (Brite Legal)		M	Remove signage from accessible path.	L
76.	A frame sign against property line in accessible path.	111 Commercial St E (Barry Maney Used Vehicles), also on Crouch St N		M	Remove signage from accessible path.	L
77.	A frame sign against property line in accessible path.	2C Helen St (Your Wealth Matters)		M	Remove signage from accessible path.	L







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Item	Description	Location	Photo	Priority	Recommendations	Cost
78.	A frame sign against property line in accessible path.	28-30 Bay Rd (Anglican Belkower Op Shop)		M	Remove signage from accessible path.	L
79.	A frame sign against property line in accessible path.	2 Mitchell St (Ray White)		M	Remove signage from accessible path.	L
80.	Large commercial bin and pallet against building line in accessible path.	Railway Tce outside the Sign Depot (1 Gray St)		M	Remove bin and pallets from accessible path.	L
81.	Utility cabinet and comms pillar against building line in accessible path.	Bay Rd south of Sturt St		M	Next time significant work is undertaken in this area, relocate the cabinet and pillar out of the accessible path.	L (as part of other work)





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Item	Description	Location	Photo	Priority	Recommendations	Cost
82.	Utility cabinet and comms pillar against building line in accessible path.	6 Helen St (Grand Central Motel)		M	Next time significant work is undertaken in this area, relocate the cabinet and pillar out of the accessible path.	L (as part of other work)
83.	Signal box against property line in accessible path.	James St pedestrian operated signals (POS).		M	Next time significant work is undertaken in this area, relocate the signal box out of the accessible path.	L (as part of other work)
84.	Signal box against property line in accessible path.	Wehl St S at Helen St		M	Next time significant work is undertaken in this area, relocate the signal box out of the accessible path.	L (as part of other work)
85.	Red light camera infrastructure against property line in accessible path.	111 Commercial St E (Barry Maney Used Vehicles) 141 Commercial St		M	Next time significant work is undertaken at each of these sites, relocate the pole out of the accessible path if possible. Council may need to consult with the police and/or state government.	L (as part of other work)







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Item	Description	Location	Photo	Priority	Recommendations	Cost
86.	Seating adjacent to property line in accessible path.	W (empty block)		M	<p>The existing seats provide opportunities for people to rest and most showcase local artists. Simply removing them reduces opportunities for resting. Instead opportunities to relate them should be investigated.</p> <p>Seating provided at regular intervals (e.g. 60 – 100 m in a CBD) is particularly important for older people and those with disability.</p> <p>No new seating should be installed within the accessible path of travel.</p>	L
		30 Sturt St				
		1 Penola Rd				
		4 Wehl St				
		81 Commercial St				
		35 and 36 Helen St				





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Item	Description	Location	Photo	Priority	Recommendations	Cost
87.	Historical markers near property line in accessible path.	8 – 22 Ferrers St (T. H. Varcoe)  3 Penola Rd (Bersee Legal)  12 Bay Rd  21 Bay Rd (Mac's Hotel)  28 – 30 Bay Rd (Anglican Belkower Op Shop)  32 Bay Rd (Brite Legal)		M	Relocate markers from accessible path.	L
88.	Light pole near property line in accessible path.	Ferrers St (Coles)		M	Next time significant work is undertaken in this area, relocate the pole to the road side, out of the accessible path.	L (as part of other work)





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Item	Description	Location	Photo	Priority	Recommendations	Cost
89.	Trees in accessible path.	Bay Rd near Cave Gardens		L	Next time significant work is undertaken in this area, try to redesign the area so that there is an accessible path along the property line clear of trees and other obstacles.  Ensure future tree planting (including root space) leaves than 1.2m from the property line.	L (as part of other work)
90.	Trees in accessible path.	James St, one near Bartlett's Ln, one near Gray St		L	Next time significant work is undertaken in this area, try to redesign the area so that there is an accessible path along the property line clear of trees and other obstacles.  Ensure future tree planting (including root space) leaves than 1.2m from the property line.	L (as part of other work)

Overgrown vegetation





Item	Description	Location	Photo	Priority	Recommendations	Cost
91.	Overgrown vegetation within accessible path and also blocks line of sight between drivers and pedestrians.	4 Krummel St		M	Notify property owners of need to cut back and maintain vegetation.	L









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Item	Description	Location	Photo	Priority	Recommendations	Cost
92.	Overgrown vegetation within accessible path.	39 Alexander St		M	Notify property owners of need to cut back and maintain overhanging vegetation.	L
93.	Overgrown vegetation within accessible path.	15 Percy St, outside car park on Hedley St		L	Notify property owners of need to cut back and maintain overhanging vegetation.	L
94.	Overgrown vegetation within accessible path.	Pedestrian signage on Percy St at walk through to Commercial St		L	Council to cut back trees so that directional signage can be seen.  South Australian Government have a toolkit if useful <a href="#">Accessible wayfinding and signage</a> .	L
95.	Overgrown vegetation within accessible path.	Heriot St, back of 2 Sturt St (Banner Mitre 10)		L	Notify property owners of need to cut back and maintain vegetation.	L





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Item	Description	Location	Photo	Priority	Recommendations	Cost
96.	Overgrown vegetation within accessible path.	8 Krummel St and Crouch St (outside Mount Gambier Central Caravan Park)		M	Notify property owners of need to cut back and maintain vegetation.	L
97.	Overgrown vegetation within accessible path.	Sturt St outside 9 Krummel St (PIRSA)		M	Notify property owners of need to cut back and maintain vegetation.	L
98.	Overgrown vegetation within accessible path.	9 Elizabeth St (Department for Child Protection)		M	Notify property owners of need to cut back and maintain overhanging vegetation.	L





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Item	Description	Location	Photo	Priority	Recommendations	Cost
99.	Overgrown vegetation within accessible path.	18 Jane St and outside 15 Elizabeth St on Jane St		M	Notify property owners of need to cut back and maintain overhanging vegetation.	L
100.	Overgrown vegetation within accessible path.	33 James St (car park)		M	Notify property owners of need to cut back and maintain overhanging vegetation.	L
101.	Overgrown vegetation within accessible path.	49 Helen St		M	Notify property owners of need to cut back and maintain overhanging vegetation.	L







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Item	Description	Location	Photo	Priority	Recommendations	Cost
102.	Tree in footpath within 2m height clearance of accessible path underneath.	49 Helen St		M	Council to cut back and maintain tree.	L
103.	Overhanging tree within 2 m height clearance of accessible path underneath.	Railway Tce at 28-30 Bay Rd (Anglican Church)		M	Notify property owners of need to cut back and maintain overhanging vegetation.	L
104.	Multiple pits in one location, making path uneven.	17 Helen St		L	Investigate possibility to combine lids and so reducing tripping hazards.	M





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Kerb ramps

Item	Description	Location	Photo	Priority	Recommendations	Cost
105.	Kerb ramps – general design. None are fully compliant with Australian Standards.	Everywhere across CBD.	n/a	H	<p>Develop a standard drawing outlining the requirements to assist everyone involved in design and construction of kerb ramps. From Figure 23(A) AS1428.1 and Figure C2(A) of AS 14284.4.1, kerb ramps should:</p> <ul style="list-style-type: none"> <li>• be in line with the footpath/direct walking route and each other</li> <li>• be within between 1500 and 3000 mm of the building line (provides sufficient circulation space and no TGSIs required)</li> <li>• have a grade of 1 in 8</li> <li>• have sides splayed at 45°</li> <li>• include a sharp transition at the top and bottom</li> </ul> <p>Any push-button assemblies should be outside of the ramp.</p> <p>Upgrade existing ramps to match the new standard drawing whenever other works require a ramp to be replaced.</p>	L
106.	No kerb ramp for crossing Ferrers St at signals.	Stuart St and Ferrers St (south-east corner)		H	Install ramp.	L





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Item	Description	Location	Photo	Priority	Recommendations	Cost
107.	No kerb ramp for crossing Helen St at signals.	Helen St and Bay Rd (south-west corner)		H	Install kerb ramp. The ability to install a ramp may be complicated by the pits.	M
108.	No kerb ramps for crossing at other intersections.	Crossing Penola Rd at Percy St and Alexander St  Crossing Crouch St N at Percy St and Alexander St  Crossing Ferrers St at Herriot St (for those walking along north side of Herriot St west of Ferrers St)  Crossing Wehl St at Jane St, James St, near Eleanor St, and near George St  Crossing Elizabeth St at Caldwell St  Crossing Railway Tce at Gray St  Crossing Helen St at Bartletts Ln		H	Install matching kerb ramps on each side of the road.	L







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Item	Description	Location	Photo	Priority	Recommendations	Cost
109.	No kerb ramps and Stobie pole in the path.	Crossing Mitchell St at Alexander St		H	Install kerb ramps. May not be able to comply with crossfall (max 1 in 40) given topography but a ramp will make it easier for many people to cross.  Investigate the feasibility of undergrounding the electricity, possibly as part of PLEC scheme.	L
110.	No kerb ramp for crossing James St at end of Ripley Arcade. People were observed crossing here during the audit.	At the end of Ripley Arcade		H	Install ramps on both sides of James St. Adjustments to parking will be required.	L
111.	Insufficient manoeuvring and passing space at top of kerb ramp.	Commercial St W and Gray St (south-east corner)		M	Extend existing kerb extensions on south-east corner to create sufficient manoeuvring and passing space at top of kerb ramp. Alternatively, install a raised threshold across Gray St with sufficient manoeuvring space.	M

Image credit: © 2023 Google





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Item	Description	Location	Photo	Priority	Recommendations	Cost
112.	Insufficient manoeuvring and passing space at top of kerb ramp.	Elizabeth St and James St (both sides of south crossing, north-east corner)		M	<p>Appears unlikely that the south leg of Elizabeth St is wide enough to extend the kerbs. Investigate other options to create more space at the top of the kerb ramps:</p> <ul style="list-style-type: none"> <li>• Realign intersection so that southern crossing ramps are further north, in line with the footpath.</li> <li>• Change intersection controls (E.g. to give way) will reduce space required in middle of intersection and create more at edges.</li> <li>• Create a raised intersection platform. These have only recently been introduced in South Australia and have give way controls.</li> <li>• Change traffic flow on south leg to one way only and construct kerb extensions.</li> </ul> <p>Construct a kerb extension on the east side of north leg to create sufficient manoeuvring and passing space at top of kerb ramp if not changed as part of above.</p>	M









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Item	Description	Location	Photo	Priority	Recommendations	Cost
113.	Insufficient manoeuvring and passing space at top of kerb ramp.	Elizabeth St and Helen St (north-east and south-west corners)	 <p><small>Image credit for second picture of person negotiating ramp on mobility scooter: © 2023 Google</small></p>	H	<p>Investigate options for increasing space on east side of north leg:</p> <ul style="list-style-type: none"> <li>• Raised crossing</li> <li>• Kerb extension</li> <li>• Moving the garden bed edge further back from the road (although this is probably privately owned land)</li> </ul> <p>Construct a kerb extension on the west side of the south leg to create sufficient manoeuvring and passing space at top of kerb ramp. Move the ramp to be more in line with footpath too.</p>	M
114.	Insufficient manoeuvring and passing space at top of kerb ramp.	Bay Rd and Helen St (north-west corner)		H	<p>Construct a kerb extension on the north-west corner to increase footpath space. Alternatively, raising the entire intersection will enable accessibility requirements to be met at all four corners (including Item 107 – install kerb ramp on south west corner).</p>	L





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Item	Description	Location	Photo	Priority	Recommendations	Cost
115.	Insufficient manoeuvring and passing space at top of kerb ramp.	Margaret St at Bay Rd		H	Extend the kerb into both sides of Margaret St and move the ramps to be in line with the Bay Rd footpath.	M
116.	Insufficient manoeuvring space at top of kerb ramp because of location of historical marker.	Crossing Commercial St W at Gray St		H	Relocate marker.	L
117.	Large lip on kerb ramp could cause wheeled devices to become stuck or tip.	Heriot St and Reginald St (west corner)		M	Grind lip to create smoother transition.	L
118.	Existing kerb ramp leads into intersection instead of across road and there is no matching ramp on the other side.	Crossing Ferrers St at Herriot St (for those walking along south side of Herriot St east of Ferrers St)		M	Install aligning kerb ramps either side of Ferrers St.	L







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Item	Description	Location	Photo	Priority	Recommendations	Cost
119.	No matching kerb ramp.	Bay Rd, south side of Watson Tce and James St		M	Install a matching kerb ramp on the west side of Bay Rd.	L
120.	No matching kerb ramp.	Crossing Alexander St at Mitchell St (east side)		M	The footpath on the north-east corner is higher than road, so it will be difficult to install a compliant kerb ramp. Investigate alternatives such as raising the crossing point (removing the need for a ramp) or building a kerb extension.	M
121.	No matching kerb ramp.	Gray St at Caldwell St		M	Install a matching kerb ramp on the west side of Gray St.	L
122.	No matching kerb ramp.	2 Wehl St N		M	Install a matching kerb ramp on the north side of Wehl St N. Adjustments to parking will be required.	L





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Item	Description	Location	Photo	Priority	Recommendations	Cost
123.	Insufficient manoeuvring space at top of kerb ramp.	Crouch St N and Percy St (north-west corner)		M	Construct kerb extensions in both directions (in line with parking lane) to create more room for ramps in both directions and sufficient manoeuvring space. See also Item 108 – New kerb ramp at this intersection.	M
124.	Insufficient manoeuvring space at top of kerb ramp.	Percy St and Keegan St (north-east and south-west corners)		M	Construct kerb extension on north-east and south-west corners (as for other corners) to create sufficient manoeuvring space at top of kerb ramps.	M
125.	Insufficient manoeuvring space at top of kerb ramp.	Ferrers St and Heriot St (north-east corner)		M	Address as part of Item 6 – New footpath on Heriot St and Item 30 – Seal the footpath on this corner.	As part of other work
126.	Insufficient manoeuvring and passing space at top of kerb ramp.	Caldwell St at Gray St (south-west corner)		M	Construct kerb extension on south-west corner to create sufficient manoeuvring and passing space at top of kerb ramp.	M







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Item	Description	Location	Photo	Priority	Recommendations	Cost
127.	Insufficient manoeuvring and passing space at top of kerb ramp.	Percy St at Hedley St (north-east corner)		M	Construct a kerb extension on the north side of the east leg, as already done for crossing Hedley St.	M

TGSIs

Item	Description	Location	Photo	Priority	Recommendations	Cost
128.	Inappropriate use of (non-compliant) TGSIs. Wide access points to major commercial car parks typically present risks to people crossing them	Ferrers St Coles car park entrance/exit		M	Implement design to slow and warn drivers as they are crossing the footpath and must give way to people there. This might include raising the footpath and/or visual treatments that emphasise the path across the accessway. Remove the TGSIs.	L
129.	Inappropriate use of (non-compliant) TGSIs.	Compton St at Coles/Aldi loading bay entrance		M	Remove the TGSIs. If there are concerns about safety, slow and warn drivers as they are crossing the footpath and must give way to people here.	L





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Item	Description	Location	Photo	Priority	Recommendations	Cost
130.	TGSIs non compliant in layout	Crossing Barlett Lane at Helen St  Commercial St E and Ferrers St TGSIs overlapping or non compliant x 3  Commercial St E and Crouch St  Commercial St E and Hedley St		L	Replace TGSIs in compliant layout where possible. If not possible, replace kerb ramps to be compliant, removing need for TGSIs.	L







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Item	Description	Location	Photo	Priority	Recommendations	Cost
131.	Broken TGSIs	Elizabeth St and Helen St southwest corner		L	Replace broken tiles. TGSIs are warranted as the kerb ramp does not comply with AS 1428.1 and there is no building line within 3 m.	L
132.	TGSIs are not compliant with requirements.	Path through car park from Sturt St to Mount Gambier Library.		L	Replace TGSIs so that: <ul style="list-style-type: none"> <li>They extend across the width of the path</li> <li>They have a minimum 30% luminance contrast with the path (the existing concrete TGSi tiles on concrete path are unlikely to meet this requirement).</li> </ul>	L

### Vehicular crossovers

Item	Description	Location	Photo	Priority	Recommendations	Cost
133.	The existing standard drawing as part of the Invert / Crossover Opening Application has a grade requirement across the footpath (crossfall), but doesn't consider the grade along the footpath.	n/a – standard drawing		H	Review the Standard Crossover as part of the Invert / Crossover Opening Application. <ul style="list-style-type: none"> <li>Crossovers should be designed to match the footpath level rather than grading the footpath to match the crossover.</li> <li>The maximum allowable footpath crossfall is 1 in 40 (2.5%). The crossfall in the application of 1 in 33 (3%) is acceptable only for bitumen paths.</li> <li>The footpath material should be continued across the crossover.</li> </ul>	L





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Item	Description	Location	Photo	Priority	Recommendations	Cost
					Similar to kerb ramps, splayed sides for crossovers are preferable as they do not create a tripping hazard and are easier for people to navigate.	
134.	Existing crossovers create a footpath that is not accessible. Refer to Section 'Vehicular crossovers' p. 15.	Everywhere across CBD.	n/a	H	<p>Review the need for a crossover in the first place, including whether parking and/or deliveries can be accommodated differently. This is particularly relevant as it is a CBD.</p> <p>Over time as footpaths and crossovers are upgraded or replaced, they should comply with the new Standard Crossover drawing (Item 133 above). This will mean the footpath is at a constant level.</p>	L







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Item	Description	Location	Photo	Priority	Recommendations	Cost
135.	There are two, very wide, angled crossovers into the car park. It feels very exposed while walking across this large expanse.	Helen St, near Coles		H	Investigate the feasibility of closing, narrowing or combining access points. Slowing vehicles and reducing the length where drivers cross the footpath will improve both actual and perceived pedestrian safety.	L





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Item	Description	Location	Photo	Priority	Recommendations	Cost
136.	Wide, angled crossovers (mostly petrol stations). They are likely designed for heavy vehicle access into the properties, but the wide angle allows smaller vehicles (majority of those accessing premises) to turn and cross the footpath at high speed.	90, 100, 117 and 125 Commercial St W		M	Investigate reducing the width of crossovers and aligning them to be at right angles to the road. Designs may require trucks to use the opposing traffic lanes to turn, or to mount the kerb.	L
137.	Wide, angled crossovers. They are likely designed for heavy vehicle access into the properties, but the wide angle allows smaller vehicles (majority of those accessing premises) to turn and	32 Bay Rd (Ampol)		M	Investigate reducing the width of crossovers and aligning them to be at right angles to the road. Designs may require trucks to use the opposing traffic lanes to turn or to mount the kerb.	M







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Item	Description	Location	Photo	Priority	Recommendations	Cost
	cross the footpath at high speed.					
138.	Wide, angled crossovers. They are likely designed for heavy vehicle access into the properties, but the wide angle allows smaller vehicles (majority of those accessing premises) to turn and cross the footpath at high speed.	115 Commercial St E (Ampol)		M	Investigate reducing the width of crossovers and aligning them to be at right angles to the road. Designs may require trucks to use the opposing traffic lanes to turn or to mount the kerb.	M
139.	Wide, angled crossover, allowing vehicles to turn and cross the footpath at high speed.	32 James St car park entrance		M	Investigate reducing the width of the crossover and aligning it to be at right angles to the road.	M
140.	Excessive crossovers, with multiple per business and some leading to walls.	Margaret St		L	Close unnecessary crossovers and reinstate the kerb.	L





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## Making the CBD more walkable




### Crossing the road

Item	Description	Location	Photo	Priority	Recommendations	Cost
141.	Shared path crossing with no assistance provided.	Crossing Bay Rd at shared path near Railway Tce		H	It is understood that City of Mount Gambier are in the process of installing signals at this location, which will significantly improve the crossing point for people. The signals should be responsive so that they change soon after the button is pressed, minimising wait time and opportunities for people to cross on red.	Already allocated
142.	Crossing point raised but no further crossing assistance.	Crossing Ferrars St at shared path near Heriot St		H	Given the large number of people observed using the shared path, investigate options for improving the crossing point. In order of preference: <ul style="list-style-type: none"> <li>• a raised priority crossing</li> <li>• pedestrian/bike operated signals with a short wait time</li> <li>• pedestrian refuge</li> <li>• kerb extensions.</li> </ul>	Depends on chosen option
143.	Crossing point raised but no further crossing assistance.	Crossing Crouch St S at shared path near Harrauld St		H	Given the large number of people observed using the shared path, investigate options for improving the crossing point. In order of preference: <ul style="list-style-type: none"> <li>• a raised priority crossing</li> <li>• pedestrian operated signals with a short wait time</li> <li>• pedestrian refuge</li> <li>• kerb extensions.</li> </ul>	Depends on chosen option






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Item	Description	Location	Photo	Priority	Recommendations	Cost
144.	Busy road with minimal crossing assistance (kerb extensions on east side only). Dozens of people were observed crossing near here. During the audit one resident requested a crossing specifically in this location.	Crossing Commercial St W at Elizabeth St (west of Elizabeth St)		H	Given the large number of people observed crossing here, investigate options for improving the crossing point. In order of preference: <ul style="list-style-type: none"> <li>• a wombat</li> <li>• a zebra</li> <li>• pedestrian operated signals with a short wait time</li> <li>• pedestrian refuge</li> <li>• kerb extensions.</li> </ul>	Depends on chosen option
145.	Wide road to cross with no assistance provided. Several people observed crossing here.	Compton St (Coles)		H	Provide crossing assistance such as (in order of preference): <ul style="list-style-type: none"> <li>• a wombat</li> <li>• a zebra</li> <li>• pedestrian refuge</li> <li>• kerb extensions.</li> </ul>	L-M
146.	Wide road to cross with no assistance provided. Several people observed crossing here.	Crossing Commercial St E between Compton St and Krummel St		H	Provide crossing assistance such as (in order of preference): <ul style="list-style-type: none"> <li>• a wombat</li> <li>• a zebra</li> <li>• pedestrian refuge</li> <li>• kerb extensions.</li> </ul>	L-M
147.	Existing signals operate on a very short cycle. This means short wait times, but also short crossing times. Some people reported	All signalised intersections	n/a	M	In the short term, adjust the signal operation so that the green pedestrian signal is displayed automatically every cycle during peak pedestrian times e.g. between 7 am and 10 pm. Extend green time for pedestrians.	L





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Item	Description	Location	Photo	Priority	Recommendations	Cost
	feeling rushed when crossing.				As part of council's upgrade of 8 controllers over next 4 years, investigate the feasibility of incorporating pedestrian detection technology which can extend the green signal for slower people. Further information in 'Signal operation' p. 16.	
148.	Very wide road to cross with no assistance provided.	Sturt St near library car park		M	Investigate options for providing a crossing point of Sturt St in line with the path through the car park. In order of preference: <ul style="list-style-type: none"> <li>• a wombat</li> <li>• a zebra</li> <li>• pedestrian refuge</li> <li>• kerb extensions.</li> </ul>	L-M
149.	Wide road to cross with no assistance provided.	Margaret St at Wehl St S		M	Provide crossing assistance: <ul style="list-style-type: none"> <li>• kerb extensions</li> <li>• a raised or painted median island.</li> </ul>	L-M







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Item	Description	Location	Photo	Priority	Recommendations	Cost
150.	Very wide road to cross with no assistance provided.	Crossing Krummel St and Keegan St at Commercial St E.		M	Provide crossing assistance: <ul style="list-style-type: none"> <li>• kerb extensions</li> <li>• a raised or painted median island.</li> </ul>	L-M
151.	Busy road with no crossing assistance. Observed an older lady crossing during audit, where driver slowed to allow her to finish crossing.	Crossing Wehl St N at Jane St		M	Provide crossing assistance: <ul style="list-style-type: none"> <li>• kerb extensions</li> <li>• a raised or painted median island.</li> </ul> <p>Kerb ramps should be provided as a minimum, as per Item 105 – Standard drawing for kerb ramps.</p>	L-M





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Item	Description	Location	Photo	Priority	Recommendations	Cost
152.	The crossing point is not in line with the path. People were observed walking out from the shopping complex on the south side and straight across the road.	74 Commercial St E (Aldi)		L	<p>Ideally the crossing point would line up with the path out of the shopping complex. However the path is managed privately and the crossing point by council, complicating things.</p> <p>As part of future developments, council should review plans for walking routes and encourage developers to align them with existing crossing points. Council could also construct new crossings in line with proposed paths.</p>	L (as part of other work)





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Shade and shelter

Item	Description	Location	Photo	Priority	Recommendations	Cost
153.	Lack of public trees	Throughout the whole CBD, particularly: Alexander St  Percy St  Bay Rd, south of Watson Tce  Sturt St  Ferrers St  Compton St  Caldwell St  Elizabeth St  Commercial St W, west of Elizabeth St  Bartlett Lane  Margaret St	 	H	Council should establish a tree planting program to expand the number of trees in the CBD. Trees should be planted against the kerb leaving an accessible path of at least 1.2 m (including in the future when the tree grows larger) from the building line. Where the footpath is not wide enough, trees can be planted in the parking lane. Refer to Section 'Shade and shelter' p. 17 for more details.  The initial focus of the program should be on higher pedestrianised areas and where business owners are agreeable to the idea.	M





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Blank walls

Item	Description	Location	Photo	Priority	Recommendations	Cost
154.	Large, blank brick wall creates an unpleasant space.	Alexander St between Mitchell St and Keegan St (south side).		L	Work with building owner to improve area (refer to Section 'Blank walls' p. 18)	L
155.	Large, blank brick wall creates an unpleasant space.	Percy St and Hedley St at 81 Commercial St E (previously The Border Watch)		L	Work with building owner to improve area (refer to Section 'Blank walls' p. 18)	L
156.	Large, blank brick wall creates an unpleasant space.	Percy St at Oatmill Cinema		L	Work with building owner to improve area (refer to Section 'Blank walls' p. 18)	L







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Item	Description	Location	Photo	Priority	Recommendations	Cost
157.	Large, blank brick wall creates an unpleasant space.	24 Sturt St (on Bay Rd, Banner Mitre 10)		L	Work with building owner to improve area (refer to Section 'Blank walls' p. 18)	L
158.	Large, blank brick wall creates an unpleasant space.	Compton St (side of 28 Sturt St)		L	Work with building owner to improve area (refer to Section 'Blank walls' p. 18)	L
159.	Large, blank brick wall creates an unpleasant space.	32 James St		L	Work with building owner to improve area (refer to Section 'Blank walls' p. 18)	L





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Safety

Item	Description	Location	Photo	Priority	Recommendations	Cost
160.	The default speed limit of 50 km/h across the CBD is not compatible with safe and pleasant walking.	Everywhere across CBD.	n/a	H	Conduct a review of speed within the CBD with a view to encouraging walking and making it safer. Lower speeds also allow for a wider variety of treatments. Refer to Section 'Speed' p. 19.	L
161.	Hoarding blocks line of sight into and out of car park.	Ferrers St (Coles)		H	Move hoarding away from driveway or back from property boundary.	L
162.	Fencing creates a barrier for people crossing the road. Many people were observed crossing outside of the marked PQS and stepping over the fence.	Helen St and Gray St near Mount Gambier Central		H	Remove fencing. It doesn't stop people from crossing but creates a barrier, possibly trapping them on the road or tripping them when they try to step over.  If there are concerns about vehicles mounting the kerb, retain bollards which still allow people to walk between them.  If there are concerns that Helen Street is unsafe for crossing, safe crossing point(s) should be provided.	L







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Item	Description	Location	Photo	Priority	Recommendations	Cost
163.	No one was observed using the path, but instead walking through the car park. The path feels narrow and crowded because the trees are in the middle and vehicles overhang it.	Path between James St and Helen St through car park		H	When future works are carried out in this area, investigate ways to make the path more attractive.  The intent here is good, but future similar designs should have all the trees to one side and wheel stops on the other, creating a single, wide space for walking. It would also remove hazards for people with no or low vision or difficult to manoeuvre mobility aids.	L (as part of other work)
164.	There are patches of shadow at night where the trees block the light.	Shared path east of Bay Rd		H	Trim trees to ensure they do not block light bulb.	L
165.	Vehicles travelling quickly around the corner.	Corner of Railway Tce and Gray St		M	Install a traffic island or extend kerbs to narrow traffic lanes and slow traffic, making crossing the road easier and safer. This could be done in conjunction with Item 108 – New kerb ramps.	M





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Item	Description	Location	Photo	Priority	Recommendations	Cost
166.	No provision for people walking. Where there is a footpath, it is narrow, uneven, covered in loose gravel and difficult to navigate. Expect most people would walk on the road instead.	Commerce Pl		M	<p>In the short term, sign the section with no footpath as a shared zone.</p> <p>In the long term, either construct a separate footpath if space allows, or change the area to reflect that it is a shared zone by slowing vehicles. This can be done by painting patterns on the road, changing the kerbs, installing planter boxes, etc.</p> <p>In the section where there is an existing footpath, upgrade it to meet DDA requirements (width, surface, ramps to access, etc). It also needs to be more attractive to use than the road. Trees and landscaping could assist in this.</p>	L-M
167.	Little assistance in navigating through the car park. Existing zebras don't lead anywhere.	Commerce Pl car park		M	<p>Continue zebra markings across car park circulation lanes and connect into footpath. Mark zebras across car park entrance and exit from Gray St.</p> <p>In the long term, investigate option to align the crossing points with the footpath on Gray St, creating a direct path.</p>	L










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Item	Description	Location	Photo	Priority	Recommendations	Cost
168.	Walkthrough at grade with different coloured and textured material through car park. This implies priority for those walking but legality of this is unclear. Poles in the middle of the path are hazards and reduce effective width.	Path between Sturt St and library through car park.		L	Consider marking zebras across the traffic lanes.  In the long term, investigate options to move the poles to one side of the path or realign the path. This provides a wider path, free from hazards particularly for people with no or low vision or difficult to manoeuvre mobility aids.	L
169.	Limited visibility at night with areas of light and dark.	Cave Garden		M	Assume council wants to encourage use of this area at night. A consistent level of lighting is more important than brightness. Upgrade lighting along the paths and trim vegetation so there are not patches of darkness.	L





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Item	Description	Location	Photo	Priority	Recommendations	Cost
170.	Blind corner limits visibility.	44-46 Sturt St		L	When significant development is undertaken in this area, consider: <ul style="list-style-type: none"> <li>whether the crossover is necessary</li> <li>how visibility can be improved</li> </ul> Refer to Section 'Blind corners' p. 20.	L (as part of other work)
171.	Blind corner limits visibility.	1 Compton St		L	When significant development is undertaken in this area, consider: <ul style="list-style-type: none"> <li>whether the crossover is necessary</li> <li>how visibility can be improved</li> </ul> Refer to Section 'Blind corners' p. 20.	L (as part of other work)
172.	Blind corner limits visibility.	5 Penola Rd		L	When significant development is undertaken in this area, consider: <ul style="list-style-type: none"> <li>whether the crossover is necessary</li> <li>how visibility can be improved</li> </ul> Refer to Section 'Blind corners' p. 20.	L (as part of other work)





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Item	Description	Location	Photo	Priority	Recommendations	Cost
173.	Blind corner limits visibility.	53 Gray St		L	When significant development is undertaken in this area, consider: <ul style="list-style-type: none"><li>• whether the crossover is necessary</li><li>• how visibility can be improved</li></ul> Refer to Section 'Blind corners' p. 20.	L (as part of other work)



**19.3 REQUEST FOR TREE REMOVAL - 14 HELEN STREET, MOUNT GAMBIER – REPORT NO. AR24/3045**

<b>Committee:</b>	<b>Council</b>
<b>Meeting Date:</b>	<b>20 February 2024</b>
<b>Report No.:</b>	<b>AR24/3045</b>
<b>CM9 Reference:</b>	<b>AF23/328</b>
<b>Author:</b>	<b>Sinaway Georgiou, Parks and Gardens Coordinator</b>
<b>Authoriser:</b>	<b>Barbara Cernovskis, General Manager City Infrastructure</b>
<b>Summary:</b>	<b>Council has received ongoing requests from the owners of the building located at 14 Helen Street, Mount Gambier, to prune back the tree adjacent to their building. This report presents the owners formal request for the tree removal.</b>
<b>Strategic Plan Reference:</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>

**REPORT RECOMMENDATION**

1. That Council Report No. AR24/3045 titled 'Request for Tree Removal - 14 Helen Street, Mount Gambier' as presented on 20 February 2024 be noted.
2. That the Golden Elm tree be retained and a letter be sent to Gebhardts Real Estate and the owners of 14 Helen Street advising of this outcome.





## TYPE OF REPORT

Other

## BACKGROUND

Correspondence was received from Gebhardts Real Estate, on behalf of the owners of the building at 14 Helen Street, Mount Gambier, requesting the removal of the mature Golden Elm tree located on the Council footpath adjacent to the southern side of their property. The property owners emphasised that to date they have spent more than \$15,000 in the maintenance of roof, gutters, signage, and the regular painting of the facade due to the overhanging tree branches over the building.

It should be noted that the property owners had requested Council to prune back the overhanging branches to help reduce the impact of the tree on the building previously, which was carried out as soon as practicable in accordance with AS4373-2007.

To meet the owners request would require the branches hanging over the building to be lopped back to the facade which extends beyond the recommendations of AS4373-2007. This type of pruning will result in the production of epicormic growth that will quickly grow back and return to overhanging the building generally thicker than when it was previously lopped. This in turn would increase the impact of foliage drop and overhang over the building and reduce the aesthetic benefit of the street tree. The long-term impact of this type of pruning is likely to impact the longevity of the tree from both a health and structural perspective. The removal of the tree will have an impact on the streetscape on a whole as this species of tree is planted throughout Helen Street as an avenue of plantings.

Both Gebhardts Real Estate and the owner of the property have been previously advised that cleaning is a property maintenance measure over which the property owner has the responsibility of undertaking. Council has been pruning the tree branches away from the roofline and facade within AS4373-2007 to help minimise the maintenance issues as described above.

## PROPOSAL

### Extract - Council's Tree Policy - T120:

#### *"Section 4 - Tree Removal:*

- (a) Where Council grants approval for the removal of a tree for the benefit of a resident, and the tree is in a healthy state, removal and where applicable replacement will be at the ratepayers expense. This may apply where a tree is located in an area where a resident wishes to remove a tree for a supplementary driveway.*
- (b) Council is frequently requested to remove street trees. The reasons for seeking the removal can vary considerably and each case is to be assessed on its merits.*
  - (i) A resident may seek removal of a tree in writing to the City Arborist, stating their name, address, location of the tree and the reasons for the request for the removal of the tree.*
  - (ii) For each request for removal of a street tree, an assessment of the tree is to be undertaken and a recommendation submitted to the General Manager City Infrastructure, or in their absence the Chief Executive Officer.*
  - (iii) If the tree is diseased to the point that it is unlikely to recover, is too big for its location (based on size of tree in relation to footpath width, vehicle sight distance or power lines) or is causing or is likely to cause damage to adjoining property infrastructure the City Arborist, or in their absence the General Manager City Infrastructure or the Chief Executive Officer, may grant approval to remove the tree.*
  - (iv) Removal of a sound tree of appropriate size and location for reasons of appearance, overshadowing or dropping of foliage etc. is generally not supported and any recommendation to remove a tree on this basis is to be referred to Council for a final decision."*



**In line with the above policy:**

Council's level 5 arborist inspected the tree in question and provided a report on the health and structure of the tree and noted no foreseeable issues with the Golden Rain tree and recommended that the tree is retained. The tree was last pruned away from the roofline and facade on the 27 June 2023. Although there is some undulation to the pavers around the base of the tree and minimal differential to a few pavers there is no immediate impact to the public. Should the pavers uplift to an unsatisfactory differential between pavers, there is scope to reinstate them to remove any tripping hazards to the public. It should be noted that the current condition of the footpath is consistent with other areas throughout the City. This information was provided to the owners of 14 Helen Street. The property owners are still not satisfied with the way Council is maintaining the tree hence why they have requested its removal. The Manager Operations Infrastructure followed up with the owners of the building with an onsite inspection shortly after the letter for removal was received.

In accordance with the policy this report was provided to the Manager Operations Infrastructure to report to Council.

The Arborist report and the recommendation that the trees remain as per Council's Tree Policy - T120, section 4(b)(iv) and advised that next steps would be a report presented to Council for final decision.

*Note: Tree Policy – T120, section 4(b)(iv)*

*Removal of a sound tree of appropriate size and location for reasons of appearance, overshadowing or dropping of foliage etc. is generally not supported and any recommendation to remove a tree on this basis is to be referred to Council for a final decision.*

**LEGAL IMPLICATIONS**

Notwithstanding the Council Policy and Arborists Report referred elsewhere in this report, Council should turn its mind to section 244 of the Local Government Act 1999 which provides that Council is only liable as occupier of community land for injury, damage or loss that is a direct consequence of a wrongful act on the part of the Council.

In this instance Council's Arborist assessed the subject tree and determined it to be both structurally sound and healthy as indicated by good foliage colour and density typical of this species of tree along with no obvious structural flaws. Hence the removal of the tree is not warranted along with any remedial action that would be necessary to maintain the tree in a safe manner.

**STRATEGIC PLAN**

Street trees play an important role in improving the character and amenity of an area which includes the CBD, residential streets, and reserve areas. Street trees also play an important role in minimising environmental impacts. The goals of the Strategic Plan which this report relates include Our Location, Our Diverse Economy and Our Climate, Natural Resources, Arts, Culture and Heritage. Prime references to the Strategic Plan include 2.1, 3.3 and 4.3.

**COUNCIL POLICY**

Council's Tree Policy T120 outlines the policy of the City of Mount Gambier for the management of trees situated on Council property. A copy of Council's Tree Policy is available via the following link.

[Council Policy - T120 Tree Policy](#)

**ECONOMIC IMPLICATIONS**

The tree opposite 14 Helen Street is a mature tree which is in good health. The value of this tree along with the avenue of plantings throughout Helen Street is significant due to the capital spent on their maintenance throughout the years which increases over time and the cost for them to be replaced. Street trees can also add value to adjacent properties.



## **ENVIRONMENTAL IMPLICATIONS**

Trees play an important role in minimising environmental impacts. Street trees will improve visual amenity by softening the hard surfaces of the built environment and screening undesirable features. They assist in maintaining and enhancing biodiversity in the urban environment and provide habitat for bird life.

## **SOCIAL IMPLICATIONS**

Street trees add value to the quality and amenity of the urban environment, including the provision of shade during summer and protection from rain during winter. They can also help facilitate outdoor activities such as this case, as the tree is adjacent to a Café with seating.

## **CULTURAL IMPLICATIONS**

Nil

## **RESOURCE IMPLICATIONS**

Should the tree remain, there would be no significant financial cost to Council other than the maintenance of the tree. Should the tree be removed, there will be some cost for the removal of the tree and the replanting of a replacement tree. With reference to Councils Tree Policy (T120) section 3, Council has resolved that where applicable, to plant streets with the same species of tree, which contributes to the aesthetics of the area.

## **VALUE FOR MONEY**

There is no current budget allocation of the removal of the tree and as per the tree policy.

## **RISK IMPLICATIONS**

Maintenance costs associated with maintaining the tree.

## **EQUALITIES AND DIVERSITY IMPLICATIONS**

Nil

## **ENGAGEMENT AND COMMUNICATION STRATEGY**

Nil

## **IMPLEMENTATION STRATEGY**

Nil

## **CONCLUSION AND RECOMMENDATION**

The Golden Elm tree that is planted on Councils footpath opposite 14 Helen Street appears to be in sound condition as indicated by good foliage colour and density with no obvious structural flaws. The tree is the same species that line Helen Street providing the avenue of trees that contributes to the overall aesthetics of the street. There are currently no obvious issues of the tree impacting on infrastructure or services and any pavement issues can be accommodated by their reinstatement when and if required.

It is recommended that the Golden Elm tree be retained.

## **ATTACHMENTS**

1. Letter from Gebhardts Real Estate - Request for Tree Removal - 14 Helen Street, Mount Gambier [↓](#)



# GEBHARDTS REAL ESTATE

19<sup>th</sup> December 2023

City of Mount Gambier Council  
C/- E: [kmanarangi@mountgambier.sa.gov.au](mailto:kmanarangi@mountgambier.sa.gov.au)  
E: [city@mountgambier.sa.gov.au](mailto:city@mountgambier.sa.gov.au)

RE: Helen Street Tree

Dear City of Mount Gambier – Attention: Karl

Karl thank you for meeting [REDACTED] as representatives of the owners of the building that has been damaged by the tree planted on the footpath by Council and continues to affect our building at 14 Helen Street Mount Gambier.

As discussed the history with the tree is a long running one.  
I am in great favour of trees in our City, however this building runs out to the boundary and was here about 10 years prior to the Golden Elm being planted. This large growing tree is planted in the foot path area and was totally the wrong choice of tree due to its massive size and further growth potential.

I have sought advice from local arborist [REDACTED] that the breed of tree in question can grow to around 15-17 metres tall and a canopy can reach 14-16 metres wide. This tree has potential to grow another 30% easily and is simply not acceptable, having already lifted the pavers around the base creating a potential trip hazard.

The [REDACTED] families have already spent in excess of \$15,000 in maintenance of roof, gutters, signage and regular painting due to the enormity of this tree.

We therefore ask for its removal completely to resolve the ongoing issues and costs that we are incurring and the trip hazard risk to the public who have voiced their concern with our reception staff.

We await your response.

Regards

Gebhardts Real Estate

M: [REDACTED]

E: [REDACTED]

H.L. GEBHARDT  
& ASSOCIATES PTY LTD

Suite 2, 14 Helen Street  
Post Office Box 1667  
Mount Gambier SA 5290

Telephone (08) 87 255 766  
Facsimile (08) 87 230 404

Email [Gebhardts@bigpond.com](mailto:Gebhardts@bigpond.com)  
Website [www.gebhardts.com.au](http://www.gebhardts.com.au)

LAND & BUSINESS AGENTS  
(MREI OF SA)  
ABN 90 008 075 027  
A.C.N 008 075 027  
RLA 1903



**19.4 PROPOSED ITEMS OF BUSINESS - 2024 ALGA NATIONAL GENERAL ASSEMBLY -  
2024 LGA ORDINARY/ANNUAL GENERAL MEETINGS – REPORT NO. AR24/9130**

<b>Committee:</b>	<b>Council</b>
<b>Meeting Date:</b>	<b>20 February 2024</b>
<b>Report No.:</b>	<b>AR24/9130</b>
<b>CM9 Reference:</b>	<b>AF23/328</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>	<p><b>The ALGA National General Assembly (NGA) is scheduled to be held in July 2024, and the LGA Ordinary General Meeting (OGM) is scheduled to be held in May 2024.</b></p> <p><b>A key purpose of these meetings is to consider items of strategic importance to local government.</b></p> <p><b>This report is presented to enable the consideration of proposed items of business for the ALGA NGA and LGA OGM and AGM.</b></p>
<b>Strategic Plan Reference:</b>	<p><b>Goal 1: Our People</b></p> <p><b>Goal 2: Our Location</b></p> <p><b>Goal 3: Our Diverse Economy</b></p> <p><b>Goal 4: Our Climate, Natural Resources, Arts, Culture and Heritage</b></p> <p><b>Goal 5: Our Commitment</b></p>

**REPORT RECOMMENDATION**

1. That Council Report No. AR24/9130 titled 'Proposed Items of Business - 2024 ALGA National General Assembly - 2024 LGA Ordinary/Annual General Meetings' as presented on 20 February 2024 be noted.
2. That Council writes to the LGA to advise that Council is unable to submit any items of business for the May 2024 Ordinary General Meeting, given the limited time to respond to the call for items.
3. That Council writes to the LGA and advise that it does not intend to submit items of business for the October/November 2024 LGA Annual General Meeting.  
  
OR  
  
That draft items of business for the October/November 2024 LGA Annual General Meeting be prepared for consideration by Council at a subsequent meeting, on the following matters:  
  
XXXX
4. That Council advise ALGA that Council does not intend to submit motions for the July 2024 ALGA National General Assembly.  
  
OR  
  
That draft motions for the July 2024 ALGA National General Assembly be prepared for consideration by Council at the March meeting of Council, on the following matters:  
  
XXXX



## TYPE OF REPORT

Corporate

## BACKGROUND

The Local Government Association of South Australia (LGA) schedules two General Meetings each year for Members to consider items of strategic importance to Local Government and the LGA as submitted to and recommended by SAROC (regional councils), GAROC (metropolitan councils) or the LGA Board of Directors (for LGA operational or commercial matters).

The Australian Local Government Association (ALGA) schedules a National General Assembly each year to consider items of strategic importance to local government nationwide.

## PROPOSAL

### Australia Local Government Association – National General Assembly

By letter dated 15 December 2023 (**Attachment 1**) the Mayor was invited to the ALGA 30th National General Assembly of Local Government (NGA) to be held in Canberra from 2-4 July 2024. In addition, the Federal Government has offered to host Mayors at the Australian Council of Local Government on 5 July 2024.

The NGA is an opportunity to debate policy motions that will shape the federal advocacy agenda that ALGA will undertake on behalf of Australian local governments.

ALGA is now calling for councils to submit motions for the 2024 NGA that align with the theme of "Building Community Trust" which can be submitted online until Friday 29 March 2024.

The provided discussion paper has been provided to help Council's prepare motions which should be concise, practical and implementable, meet the guidelines set out for motions, and should consider:

- how all levels of government in Australia can build trust in each other and earn greater trust from the community;
- practical opportunities for the Australian Government to leverage the trust that local communities have in their local council;
- focus on practical programs that can strengthen the system of local government nationally to provide the services and infrastructure required to support and strengthen our communities; and
- new program ideas that that would help the local government sector to deliver the Australian Government's objectives.

Notices of motions will be reviewed by the ALGA Board's NGA Sub-committee prior to publishing the NGA Business Paper to ensure that they meet these guidelines, and there is an expectation that if a Council does submit a motion that a Council representative will be present at the NGA to move and speak to that motion if required.

Council may wish to consider whether it proposes any suitably aligned motions for preparation and endorsement at the March 2024 Council meeting.



Local Government Association of SA - Ordinary General Meeting

The Ordinary General Meeting (OGM) is scheduled to be held on 24 May 2024 and the Annual General Meeting (AGM) is expected to be scheduled in October/November 2024.

The Notice of the May meeting distributed in the LGA Latest News on 22 January 2024 (the day preceding the 23 January 2024 Council meeting) indicates that proposals for items of business must be received by 5:00pm Friday 9 February 2024. Any item submitted after this date will be considered for the next LGA General Meeting.

Council does not have an opportunity to submit items of business for the LGA OGM in May 2024, however if Council propose any items of business for the LGA AGM in October/November 2024 consideration should be given to preparations (including discussion with LGA staff and collation of supporting information to inform recommendations and decisions) to enable submission via SAROC.

**LEGAL IMPLICATIONS**

N/A

**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**

Council may now determine if preparations are to be made on proposed ALGA/LGA items of business for presentation/endorsement at the March 2024 Council meeting (motions for the July 2024 ALGA NGA) or at a subsequent Council meeting (motions for the October/November 2024 LGA AGM).

## **ATTACHMENTS**

1. Invitation - 2024 Australian Local Government Association National General Assembly [↓](#)







15 December 2023

Mayor Lynette Martin OAM  
City of Mount Gambier  
PO Box 56  
MOUNT GAMBIER SA 5290

Dear Mayor Martin OAM,

**You're Invited: 2024 Australian Local Government Association National General Assembly**

I'm delighted to officially invite you to our Australian Local Government Association Annual Conference, the National General Assembly of Local Government (NGA), which will be occurring in Canberra from 2 to 4 July 2024 at the National Convention Centre. In addition, the Federal Government has again offered to host Mayors at the Australian Council of Local Government (ACLG) on 5 July 2024.

As a result, ALGA is now calling for councils to submit motions for the 2024 NGA. Attending this Conference to debate policy motions that will be considered by the ALGA Board, the NGA is your opportunity to shape the federal advocacy agenda that ALGA will undertake on behalf of Australian local governments.

The theme of our 2024 NGA will be "Building Community Trust". ALGA is seeking motions that align with this theme and identify opportunities for new federal programs and policies that will support councils to build trust, both in our communities and as a local delivery partner for the Australian Government.

The attached discussion paper will help you prepare your council's motions, which can be submitted online at [www.alga.com.au](http://www.alga.com.au) until Friday 29 March 2024.

Next year's Conference is shaping up to be even bigger than this year's record setting event, and we are again so proud to be partnering with the Federal Government to incorporate the ACLG into the week.

This year's ACLG was the first to be held in ten years and was a wonderful opportunity for us to speak directly to Federal Ministers with one voice about the challenges and opportunities in our communities.

Further information about both the 2024 NGA and ACLG – including registration details – will be provided to your councils in the New Year. Should you require any further details, please do not hesitate to contact ALGA on (02) 6122 9400 or at [alga@alga.asn.au](mailto:alga@alga.asn.au).

I look forward to receiving your 2024 NGA motions and welcoming you to Canberra next July.

Yours sincerely,

A handwritten signature in black ink that reads "Linda Scott".

Councillor Linda Scott  
President, Australian Local Government Association

**2024  
NGA**

Building  
Community  
Trust

National Convention Centre  
Canberra

AUSTRALIAN  
LOCAL GOVERNMENT  
ASSOCIATION

**2 - 4  
JULY  
2024**

DISCUSSION  
PAPER

## KEY DATES

29 March 2024 | Acceptance of Motions

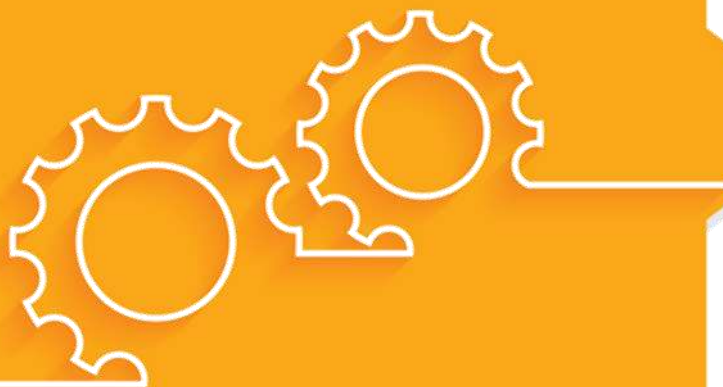
2 July 2024 | Regional Cooperation & Development Forum

3 - 4 July 2024 | National General Assembly

5 July 2024 | Australian Council of Local Government

## TO SUBMIT YOUR MOTION

**VISIT: [ALGA.COM.AU](https://alga.com.au)**





The Australian Local Government Association (ALGA) is pleased to convene the 30th National General Assembly of Local Government (NGA), to be held in Canberra from 2-4 July 2024.

As convenor of the NGA, the ALGA Board cordially invites all councils to send representatives to this important national event.

The NGA is the premier national gathering of local governments, and provides councils with the opportunity to come together, share ideas, debate motions, and most importantly unite and further build on the relationship between local government and the Australian Government.

This discussion paper contains essential information for Australian councils considering submitting motions for debate at the 2024 National General Assembly of Local Government (NGA).

It is recommended that all councils and delegates intending to attend the 2024 NGA familiarise themselves with the guidelines for motions contained in this paper on page 6.

## **BACKGROUND TO ALGA AND THE NGA**

ALGA was established 1947. In structure, ALGA is a federation of member state and territory associations. Its mission is to achieve outcomes for local government through advocacy with impact, and maximise the economic, environmental and social wellbeing of councils and our communities.

Since 1994, the NGA has built the profile of local government on the national stage, showcased the value of councils, and most importantly demonstrated - particularly to the Australian Government - the strength and value of working with local government to help deliver on national priorities.

Debate on motions was introduced to the NGA as a vehicle for councils from across the nation to canvas ideas. Outcomes of debate on motions (NGA Resolutions) could be used by participating councils to inform their own policies and priorities, as well as their advocacy when dealing with federal politicians.

At the same time, they help ALGA and its member state and territory associations gain valuable insight into council priorities, emerging national issues, and the level of need and support for new policy and program initiatives.

Given the structure of ALGA, its Constitution, and level of resources, the NGA does not bind the ALGA Board. However, the Board carefully considers NGA resolutions as it determines ALGA's policies, priorities and strategies to advance local governments within the national agenda.

This is your NGA and ALGA is pleased to act as the convenor. ALGA's policies and priorities will continue to be determined by the ALGA Board in the interests of all councils.

**The ALGA Board thanks all councils for attending the NGA and those that will take the time to reflect on the purpose of debate on motions outlined in this paper, and to submit motions for debate at the 2024 NGA.**



## SUBMITTING MOTIONS

Australia is one of the world's great democracies. It is held in high regard across the world but should never be taken for granted.

**The theme of the 2024 NGA is – Building Community Trust.**

This theme aims to explore the critical importance of trust in governments, between governments, its institutions, and its citizens. This trust is a fundamental building block of our nation's democracy.

While relatively low key, over the past decade there has been increasing public debate by scholars and policy makers about the level of trust in government, its institutions and indeed the operation of our democracy more broadly.

Mark Evans et al (2019) published research in 'The Conversation' indicating that Australians' trust in politicians (our political representatives) and democracy has hit an all-time low. This report indicates 'fewer than 41% of Australian citizens are satisfied with the way democracy works in Australia, down from 86% in 2007.

Public satisfaction has fallen particularly sharply since 2013, when 72% of Australian citizens were satisfied. Generation X is least satisfied (31%) and Baby Boomers most satisfied (50%). Some political authors suggest that these trends in part explain the rise in popularity and the relative success of independents and micro or single-issue parties.

These statistics should be of concern to every level of government and those interested in the future of our communities and Australia's democratic system.

It is said that 'trust is hard-earned, easily lost, and difficult to re-establish – and a key to absolutely everything.' While media and public attention frequently focuses on levels of trust in the national and state governments, local governments have an equally important role in building, maintaining and indeed, often repairing government-community relationships.

At its most fundamental level, the 2024 NGA focusses on the role of local government and how all levels of government can help each other build, maintain and strengthen government-community relationships.

This discussion paper is a call for councils to submit motions for debate at the 2024 NGA to be held in Canberra from 2-4 July 2024.

Motions for this year's NGA should consider:

- how all levels of government in Australia can build trust in each other and earn greater trust from the community;
- practical opportunities for the Australian Government to leverage the trust that local communities have in their local council;
- focus on practical programs that can strengthen the system of local government nationally to provide the services and infrastructure required to support and strengthen our communities; and
- new program ideas that that would help the local government sector to deliver the Australian Government's objectives.

Motions should be concise, practical and implementable and meet the guidelines for motions set out in the paper.

You are encouraged to read all the sections of the paper but are not expected to respond to every issue or question. Your council's motion/s must address one or more of the issues identified in the discussion paper.

Motions must be lodged electronically using the online form available on the NGA website at: [www.alga.com.au](http://www.alga.com.au) and received no later than 11:59pm AEST on Friday 29 March 2024.

All notices of motions will be reviewed by the ALGA Board's NGA Sub-committee prior to publishing the NGA Business Paper to ensure that they meet these guidelines. This sub-committee reserves the right to select, edit or amend notices of motions to facilitate the efficient and effective management of debate on motions at the NGA.

All NGA resolutions will be published on [www.nationalgeneralassembly.com.au](http://www.nationalgeneralassembly.com.au).

As the host of the NGA, ALGA will communicate resolutions to the relevant Australian Government Minister and publish Ministerial responses as they are received on this website.

Please note that if your council does submit a motion, there is an expectation that a council representative will be present at the NGA to move and speak to that motion if required.

We look forward to hearing from you and seeing you at the 2024 NGA.

## CRITERIA FOR MOTIONS

To be eligible for inclusion in the NGA Business Papers, and subsequent debate on the floor of the NGA, motions must meet the following criteria:

1. Be relevant to the work of local government nationally.
2. Not be focused on a specific jurisdiction, location or region – unless the project or issue has national implications.
3. Be consistent with the themes of the NGA.
4. Complement or build on the policy objectives of ALGA and your state or territory local government association.
5. Be submitted by a council which is a financial member of their state or territory local government association.
6. Propose a clear action and outcome ie call on the Australian Government to act on something.
7. Not be advanced on behalf of external third parties that may seek to use the NGA to apply pressure to Board members, or to gain national political exposure for positions that are not directly relevant to the work of, or in the national interests of, local government.
8. Address issues that will directly improve the capacity of local government to deliver services and infrastructure for the benefit of all Australian communities.
9. Not seek to advance an outcome that would result in a benefit to one group of councils to the detriment of another.
10. Be supported by sufficient evidence to support the outcome being sought and demonstrate the relevance and significance of the matter to local government nationally.

Motions must commence with the following wording:

***This National General Assembly calls on the Australian Government to ...***

**Please note that resolutions of the NGA do not automatically become ALGA's national policy positions.**

## OTHER THINGS TO CONSIDER

It is important to complete the background section of the submission form. Submitters of motions should not assume that NGA delegates will have background knowledge of the proposal. The background section helps all delegates, including those with no previous knowledge of the issue, in their consideration of the motion. Please note, motions should NOT be prescriptive in directing how the matter should be pursued.

**Try to keep motions practical, focussed and capable of implementation to ensure that relevant Australian Government Ministers provide considered, thoughtful and timely responses.**

Try to avoid motions that are complex, contain multi-dot points and require complex cross-portfolio implementation.

All motions submitted will be reviewed by the ALGA Board's NGA Sub-committee, in consultation with state and territory local government associations, to determine their eligibility for inclusion in the NGA Business Papers.

When reviewing motions, the Sub-committee considers the criteria, clarity of the motion and the importance and relevance of the issue to local government.

If there are any questions about the substance or intent of a motion, ALGA will raise these with the nominated contact officer. With the agreement of the submitting council, these motions may be edited before inclusion in the NGA Business Papers.

To ensure an efficient and effective debate, where there are numerous motions on a similar issue, the NGA Sub-committee will group these motions together under an overarching strategic motion. The strategic motions will have either been drafted by ALGA or will be based on a motion submitted by a council which best summarises the subject matter.

Debate will occur in accordance with the rules for debate published in the Business Papers and will focus on the strategic motions. Associated sub-motions will be debated by exception only or in accordance with the debating rules.

Any motion deemed to be primarily concerned with local or state issues will be referred to the relevant state or territory local government association and will not be included in the NGA Business Papers.

All motions require:

- a contact officer;
- a clear national objective;
- a summary of the key arguments in support of the motion; and
- endorsement of your council.

**Motions should be lodged electronically using the online form available at [www.alga.asn.au](http://www.alga.asn.au).  
Motions should be received no later than 11:59pm AEST on Friday 29 March 2024.**



## SETTING THE SCENE

The theme for NGA24 'Building Community Trust' aims to focus on the role of local government in the Australian system of government and explore the critical importance of trust in governments, between governments, its institutions, and our citizens.

In a recent essay on Capitalism after the Crisis (2023) the Treasurer the Hon Dr Jim Chalmers MP wrote:

*'Our mission is to redefine and reform our economy and institutions in ways that make our people and communities more resilient, and our society and democracy stronger as well.'*

The need to strengthen our democracy was also emphasised the Prime Minister the Hon Anthony Albanese MP in a speech at Queensland's Woodford Folk Festival toward the end of 2022:

*'I urge anyone who thinks our democracy is unassailable to have a look around the world. Even some of the oldest, most stable democracies have come under attack from a whole range of corrosive, insidious forces. No one is immune. Our democracy is precious, something we have carefully grown and nurtured from one generation to the next. One of our core responsibilities is to make it stronger, and the key to that strength is transparency and accountability.'*

In early 2023 the Australian Government established a taskforce to advise government on 'what can be done – practically – to strengthen Australian democracy'.

The 2024 NGA provides you - the elected representatives of Australia's local councils and communities - with the opportunity to engage with the Federal Government and key Ministers.

Further, it is your opportunity to advocate for new or expanded programs and key policy initiatives that could strengthen local governments, its capacity to deliver services and infrastructure to local communities across the nation. This service delivery is critical to build, maintain and strengthen the trust of our citizens.

This year's call for motion focusses on twelve priority areas:

- Intergovernmental relations;
- Financial sustainability;
- Roads and infrastructure;
- Emergency management;
- Housing and homelessness;
- Jobs and skills;
- Community services;
- Closing the Gap and Aboriginal and Torres Strait Islander Reconciliation;
- Data, digital technology and cyber security;
- Climate change and renewable energy;
- Environment; and
- Circular economy.



# 1. INTERGOVERNMENTAL RELATIONS

'Australia's federal structure, built upon reciprocal financial, legislative and policy responsibilities, requires intelligent cooperation on issues of strategic national significance.'

National Cabinet is a forum for the Prime Minister, Premiers and Chief Ministers to meet and work collaboratively. National Cabinet was established on 13 March 2020 and is chaired by the Prime Minister. The National Cabinet is a key mechanism in Australia's current intergovernmental architecture.

A representative of local government, the President of ALGA, is invited to meet with National Cabinet once each year. The President of ALGA also attends one meeting per year of the Council on Federal Financial Relations comprising the Commonwealth Treasurer as Chair and all state and territory treasurers.

A substantial body of research, from Australia and internationally, has highlighted that governments that work together are generally more successful in achieving shared national objectives, including economic recovery from events like the COVID-19 pandemic as well as in service and infrastructure delivery.

This research reinforces the need for local government to be included in relevant ministerial forums that support national priorities – from housing affordability to reaching net-zero emissions. ALGA currently participates in National Cabinet (1/year), Council on Federal Financial Relations (1/year), Infrastructure Transport Ministers Meeting, National Emergency Managers Meeting, Local Government Ministers Forum, Joint Council on Closing the Gap, Planning Ministers Meeting, Meeting of Environment Ministers, Energy and Climate Change Ministers and the Road Safety Ministers Meeting, to represent local government views.

Local government input can provide a community voice, enabling our intergovernmental forums to make decisions with greater legitimacy and authority.

*Given the importance of trust in governments, between governments and its citizens, how can intergovernmental arrangements be further improved in Australia?*

*Are there ways of maintaining and enhancing the community's trust in local government?*

*Are there new initiatives and programs that could be adopted to improve the level of cooperation and collaboration between the Australian Government and local government?*

## 2. FINANCIAL SUSTAINABILITY

Trust in governments is highly correlated with their ability to fulfill the implicit social contract between government and its citizens by keeping promises.

Local government is the third sphere of government in Australia's system of government. Councils are comprised of locally elected representatives who understand local needs and engage locally on strategies to meet those needs.

Councils are responsible for providing a wide range of critical local area services including planning, libraries, waste management systems, transport and infrastructure (eg roads and footpaths, parks, sporting grounds and swimming pools) and social services.

These services are critical to the wellbeing, liveability and productivity of all local communities, and therefore the nation. Equally important is the sustaining of democratic processes at the local and regional level.

Local government's total annual expenditure in 2021 -22 was approximately \$43.6 billion. Non-financial assets including roads, community infrastructure such as buildings, facilities, airports, water, and sewerage (in some states) including land, are valued at \$539 billion [ABS Government Finance Statistics, Australia, 2021-22].

In 2021-22, the Australian Government provided \$2.6 billion in Financial Assistance Grants funding to councils. This included \$1.3b which was brought forward from the 2021-22 estimate and paid through state and territory governments in 2020-21.

Nationally, local government derives nearly 90% of its revenue from its own sources (including rates and services charges), compared to around 50% for state governments. Grants from other levels of government make up just over 10% of local government's total revenue, however these grants are particularly important in areas with a low-rate base, and/or high growth rates, and rapidly expanding service and infrastructure needs.

In 2021-22 Financial Assistance Grants to local governments was less than 0.6% of Commonwealth taxation revenue (CTR), a significant drop from 1996 when these grants were at 1% of CTR. In 2023-24 Financial Assistance Grants have fallen to 0.5% of Commonwealth taxation.

*What improvements are needed to the intergovernmental financial transfer system, particularly the Commonwealth transfers to local government, to enhance the community's trust in local government and by extension all governments?*

*Noting that Commonwealth tied funding is provided with detailed requirements how can this system be improved to provide flexibility and maximize the benefit to local communities?*



### 3. ROADS AND INFRASTRUCTURE

ALGA's 2021 National State of the Assets Report (NSoA) is currently being updated and expected to be launched in 2024. The most recent NSoA shows that while most local government assets such as roads, bridges, buildings, parks and recreation, stormwater, water and wastewater, and airports and aerodromes are generally in good to very good condition, around 10% are not fit for purpose, and around 20–25% are only fair and over time will need attention.

The last NSoA found that in 2019–20 non-financial infrastructure assets were valued at \$342 billion and were depreciating at \$7.7 billion per year. Replacement costs of these infrastructure assets were in the order of \$533 billion.

Local government assets make up a significant proportion of the physical structure of local communities and often provide critical access to and support for citizens to engage in state and national assets and opportunities.

For example, local roads provide important "first and last-mile access" for communities and industry to road networks, integral to economic development and community connection. Local sporting grounds can provide access for community groups to build community participation that has social, health and economic benefits.

*Are there programs or initiatives that the Australian Government could adopt to improve the long-term sustainability of local government infrastructure?*

*Are there programs or initiatives that the Australian Government could provide to improve the sector's capacity to manage local government infrastructure and to integrate these plans into long-term financial plans?*

*Are there programs or initiatives that the Australian Government could develop to maintain, strengthen and enhance the reputation of Australia's infrastructure providers, including local government?*

## 4. EMERGENCY MANAGEMENT

In 2022 alone, 46 disasters were declared across Australia, covering more than 300 different council areas. In recent years, almost every Australian council has been impacted in some way by fires, floods, or cyclones.

Last year's flooding caused a damage bill of approximately \$3.8 billion to local roads across Queensland, New South Wales, Victoria and South Australia. This was just a fraction of the total disaster costs incurred by governments across the country.

There have been numerous NGA motions in recent years regarding natural disasters and this has been a significant priority in ALGA's advocacy program.

In 2022 ALGA successfully advocated for a new \$200 million per year Disaster Ready Fund, with the first round of funding allocated in June 2023. This fund will support councils and communities to mitigate against the risk of future disasters and help address the significant imbalance between mitigation and recovery spending.

Councils are encouraged to draw on their practical experience of the improvements that could be made to managing emergencies.

Please note that many aspects of emergency management are state or territory responsibilities, and your motions should focus on how the Australian Government could assist.

*What new programs, or improvements to existing programs, could the Australian Government develop to partner with local government to improve the current natural disaster management systems to further assist in recovery and build resilience?*

## 5. HOUSING AND HOMELESSNESS

Almost every Australian council and community is facing challenges around a lack of affordable housing.

Alarming research by the UNSW City Futures Research Centre shows 640,000 Australian households – or one in 15 households – are under housing stress.

All levels of government, including councils, have a fundamental role to play in addressing this crisis, which is being compounded by high interest rates, rising construction costs and skills shortages.

At a national level, ALGA is a signatory to the National Housing Accord, and in 2023 successfully advocated for a new \$500 million Housing Support Program for state and local governments to deliver supporting infrastructure for new housing developments.

While the provision of affordable housing is not a local government responsibility, councils have a role to play in ensuring there is enough suitably located land available for housing and that a diversity of housing stock is supported. Councils also want to ensure that new housing developments are supported with the necessary services and infrastructure to create liveable and sustainable communities.

Many councils are also addressing thin markets and developing land and housing themselves, delivering local solutions to meet the needs of their communities.

Councils also want to ensure that they engaged with planning decisions that affect local communities. Taking planning powers away from councils does not always support the best local outcomes.

Councils also play an important role addressing some of the causes of homelessness, including social inclusion programs that can assist mental health and family violence issues, as well as providing support for people currently experiencing homelessness.

*What new programs and policies could the Australian Government develop to partner with local government to support the provision of more affordable housing?*

*How can the Australian Government work with councils to address the causes and impacts of homelessness?*

## 6. JOBS AND SKILLS

Local government is a major employer in Australia providing employment, career advancement and training opportunities for more than 190,800 Australians, across an estimated 400 occupations.

However, councils are facing significant jobs and skills shortages that are constraining their capacity to deliver services and build and maintain local infrastructure.

ALGA's 2022 National Local Government Workforce Skills and Capability Survey indicated that more than 90 percent of Australia's 537 councils were experiencing skills shortages.

The survey also showed that for approximately two-thirds of these councils, these shortages were impacting on project delivery.

In particular, councils are facing a shortage of planners, engineers, building surveyors, environmental officers and human resources professionals.

Skills shortages occur for a variety of reasons including an inability to compete against the private sector, worker accommodation, support services for families, ageing of the workforce and geographic isolation.

*Are there programs or initiatives that the Australian Government could implement that would enhance local government's capacity to attract and retain appropriately skilled staff now and into the future?*

*Are there programs or changes to existing programs that would increase local government's ability to employ apprentices and trainees?*

*Are there other initiatives that the Australian Government could provide to improve the sector's ability to plan and develop skills fit for the future?*



## 7. COMMUNITY SERVICES

Councils provide a wide range of services based on local characteristics, needs, priorities, and the resources of their community. Indeed, it is this level of responsiveness and accountability to the local community that is an essential feature of democratic local governments worldwide.

Some of these services are provided to address market failure, and many of them are provided by councils on behalf of other levels of government.

It is important to note that nationally local government is more than 83% self-sufficient ie funded at the local level either through rates, fees and charges, sale of goods and services, or interest. The Australian Bureau of Statistics data shows that total local government annual expenditure in 2021-22 was \$43.6 billion.

Only 17% comes from grants and subsidies from other levels of government. Unfortunately, many of these grants and subsidies are tied, or require matching funding which restricts the ability to address local priorities in the way the council and community might need.

Arguably there is no greater obligation upon government than to maintain the trust that citizens have in meeting their community services obligations and promises, particularly to society's most vulnerable.

Local government community services are broadly defined, and may include but are not limited to:

- environmental health including food safety;
- childcare, early childhood education, municipal health;
- aged care, senior citizens;
- services to people living with disability;
- programs to address disadvantage, to reduce poverty and homelessness;
- sporting and recreational programs;
- arts and cultural activities, programs and festivals;
- tourism and economic development activities; and
- library services.

*Noting the funding arrangements for the provision of local government community services are there programs and initiatives that the Australian Government could implement to improve the delivery of these services?*

*Are there reforms or improvements in national community services program that would help local governments support the Australian Government to deliver on its national objectives?*

## 8. CLOSING THE GAP AND ABORIGINAL AND TORRES STRAIT ISLANDER RECONCILIATION

In 2021, ALGA co-signed a landmark national agreement to close the gap between Indigenous and non-Indigenous Australians. At the heart of the National Agreement on Closing the Gap Partnership are four agreed priority reform targets and 19 socio-economic targets in areas including education, employment, health and wellbeing, justice, safety, housing, land and waters, and Aboriginal and Torres Strait Islander languages.

The Indigenous Voice Co-design Final Report to the Australian Government was released in December 2021. The Local & Regional Voice will contribute to achieving the Closing the Gap outcomes by providing avenues for Indigenous voices to be heard, including to provide feedback to government on Closing the Gap.

As the level of government closest to the people, councils have an essential role supporting and helping to steer the development of policies and programs in partnership with local Indigenous peoples that address closing the gap priorities at the local and regional level.

Local government plays a positive role in reconciliation and celebrating Indigenous culture and identity, and sustainably funded could work effectively to reduce Indigenous disadvantage in all its forms.

On 14 October 2023, Australians voted in a referendum about whether to change the Constitution to recognise the First Peoples of Australia by establishing a body called the Aboriginal and Torres Strait Islander Voice. The referendum did not pass.

*Are there programs or initiatives that the Australian Government could adopt to assist local government to advance reconciliation and close the gap?*

*Are there practical programs or initiatives that local government and the Australian Government could introduce to maintain, build and strengthen the level of trust between Aboriginal and Torres Strait Islanders and governments?*

## 9. DATA, DIGITAL TECHNOLOGY AND CYBER SECURITY

Provision of information technology to all Australians is vital to innovation, economic growth, and social equity. However, it is potentially even more important to regional Australia where the tyranny of distance increases the inequity of services available – including education, health, economic and social. Innovative technology is becoming more broadly available and could boost productivity and economic growth.

Councils around Australia continue to embrace new technologies to improve their service delivery standards and broaden consultation and engagement with their local communities. However, implementation can be hindered without access to basic technological infrastructure and the necessary IT skills and resources.

In recent times, cyber-attacks on major corporations and other businesses have resulted in significant data breaches. It is a timely reminder as digital information, services and products become an increasing feature of modern business operation including in local government.

Like all risks, local government must manage the risk of cyber-attacks and address cyber security. At a national level, there is limited understanding of local governments' vulnerability to cyber-attacks, preparedness and adequacy of risk management strategies or business continuity planning.

While this is primarily a responsibility of the sector itself, governments at all levels must work together to ensure that the public have confidence in government information management systems and its security.

*Drawing upon your council's experience, and your knowledge of other councils within your state or territory, are there programs and initiatives that the Australian Government could implement to help local government develop its digital technology services and infrastructure?*

*Are there actions the Australian Government could take to improve cyber security within the local government sector?*

## 10. CLIMATE CHANGE AND RENEWABLE ENERGY

Australia's changing climate presents a significant challenge to governments, individuals, communities, businesses, industry, and the environment.

The Australian Government has committed to address climate change and in June 2022 submitted its revised National Determined Contribution (NDC) to the United Nations Framework Convention on Climate Change. The revised NDC included reaffirming a target of net zero emissions by 2050 and committing to reduce greenhouse gas emissions by 43% from 2005 levels.

Local governments have played an important leadership role in addressing climate change, and councils have supported a wide range of community-based programs and initiatives to lower the carbon footprint of their own business operations and of their local communities.

As a sector, local government has been an advocate and active participant in the debate for lowering carbon emissions, is sourcing renewable energy, has responded creatively to reduce greenhouse gas emissions from landfills, and facilitated the construction of green buildings and water sensitive design of cities and towns.

Local government has been at the forefront in addressing the impacts of climate change and adaptation to climate change. In particular, councils have a practical understanding of the risk and impact of climate change on Australia's infrastructure and physical assets, natural ecosystems, local economies and their community.

*Noting the Australian Government's approach to reducing emissions, are there partnerships, programs, and initiatives that local government and the Australian Government can form to achieve Australia's 2050 net zero emissions target?*

*Are there initiatives that could assist local governments to build trust in the community for implementation of key climate change and emissions reduction initiatives?*



## 11. ENVIRONMENT

Australia's 537 local councils play an essential role in providing, regulating and managing Australia's environmental services and infrastructure.

Whether it's biodiversity, biosecurity, natural resource management (NRM), contaminated lands, waste management, water resources, sustainability or roadside environments, councils are responsible for educating households and businesses on environment policy, as well as driving environmental programs and initiatives in their local communities.

In recent years the National General Assembly has considered a range of environmental issues, and passed resolutions on biodiversity, biosecurity, conservation, climate change and water security.

*How could the Australian Government partner with local government to strengthen Australia's environmental services and infrastructure?*

*What new programs could the Australian Government partner with local government in to progress local regional and national objectives?*



## 12. CIRCULAR ECONOMY

Local government is responsible for the management of household and domestic waste and has a critical role to play in further developing the circular economy.

Australia's 537 councils manage approximately 26 percent of Australian waste, either directly or through contractual arrangements. Each year, local governments collect around 9.7 million tonnes of waste from kerbside bin services, sort it at material recovery facilities (MRFs), and dispatch what can be recycled to reprocessing facilities in Australia and overseas.

Where waste cannot be recovered it is landfilled, and local governments in most jurisdictions must pay a significant levy per tonne for landfilled waste, as well as incur the operational costs of maintaining and managing a landfill.

Collecting, treating, and disposing of Australian domestic waste costs local government an estimated \$3.5 billion annually. Local government also dedicates resources to administering community waste-education programs, collecting litter, addressing illegal rubbish dumping, and ensuring compliance with waste bylaws.

In November 2023, Australia's Environment Ministers agreed that the Federal Government would establish new regulations for packaging as well as mandate how packaging is designed, develop minimum recycled content requirements and prohibit harmful chemicals being used. These changes are expected to have a positive impact on the amount of waste sent to landfill, and the costs borne by councils and their communities.

*How could the Australian Government further strengthen product stewardship arrangements to support local governments in their endeavours to increase recycling and reduce the volume of waste?*

*How could the Australian Government partner with local government to advance the circular economy?*

## CONCLUSION

Thank you for taking the time to read this discussion paper and your support for the 2024 National General Assembly of Local Government.

### A FINAL REMINDER:

- » Motions should be lodged electronically at [www.alga.com.au](http://www.alga.com.au) and received no later than 11.59pm on Friday 29 March 2024.
- » Motions must meet the criteria published in this paper.
- » Motions should commence with the following wording: 'This National General Assembly calls on the Australian Government to...'
- » Motions should not be prescriptive in directing how the matter should be pursued.
- » Motions should be practical, focussed and relatively simple.
- » It is important to complete the background section on the form.
- » Motions must not seek to advance an outcome that would result in a benefit to one group of councils to the detriment of another.
- » When your council submits a motion there is an expectation that a council representative will be present at the 2024 National General Assembly to move and speak to that motion if required.
- » Resolutions of the National General Assembly do not automatically become ALGA's national policy positions. The resolutions are used by the ALGA Board to inform policies, priorities and strategies to advance local governments within the national agenda.

We look forward to hearing from you and seeing you at the 2024 National General Assembly in Canberra.









**19.5 BUDGET REVIEW 2 2023/2024 – REPORT NO. AR23/85041**

<b>Committee:</b>	<b>Council</b>
<b>Meeting Date:</b>	<b>20 February 2024</b>
<b>Report No.:</b>	<b>AR23/85041</b>
<b>CM9 Reference:</b>	<b>AF23/328</b>
<b>Author:</b>	<b>Julie Scoggins, Manager Financial Services</b>
<b>Authoriser:</b>	<b>Sarah Philpott, Chief Executive Officer</b>
<b>Summary:</b>	<b>The purpose of the budget review as at 31 December 2023 is to provide Council, the community and other interested parties, a record of the budgeted financial activities and the financial position of the Council, compared to the adopted budget for the year ending 30 June 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. AR23/85041 titled 'Budget Review 2 2023/2024' as presented on 20 February 2024 be noted.
2. That Council adopts the revised budget for the year ending 30 June 2024 as at 31 December 2023 (Budget Review 2) as attached to Report No. AR23/85041.



## TYPE OF REPORT

Legislative

## BACKGROUND

1. **Legislation** - The *Local Government Financial Regulations 2011* Part 2 Section 9 requires Council to reconsider its budget at least three times between 30 September and the 31 May.
2. **Approach** - Budget Review 2 is the second complete forecast for 2023/2024, following the adoption of the Annual Business Plan and Budget in June 2023, the approved budget including carry forwards in September 2023 and Budget Review 1 in November 2023. The full year forecast has been developed in consultation with staff across the organisation for known material changes to operating revenue, expenditure and capital revenue and expenditure.
3. **Audit and Risk Workshop and Elected Member Informal Briefing:**
  - **Draft Budget Review 2 Position** - A draft Budget Review 2 operating result and capital expenditure position was presented at a workshop and to the Elected Members at an informal briefing on 6 February 2024.
  - **Budget Review 2 Position For Consideration** – The operating result and capital expenditure proposed for adoption in this report at Budget Review 2 include some minor adjustments further to the draft presented as shown in the table below.:

\$'k	Note	As presented on 06/02	Included in Council Report	Variance
Operating Deficit	1	(4,336)	(4,318)	18
Capital Expenditure (excl Wulanda)	2	12,588	12,528	60

- (1) **Operating Deficit Movement \$18k** - Interest reduction resulting from cash flow movements
- (2) **Capital Expenditure Movement \$60k** - Reduction of Civic Centre Lift project to reflect expenditure for this financial year (previous version included total project cost).

## PROPOSAL

1. **Budget Review 2** - This report includes an update of operating revenue and expenditure, and changes to the budgeted capital revenue and expenditure for the financial year with key numbers shown in the table below:

\$'k	Adopted Budget	Approved Budget	Budget Review 1	Budget Review 2	Variance to BR1
Budget Adopted at the Council Meeting	Jun-23	Sep-23	Nov-23	Feb-24	
Operating Deficit	(2,837)	(3,158)	(3,509)	(4,318)	(809)
Capital Expenditure	9,665	13,985	14,763	13,669	1,094
Net Impact To Financing Activities (Surplus/(Deficit))	(1,759)	(6,399)	(6,890)	(6,337)	553

### Draft Budget Review Statement of Uniform Presentation of Finances:

2. **Full Year Forecast** - The Draft Budget Review for the end of financial year is now forecast to be as follows (as per the Uniform Presentation of Finances (UPF)):

**Operating Result of (\$4,318k) is (\$809k) higher than BR1 (unfavourable variance)** - The material variances for operating revenue and expenditure are detailed below:



**Operating Revenue – (\$26k) or (0.1%) lower than BR1 (unfavourable variance)** – Including the following:

- **Statutory Charges \$103k higher than BR1 (favourable variance)** - Additional revenue drive by a significant development.
- **User Charges (\$258k) lower than BR1 (unfavourable variance)** - Mostly caused by lower waste management fees with less waste to landfill (based on actual performance) (\$738k) (which is in turn partly offset by lower EPA levy as shown below), and higher Wulanda revenue reflecting more recent performance \$464k (offset by supporting expenditure as detailed below).
- **Grants, Subsidies and Contributions - Operating (\$30k) lower than BR1 (unfavourable variance)** - Grass roots 50% grant reduction (more than offset by lower costs) (\$25k), removal of Department of Transport stormwater works (\$30k), partly offset by insurance valuation grant \$10k, and Cultural Heritage Grant \$15k (with associated expenditure).
- **Reimbursements \$149k higher than BR1 (favourable variance)** - Including Country Arts SA contribution for the lift \$140k (offset by expenditure).
- **Other \$10k higher than BR1 (favourable variance)** - Increased revenue based on actual performance.

**Operating Expenditure – (\$783k) or (1.6%) higher than BR1 (unfavourable variance):**

- **Employee Costs (\$208k) higher than BR1 (unfavourable variance)** - This variance is mainly driven by recategorisation of costs (as below) (\$208k), and overall consistent employee costs resulting from bringing the property painting in-house, offset by the reallocation of costs for interim resource support.
- **Materials, Contracts, Other (\$290k) higher than BR1 (unfavourable variance)** - Including the following significant variances:
  - **Council Resolutions (\$140k)** - 50% Civic Centre lift expenditure for this year (offset by equivalent contribution from Country Arts SA).
  - **Emergency Costs (\$86k)** - Margaret Street sink hole remediation costs (\$86k).
  - **Insurance Costs (\$160k)** - Increased premiums for this financial year.
  - **Variations (\$79k)** - Condition audit additional costs (\$34k), Infrastructure additional valuation costs (\$35k), and waste modelling (\$10k).
  - **Wulanda Operating Costs (\$506k)** - Wulanda operating costs in support of additional revenue.
  - **EPA Levy \$505k** - Lower fees payable less waste to landfill (partly offsetting the revenue decrease above).
  - **Recategorisation of Costs \$208k** - Recategorisation of costs between employee cost and materials, contracts , other.
  - **Other (\$32k)** - Including transfers to capital and to/from employee costs resulting from interim resourcing or bringing services in-house and movements across the expenditure base (including increased Caroline landfill contractors costs of (\$50k).
- **Depreciation (\$304k) higher than BR1 (unfavourable variance)** - Due to additional depreciation resulting from the Buildings and Structures valuation.

Council's operating deficit has increased by (\$809k) to (\$4,318k), mainly due to the depreciation impact of the buildings and structures revaluation (\$304k), the net increase in the deficit arising from Caroline Landfill operations (\$283k), and a number of pressures across the





organisation including insurance, emergency costs and adjustments (noting that there are a number of offsetting adjustments between revenue and expenditure).

**Draft Capital Expenditure:**

**Capital Expenditure of \$13,668k is \$1,094k lower than BR1 (favourable variance)** - The key drivers for the decrease in this year's capital works program (compared to BR1) are:

Asset Class	Adopted Budget \$'000s	Approved Budget \$'000s	Budget Review 1 \$'000s	Budget Review 2 \$'000s	Variance to BR1 Favourable/ (Unfavourable) \$'000s
Buildings & Structures	1,160	1,893	1,914	1,639	275
Caroline Landfill	2,200	3,659	3,659	3,659	0
Information Technology	60	106	106	106	0
Infrastructure	3,574	4,832	4,849	4,462	387
Other	269	419	436	436	0
Plant & Equipment	1,782	2,456	2,657	2,225	432
<b>Total Excl Wulanda</b>	<b>9,045</b>	<b>13,365</b>	<b>13,622</b>	<b>12,528</b>	<b>1,094</b>
Wulanda	620	620	1,141	1,141	0
<b>Total Inc Wulanda</b>	<b>9,665</b>	<b>13,985</b>	<b>14,763</b>	<b>13,668</b>	<b>1,094</b>

The key drivers for the \$1,094k decrease are as follows:

- **Savings \$138k** - Including Stormwater Side Entry Pit Replacement (Shepherdson Road & Boandik Terrace) \$30k, Guard Rail Renewal Harrauld Street \$50k, and O'Halloran Terrace PLEC reduction reflecting scope change \$50k.
- **Cancellations \$456k** - Buildings renewal \$100k, Downer St \$96k, Shelley Crescent \$95k, O'Halloran Terrace Road Reconstruction \$165k.
- **New Projects (\$150k)** - Including Civic Centre Lift (\$140k) (as per Council decision), and Extension to Cremation Waterfall Area (\$10k).
- **Additional Costs (\$425k)** - Increases include the following:
  - **Council Resolutions (\$99k)** - Council resolution at Council meeting to award contract for Elder St, Stone Avenue and Strangways St.
  - **Other (\$326k)** - Including Crouch Street South (John Watson Drive to Lake Terrace East) - Road Reconstruction (\$94k), Retaining Wall Renewal - Lake Terrace West (\$80k,) Hammer Court (Webb Street to Cul-de-sac) - Road Reconstruction (\$50k).
- **Partial Deferrals/Deferrals \$1,075k** - Garbage Truck Replacement \$432k, Old Gaol \$200k, Railway Lands Playground \$150k, Anthony Street (Jubilee Hwy to North Terrace) - Road Reconstruction \$293k.



### Draft Budget Review Financial Indicators:

Compared to BR1, the key financial indicators which measure the financial sustainability and performance of Council are as follows:

Financial Indicator	Adopted Budget	Approved Budget	Budget Review 1	Budget Review 2
Operating Surplus Ratio	-6.7%	-7.5%	-7.9%	-9.8%
Net Financial Liabilities Ratio	117%		106%	105%
Asset Renewal Funding Ratio	100%	137%	141%	124%

- **Operating Surplus Ratio** – Is (1.8%) above BR1 and (3.1%) higher (unfavourable) than the adopted budget.
- **Net Financial Liabilities Ratio** - Is broadly in line with BR1, and lower than the Adopted Budget mainly as a result of lower borrowings and increased revenue.
- **Asset Renewal Funding Ratio** - Is lower than BR1 driven down by cancellations and carry forwards.

### 3. Loan Funded Borrowings:

The loan funded borrowings of \$36,124k forecast for the year-end at Budget Review 2 are \$609k lower than BR1 of \$36,733k (favourable variance).

### 4. Risks to Budget Review 2 - Please note that there are a number of risks where at this stage the financial impact is unknown and as such have not been incorporated in Budget Review 2:

- **Financial Assistance Grants** – At this stage the amount to be brought forward from 2024/2025 to be paid in this financial year is unknown.
- **Economic Conditions** - Adelaide CPI as at 31 December 2023 was 4.8% compared to the adopted budget assumption of 4.2% for 2023/2024 which may mean that some costs are higher than anticipated.
- **Asset Valuation** - Aligned with market conditions and sector wide experience it is anticipated that the valuations for the remaining infrastructure assets including stormwater drainage, car parks and smaller classes (retaining walls and guard rails) will drive a further increase in depreciation costs for this and future years.
- **Caroline Landfill** – The development of masterplan and post closure provision are expected to have an impact upon Council's financial results.
- **Long Term Financial Plan (LTFP)** - Further work is required to be undertaken to establish the impact of the changes that will be incorporated in the next version of the LTFP.

### LEGAL IMPLICATIONS

The Local Government Financial Regulations 2011 Part 2 Section 9 requires Council to reconsider its budget at least three times between 30 September and the 31 May.

### STRATEGIC PLAN

As per budget/strategic plan – no comment applicable to this report.

### COUNCIL POLICY

The Annual Business Plan assesses the financial requirements of the Council for the financial year and sets out a summary of its proposed operating expenditure, capital expenditure and sources of revenue and takes into account Council's long-term financial plan.

[B300 Budget Framework Policy](#)

### ECONOMIC IMPLICATIONS

As per budget/strategic plan – no comment applicable to this report.



## **ENVIRONMENTAL IMPLICATIONS**

As per budget/strategic plan – no comment applicable to this report

## **SOCIAL IMPLICATIONS**

As per budget/strategic plan – no comment applicable to this report

## **CULTURAL IMPLICATIONS**

As per budget/strategic plan – no comment applicable to this report

## **RESOURCE IMPLICATIONS**

As per budget/strategic plan – no comment applicable to this report

## **VALUE FOR MONEY**

Budget adjusted as per the details of this report.

## **RISK IMPLICATIONS**

The *Local Government Act 1999* requires that Council assesses the financial requirements of the Council for the financial year and sets out a summary of its proposed operating expenditure, capital expenditure and sources of revenue and takes into account the Council's long-term financial plan and relevant issues relating to the management and development of infrastructure and major assets by the Council.

## **EQUALITIES AND DIVERSITY IMPLICATIONS**

N/A

## **ENGAGEMENT AND COMMUNICATION STRATEGY**

N/A

## **IMPLEMENTATION STRATEGY**

N/A

## **CONCLUSION AND RECOMMENDATION**

**Budget Review 2** - It is a legislative requirement that Council reconsiders its budget at regular intervals during the year. The budget assesses the financial requirements of Council for the financial year, it provides stability and certainty of financial outcomes and ensures continuation of delivery of essential community services and the efficient operation of infrastructure while maintaining a sound financial position.

## **ATTACHMENTS**

1. BR 2 Financial Statements [↓](#)



City of Mount Gambier - Uniform Presentation of Finances Draft BR2 2023/2024					
2023 Actuals \$'000s		Adopted Budget 2024	Draft Budget Incl C/F 2024	BR1 2024	Draft BR2 2024
<b>Income</b>					
24,893	Rates	26,416	26,416	26,416	26,416
731	Statutory Charges	734	734	734	837
6,947	User Charges	9,193	9,193	9,399	9,141
1,071	Grants, Subsidies and Contributions - Capital	341	341	1,053	1,053
6,402	Grants, Subsidies and Contributions - Operating	4,707	4,707	4,758	4,728
49	Investment Income	40	40	53	53
755	Reimbursements	538	538	1,167	1,317
1,263	Other Income	311	311	586	596
<b>42,111</b>	<b>Total Income</b>	<b>42,280</b>	<b>42,280</b>	<b>44,166</b>	<b>44,140</b>
<b>Expenses</b>					
14,365	Employee Costs	15,087	15,087	15,458	15,666
17,460	Materials, Contracts & Other Expenses	17,288	17,609	19,242	19,532
10,176	Depreciation, Amortisation & Impairment	10,467	10,467	11,033	11,337
1,094	Finance Costs	2,275	2,275	1,942	1,922
<b>43,095</b>	<b>Total Expenses</b>	<b>45,117</b>	<b>45,437</b>	<b>47,675</b>	<b>48,458</b>
<b>(984)</b>	<b>Operating Surplus / (Deficit)</b>	<b>(2,837)</b>	<b>(3,158)</b>	<b>(3,509)</b>	<b>(4,318)</b>
17	Timing Adjustment for grant revenue			(36)	(36)
<b>(967)</b>	<b>Adjusted Operating Surplus (Deficit)</b>	<b>(2,837)</b>	<b>(3,158)</b>	<b>(3,546)</b>	<b>(4,354)</b>
<b>Net outlays on existing assets</b>					
(5,370)	Capital expenditure on renewal and replacement of existing assets	(5,762)	(7,890)	(8,115)	(7,162)
10,176	Depreciation, amortisation and impairment	10,467	10,467	11,033	11,337
40	Proceeds from sale of replaced assets	277	277	385	349
<b>4,846</b>	<b>Net outlays on existing assets</b>	<b>4,982</b>	<b>2,854</b>	<b>3,303</b>	<b>4,524</b>
<b>Net outlays on new and upgraded assets</b>					
(18,216)	Capital expenditure on new and upgraded assets <i>(including investments property &amp; real estate developments)</i>	(3,903)	(6,095)	(6,648)	(6,507)
5,142	Amounts received specifically for new and upgraded assets				
20	Proceeds from sale of surplus assets <i>(including investment property and real estate developments and non-current assets held for resale)</i>				
<b>(13,054)</b>	<b>Net outlays on new and upgraded assets</b>	<b>(3,903)</b>	<b>(6,095)</b>	<b>(6,648)</b>	<b>(6,507)</b>
<b>(9,175)</b>	<b>Annual Net Impact to Financing Activities (surplus (deficit))</b>	<b>(1,759)</b>	<b>(6,399)</b>	<b>(6,890)</b>	<b>(6,337)</b>





**City of Mount Gambier - Statement of Comprehensive Income Draft BR2 2023/2024**

2023 Actuals	\$'000s	2024 Adopted Budget	BR1 2024	Draft BR2 2024
<b>Income</b>				
24,893	Rates	26,416	26,416	26,416
731	Statutory Charges	734	734	837
6,947	User Charges	9,193	9,399	9,141
1,071	Grants, Subsidies and Contributions - Capital	341	1,053	1,053
6,402	Grants, Subsidies and Contributions - Operating	4,707	4,758	4,728
49	Investment Income	40	53	53
755	Reimbursements	538	1,167	1,317
1,263	Other Income	311	586	596
<b>42,111</b>	<b>Total Income</b>	<b>42,280</b>	<b>44,166</b>	<b>44,140</b>
<b>Expenses</b>				
14,365	Employee Costs	15,087	15,458	15,666
17,460	Materials, Contracts & Other Expenses	17,288	19,242	19,532
10,176	Depreciation, Amortisation & Impairment	10,467	11,033	11,337
1,094	Finance Costs	2,275	1,942	1,922
<b>43,095</b>	<b>Total Expenses</b>	<b>45,117</b>	<b>47,675</b>	<b>48,458</b>
<b>(984)</b>	<b>Operating Surplus / (Deficit)</b>	<b>(2,837)</b>	<b>(3,509)</b>	<b>(4,318)</b>
1,054	Physical Resources Received Free of Charge	1,000	1,000	1,000
(364)	Asset Disposal & Fair Value Adjustments	0	0	0
5,808	Amounts Received Specifically for New or Upgraded Assets	0	0	0
<b>5,514</b>	<b>Net Surplus / (Deficit)</b>	<b>(1,837)</b>	<b>(2,509)</b>	<b>(3,318)</b>
<b>Other Comprehensive Income</b>				
<b>Amounts which will not be reclassified subsequently to operating result</b>				
90,897	Changes in Revaluation Surplus - I, PP&E	9,662	12,201	16,481
(575)	Impairment (Expense) / Recoupments Offset to Asset Revaluation Reserve	0	0	0
<b>90,322</b>	<b>Total Other Comprehensive Income</b>	<b>9,662</b>	<b>12,201</b>	<b>16,481</b>
<b>95,836</b>	<b>Total Comprehensive Income</b>	<b>7,824</b>	<b>9,692</b>	<b>13,163</b>



**City of Mount Gambier - Statement of Financial Position Draft BR2 2023/2024**

2023 Actuals	\$'000s	Adopted Budget 2024	BR1 2024	Draft BR2 2024
<b>ASSETS</b>				
<b>Current Assets</b>				
76	Cash & Cash Equivalents	553	502	501
4,155	Trade & Other Receivables	1,803	1,826	1,819
67	Inventories	61	69	69
<b>4,298</b>	<b>Total Current Assets</b>	<b>2,416</b>	<b>2,397</b>	<b>2,389</b>
<b>Non-Current Assets</b>				
399,756	Infrastructure, Property, Plant & Equipment	327,405	417,571	420,488
<b>399,756</b>	<b>Total Non-Current Assets</b>	<b>327,405</b>	<b>417,571</b>	<b>420,488</b>
<b>404,054</b>	<b>TOTAL ASSETS</b>	<b>329,821</b>	<b>419,968</b>	<b>422,877</b>
<b>LIABILITIES</b>				
<b>Current Liabilities</b>				
4,801	Trade & Other Payables	5,162	5,446	5,493
3,088	Borrowings	1,269	1,269	1,269
3,011	Provisions	2,848	3,086	3,086
<b>10,900</b>	<b>Total Current Liabilities</b>	<b>9,279</b>	<b>9,801</b>	<b>9,849</b>
<b>Non-Current Liabilities</b>				
28,519	Borrowings	38,801	35,463	34,855
3,495	Provisions	3,890	3,871	3,871
<b>32,014</b>	<b>Total Non-Current Liabilities</b>	<b>42,691</b>	<b>39,335</b>	<b>38,726</b>
<b>42,914</b>	<b>TOTAL LIABILITIES</b>	<b>51,970</b>	<b>49,136</b>	<b>48,574</b>
<b>361,140</b>	<b>Net Assets</b>	<b>277,852</b>	<b>370,832</b>	<b>374,303</b>
<b>EQUITY</b>				
87,644	Accumulated Surplus	86,991	85,135	84,326
271,174	Asset Revaluation Reserves	189,489	283,375	287,655
2,322	Other Reserves	1,372	2,322	2,322
<b>361,140</b>	<b>Total Equity</b>	<b>277,852</b>	<b>370,832</b>	<b>374,303</b>



**City of Mount Gambier - Statement of Cashflows Draft BR2 2023/2024**

2023 Actuals	\$'000s	Adopted Budget 2024	BR1 2024	Draft BR2 2024
<b>Cash Flows from Operating Activities</b>				
<b>Receipts:</b>				
24,803	Rates Receipts	26,237	26,416	26,416
731	Statutory Charges	734	734	837
6,947	User Charges	9,193	9,399	9,141
6,419	Grants, Subsidies and Contributions	4,707	4,722	4,692
49	Investment Receipts	40	53	53
755	Reimbursements	538	1,167	1,317
50	Other Receipts	311	2,914	2,931
<b>Payments:</b>				
(14,081)	Payments to Employees	(15,087)	(15,458)	(15,666)
(15,666)	Payments for Materials, Contracts & Other Expenses	(17,189)	(19,200)	(19,443)
(720)	Finance Payments	(2,275)	(1,942)	(1,922)
<b>9,287</b>	<b>Net Cash provided (or used in) Operating Activities</b>	<b>7,209</b>	<b>8,805</b>	<b>8,355</b>
<b>Cash Flows from Investing Activities</b>				
<b>Receipts:</b>				
1,071	Grants Utilised For Capital Purposes	341	1,053	1,053
5,142	Amounts Received Specifically for New/Upgraded Assets	0	0	0
40	Sale of Replaced Assets	277	385	349
20	Sale of Surplus Assets	0	0	0
<b>Payments:</b>				
(5,370)	Expenditure on Renewal/Replacement of Assets	(5,762)	(8,115)	(7,162)
(18,216)	Expenditure on New/Upgraded Assets	(3,903)	(6,648)	(6,507)
<b>(17,313)</b>	<b>Net Cash provided (or used in) Investing Activities</b>	<b>(9,048)</b>	<b>(13,324)</b>	<b>(12,266)</b>
<b>Cash Flows from Financing Activities</b>				
<b>Receipts:</b>				
10,000	Proceeds from Loans	5,002	8,056	7,447
22	Proceeds from Bonds and Deposits			
<b>Payments:</b>				
(1,905)	Repayments of Loans	(2,930)	(2,930)	(2,930)
(265)	Repayment of Lease Liabilities	(181)	(181)	(181)
0	Repayment of Bonds & Deposits	0	0	0
<b>7,852</b>	<b>Net Cash Flow provided (used in) Financing Activities</b>	<b>1,892</b>	<b>4,945</b>	<b>4,336</b>
<b>(174)</b>	<b>Net Increase/(Decrease) in Cash &amp; Cash Equivalents</b>	<b>53</b>	<b>426</b>	<b>425</b>
<b>250</b>	<b>plus: Cash &amp; Cash Equivalents - beginning of year</b>	<b>499</b>	<b>76</b>	<b>76</b>
<b>76</b>	<b>Cash &amp; Cash Equivalents - end of the year</b>	<b>553</b>	<b>502</b>	<b>501</b>



City of Mount Gambier - Statement of Equity Draft BR2 2023/2024				
2023 Actuals	\$'000s	Adopted Budget 2024	BR1 2024	Draft BR2 2024
265,304	Opening Balance	270,027	361,140	361,140
5,514	Net Surplus / (Deficit) for Year	(1,837)	(2,509)	(3,318)
	<b>Other Comprehensive Income</b>			
90,897	- Gain (Loss) on Revaluation of I,PP&E	9,662	12,201	16,481
(575)	- Impairment (loss) reversal relating to I,PP&E			
	- Impairment (expense) / recoupments offset to asset revaluation reserve			
	- Share of OCI - Equity Accounted Council Businesses			
	- Other Equity Adjustments - Equity Accounted Council Businesses			
	- Other Movements			
90,322	Other Comprehensive Income	9,662	12,201	16,481
95,836	Total Comprehensive Income	7,824	9,692	13,163
361,140	Equity - Balance at end of the reporting period	277,852	370,832	374,303





**City of Mount Gambier -Key Financial Ratios Draft BR2 2023/2024**

2023 Actuals	\$'000s	Adopted Budget 2024	BR1 2024	Draft BR2 2024
-2.3%	<b>Operating surplus ratio</b>	-6.7%	-7.9%	-9.8%
	<u>Operating surplus</u> Total operating revenue			
92%	<b>Net financial liabilities ratio</b>	117%	106%	105%
	<u>Net financial liabilities</u> Total operating revenue			
88%	<b>Asset renewal funding ratio</b>	100%	141%	124%
	<u>Expenditure on renewal/replacement of assets</u> Optimal level of such expenditure as per IAMP			



**19.6 SECOND QUARTER REPORT ON ANNUAL BUSINESS PLAN 2023/2024 ANNUAL OBJECTIVES – REPORT NO. AR23/87212**

<b>Committee:</b>	<b>Council</b>
<b>Meeting Date:</b>	<b>20 February 2024</b>
<b>Report No.:</b>	<b>AR23/87212</b>
<b>CM9 Reference:</b>	<b>AF23/328</b>
<b>Author:</b>	<b>Julie Scoggins, Manager Financial Services</b>
<b>Authoriser:</b>	<b>Sarah Philpott, Chief Executive Officer</b>
<b>Summary:</b>	<b>Annual objectives were incorporated in the 2023-2024 Annual Business Plan - this report summarises progress made in the second quarter.</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. AR23/87212 titled 'Second Quarter Report on Annual Business Plan 2023/2024 Annual Objectives' as presented on 20 February 2024 be noted.



## TYPE OF REPORT

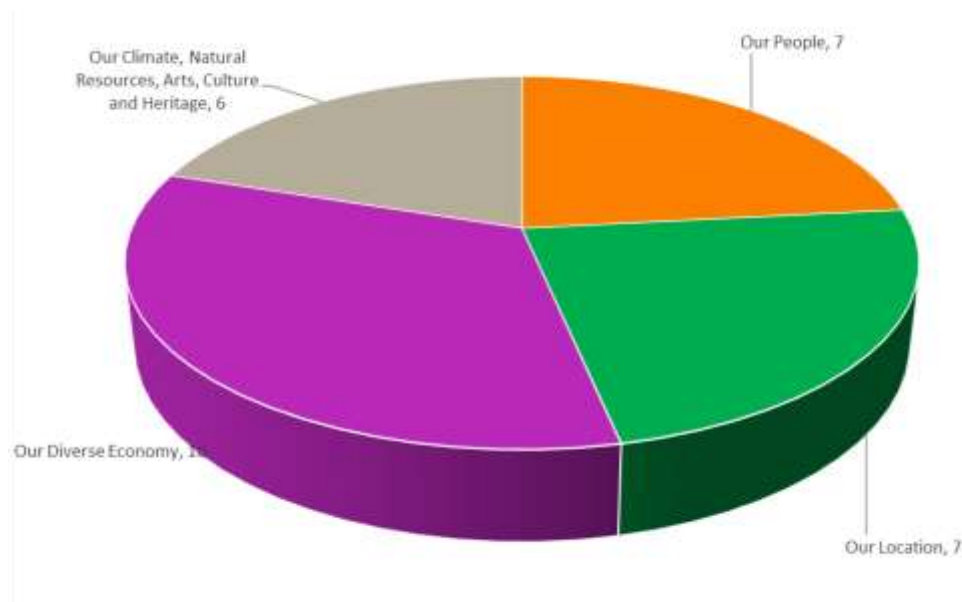
Corporate

## BACKGROUND


1. **Purpose** - The Annual Business Plan and Budget for 2023/2024 was adopted on 27 June 2023 and this report details progress against the annual objectives for the second quarter (October - December 2023). This will be brought to Council quarterly.
2. **Legislation** - Section 123 of the Local Government Act 1999 states the following:
  - (2) *Each annual business plan of a council must—*
    - (a) include a summary of the council's long-term objectives (as set out in its strategic management plans); and
    - (b) *include an outline of—*
      - (i) *the council's objectives for the financial year; and*
      - (ii) *the activities that the council intends to undertake to achieve those objectives; and*
      - (iii) *the measures (financial and non-financial) that the council intends to use to assess the performance of the council against its objectives over the financial year;*
  - (11) *However, in any event, the summary of the annual business plan must include an assessment of the extent to which the council's objectives for the previous financial year have been attained (taking into account the provisions of the annual business plan for that financial year).*

## PROPOSAL





1. **Annual Objectives** - 30 annual objectives were included in the Annual Business Plan and Budget for 2023/2024 aligned with each of the four strategic goals (as shown below):



2. **Full Update** - Attachment 1 details progress made for each objective during the second quarter 1 October - 31 December 2023.
3. **Status Definitions** - Each annual objective has been allocated a status in accordance with the following key:

	In Progress	Work is underway and is on track to be delivered in accordance with the Annual Business Plan.
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	At Risk	Work is underway, but may not be delivered on time/ budget/ in accordance with Annual Business Plan.
	Completed	The annual objective has been delivered/ completed
	Ongoing	The annual objective represents ongoing activities.
	Not Started	Work has not commenced.

4. **Quarter 2 Delivery** – Overall, the majority of annual objectives are in progress as shown below:



- **In Progress** - 21 annual objectives are in progress with details included in the attachment.
  - **At Risk** - None.
  - **Completed** - None.
  - **Ongoing** - Delivery of community programs, operation of Wulanda Recreation and Convention Centre, development professional advice and assistance and legislative compliance activities, and waste reduction/sustainability activities.
  - **Not Started** - Maintenance plans and Hastings Cunningham Reserve discussions.
5. **Next Update** - The next update will be provided to Council reporting on performance in the third quarter at the May Council meeting.

## LEGAL IMPLICATIONS

As detailed in the background section.

## STRATEGIC PLAN

This report is an update of the progress against each of Council's annual objectives included in the Annual Business Plan aligned with the strategic plan and the four strategic goals.

## COUNCIL POLICY

Nil

## ECONOMIC IMPLICATIONS

Nil

## ENVIRONMENTAL IMPLICATIONS

As included in the annual objectives that relate to environmental sustainability.

## SOCIAL IMPLICATIONS

As included in the progress of annual objectives that address social outcomes.





## **CULTURAL IMPLICATIONS**

As included in the progress of annual objectives that address cultural outcomes.

## **RESOURCE IMPLICATIONS**

The annual objectives are being delivered aligned with current Council resources including staffing and budget.

## **VALUE FOR MONEY**

The annual objectives are being delivered in line with the budget and the procurement policy and procedures.

## **RISK IMPLICATIONS**

Nil

## **EQUALITIES AND DIVERSITY IMPLICATIONS**

Nil

## **ENGAGEMENT AND COMMUNICATION STRATEGY**

A report will be brought to Council on a quarterly basis.

## **IMPLEMENTATION STRATEGY**

Nil

## **CONCLUSION AND RECOMMENDATION**

That Council note the progress as at Quarter 2 as provided in this report and the attachment.

## **ATTACHMENTS**

1. Q2 2023/2024 Annual Objectives Progress [↓](#)



# Annual Business Plan 2023-2024

## Quarter 2 Progress Against Annual Objectives

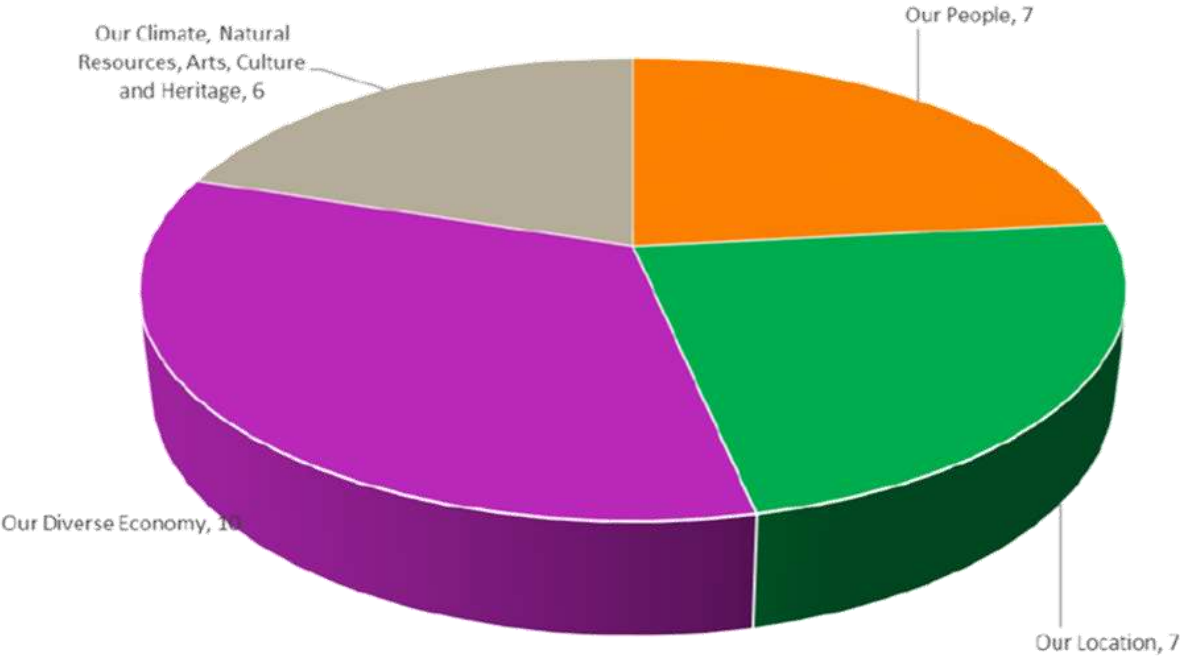
### February 2023

City of  
Mount Gambier



# ORGANISATIONAL OVERVIEW

## Annual Objectives By Strategic Goal



# ORGANISATIONAL OVERVIEW

## Annual Objectives Dashboard











# GOAL 1 - Our People

## Annual Objectives Dashboard



Annual Objective		Responsibility	Status	Comments/ Highlights
1.1.	Delivery of community programs.	Corporate & Regulatory Services		Regular Programs in the Library throughout the quarter. Author talks, School Holiday Programs, After School Clubs, U5 programs, Digital Literacy Training, Local History research support, displays, exhibitions and supporting / partnering with organisations/businesses to run one off events and programs.
1.2	Development of the Disability Access and Inclusion Plan 2024-2028 and supporting implementation plan.	Corporate & Regulatory Services		Implementation Plan is undergoing internal review.
1.3.	Implementation of a Volunteer Management Plan.	Corporate & Regulatory Services		The Volunteer Management Plan is complete and has been endorsed by Council, however in developing the Plan, some initiatives were identified as high priority due to their risk profile which has resulted in some additions work added to the scope.
1.4	Implementation of a consistent approach to the administration of community grants to ensure transparency and accountability.	City Infrastructure		Council considered and adopted the implementation approach in December 2023. The implementation of the software is progressing.
1.5	Progressing development of new Reconciliation Action Plan and deliver the initial stage of actions.	City Infrastructure		Reconciliation Australia Barometer Survey completed for 2023. Review and evaluation of existing RAP underway.
1.6	Development of Affordable Housing Strategy in line with other levels of Government.	City Infrastructure		Progressing in line with the SA Local Affordable Housing Tool Kit, including research, data collection, stakeholder engagement including collaborating with Uni SA.



Annual Objective		Responsibility	Status	Comments/ Highlights
1.7				
	Develop a Dog and Cat Management Plan aligned with legislation.	Office of the CEO		Community consultation of final draft plan is complete and will go to Council in January 2024 for approval.






# GOAL 2 – Our Location





## Annual Objectives Dashboard





Annual Objectives		Responsibility	Status	Comments/ Highlights
2.1	Deliver the capital works program.	City Infrastructure		Planning and procurement occurred in both Q1 and Q2. The following major projects: O'Leary Road intersection, Valley Lakes Toilets and Railway Station Toilets were completed in this quarter.
2.2	Phased delivery of maintenance plans identified for FY 2024.	City Infrastructure		Upon receipt of the building valuation and condition ratings, the Building Asset Register will be updated and a phased maintenance plan developed.
2.3	Develop the asset management planning approach and implement in 2023/24.	City Infrastructure		Updated Asset Management Plans have been drafted for Caroline Landfill, Infrastructure and Plant and Equipment.










Annual Objectives		Responsibility	Status	Comments/ Highlights
2.4	Undertake a review of Council's property and land assets to understand risks and opportunities to Council's financial sustainability.	Corporate & Regulatory Services		Desktop review of occupied assets conducted.
2.5	Support State Government in the development of the Regional Plan.	City Infrastructure		Is being prepared by the State Government, is to be referred to the State Planning Commission in early 2024. Council provides input when requested and as opportunities arise.
2.6	Progress discussions with State Government on former rail lands adjacent to Hastings Cunningham Reserve.	Corporate & Regulatory Services		There has been no further update on discussions relating to the former Rail Lands. Awaiting further advice from State Government on their intentions for their land.
2.7	Finalise Blue Lake Sports Park Masterplan and seek opportunities for grant funding or other options to progress the masterplan outcomes.	City Infrastructure		Actively pursuing funding opportunities. Collaboration between key stakeholders is progressing well.



# GOAL 3 – Our Diverse Economy

## Annual Objectives Dashboard



Annual Objectives		Responsibility	Status	Comments/ Highlights
3.1	Create a seamless, soft landing website/ webpage for investment/attraction (and retention) in Mount Gambier.	City Infrastructure		Initial procurement acquisition and scope progressed. Commenced user groups meetings to define content. The procurement will be progressed with the Tourism Project.
3.2	Create a seamless, soft landing website/ webpage for Tourism in Mount Gambier.	City Infrastructure		Initial procurement acquisition and scope progressed. Commenced user groups meetings to define content. The procurement will be progressed with the Investment and Attraction project.
3.3	Activate and operate the Wulanda Recreation and Convention Centre	City Infrastructure		Business as usual with monthly meetings in place to review performance.
3.4	Development of consultation activities that ensure that the community is engaged.	City Infrastructure		Council endorsed new community panel engagement initiative for Mount Gambier 2035.
3.5	To provide professional advice and assistance to Council, colleagues, industry partners and the community in respect to development matters.	City Infrastructure		Council continues to assess Development Applications within accordance with legislative requirements. Due to a heavy workload, increasing numbers of applications are being processed at the end of the legislative timeframes.
3.6	To ensure development is carried out in accordance with relevant legislation, standards and codes to facilitate outcomes.	City Infrastructure		Council Officer's continue to undertake inspections as per the practice direction.
3.7	Provide community education, awareness and incentive programs to reduce waste.	City Infrastructure		Target has been met but additional programs continue to be delivered.











Annual Objectives		Responsibility	Status	Comments/ Highlights
3.8	Continue sift and sort activities and programs to support the reduction in waste to landfill.	City Infrastructure	●	This KPI is on target due to waste reduction sift and sort activities that are part of daily operations.
3.9	Development of Waste Management Masterplan.	City Infrastructure	●	Drafting of Waste masterplan and Financial modelling is underway.
3.10	Undertake a review of the delivery and location of visitor information services.	City Infrastructure	●	Design Suite & Wayfinding Strategy endorsed in November 2023. Implementation plan is underway.



# GOAL 4 – Our Climate, Natural Resources, Arts, Culture and Heritage

## Annual Objectives Dashboard



Annual Objectives		Responsibility	Status	Comments/ Highlights
4.1	Deliver a beacon art project and agree the approach for future similar projects.	City Infrastructure		An initial scope has been developed and is being refined.
4.2	Completion of holistic document to guide the activation of the Crater Lakes Precinct and delivery of supporting implementation plan.	City Infrastructure		Awaiting Cultural Heritage Assessment to progress document.
4.3	Reduce carbon and other greenhouse gas emissions in capital projects and operational practices.	City Infrastructure		Currently reviewing existing materials supply contracts to include provision of using recyclable materials.
4.4	Establish renewable energy capability on Council facilities.	City Infrastructure		Solar lighting on the Rail Trail (11.2 km) has been completed and energy audits have been conducted on a number of major sites and efficiencies identified. Currently seeking funding for identified initiatives.
4.5	Develop the Shared Use Path implementation plan.	City Infrastructure		Draft masterplan has been developed and will be workshopped with Council.
4.6	Develop and adopt a prioritised implementation plan (SROSS) to inform Council's actions to deliver, including required masterplans for Council's Open Space assets.	City Infrastructure		Cross-council project team established and implementation planning is underway for incorporation in the Asset Management Plan. Progress is underway for the Rail Lands playground.



**19.7 ELECTOR REPRESENTATION REVIEW - APRIL 2024 - APRIL 2025 – REPORT NO. AR24/4944**

<b>Committee:</b>	<b>Council</b>
<b>Meeting Date:</b>	<b>20 February 2024</b>
<b>Report No.:</b>	<b>AR24/4944</b>
<b>CM9 Reference:</b>	<b>AF23/328</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 is presented to notify Council of the impending commencement of an Elector Representation Review under section 12 of the Local Government Act 1999 as is required to be conducted during the period April 2024-April 2025 by Notice in the SA Government Gazette dated 9 July 2020.</b>
<b>Strategic Plan Reference:</b>	<b>Goal 1: Our People Goal 5: Our Commitment</b>

**REPORT RECOMMENDATION**

1. That Council Report No. AR24/4944 titled 'Elector Representation Review - April 2024 - April 2025' as presented on 20 February 2024 be noted.





## **TYPE OF REPORT**

Legislative

## **BACKGROUND**

Each Council is required to conduct an Elector Representation Review under section 12 of the Local Government Act 1999 during the relevant period determined by the Minister by Notice in the Gazette.

An Elector Representation Review provides a comprehensive examination of all aspects of a Council's composition including the ratio and number of Elected Members, ward structure/options, and potentially the name of the Council.

The City of Mount Gambier last conducted a review in the period April 2016 - April 2017, resulting in the current membership comprising eight (8) Councillors and a Mayor from the November 2018 local government elections, and no changes to the Council name or to re-establish a ward structure.

By Notice in the Gazette dated 9 July 2020 the Minister determined that the relevant period for the City of Mount Gambier to conduct its next Elector Representation Review is April 2024 - April 2025.

## **PROPOSAL**

In anticipation of an Elector Representation Review being conducted over the 2023/24 and 2024/24 financial years a budget allocation of \$10,000 was provided in the 2023/24 Budget to enable commencement of the review, with a further budget allocation to be presented in the 2024/25 Budget process to enable completion of the review.

This report is provided to advise Council of the impending commencement of an Elector Representation Review and that CL Rowe and Associates have been engaged to assist with conducting the review, including the preparation of reports/options and to attend Elected Member Workshops as the review progresses.

CL Rowe and Associates are experienced with the conduct of Elector Representation Reviews and are familiar with the City of Mount Gambier having conducted Council's most recent Elector Representation Reviews in 2016/2017 and 2008/2009.

## **LEGAL IMPLICATIONS**

The conduct of an Elector Representation Review during the relevant period determined by the Minister is a legislative requirement of section 12(4) of the Local Government Act 1999.

Failure to undertake a review or to take appropriate action or publish appropriate notices as required by section 12 of the Act are matters that must be referred to the Electoral Commission under section 12(19), who may take such action as appear appropriate in the circumstances (subsection 20) and recover the reasonable costs incurred from the Council (subsection 21).

## **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**

The conduct of an Elector Representation Review is a legislative requirement and budgeted expense.

In anticipation of an Elector Representation Review being conducted over the 2023/24 and 2024/24 financial years a budget allocation of \$10,000 was provided in the 2023/24 Budget to enable commencement of the review, with a further budget allocation to be presented in the 2024/25 Budget process to enable completion of the review.

## **VALUE FOR MONEY**

N/A

## **RISK IMPLICATIONS**

The risk of Council not conducting, or not properly conducting an Elector Representation Review is that it may not deliver a Council structure that the community seek, the review may not be certified by the Electoral Commissioner, or the review or any deficiency may be conducted by the Electoral Commissioner removing Council and Elected Members influence over the options and outcomes.

## **EQUALITIES AND DIVERSITY IMPLICATIONS**

N/A

## **ENGAGEMENT AND COMMUNICATION STRATEGY**

Public Consultation is an important part of the Elector Representation Review process. Information on the public consultation steps will be presented when the review process commences.

## **IMPLEMENTATION STRATEGY**

Information on the implementation strategy will be presented when the review process commences.

## **CONCLUSION AND RECOMMENDATION**

This report is provided to advise Council of the impending commencement of an Elector Representation Review. Further reports will be presented as the review process commences and progresses.

## **ATTACHMENTS**

Nil



## 20 MOTIONS WITH NOTICE

### 20.1 NOTICE OF MOTION - WULANDA RECREATION AND CONVENTION CENTRE

**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 20 February 2024, I intend to move the following motion:

#### MOTION

1. That Council Report No. AR24/10637 titled 'Notice of Motion - Wulanda Recreation and Convention Centre' as presented on 20 February 2024 be noted.
2. That a status report be prepared for the March 2024 Council meeting on the Wulanda Recreation and Convention Centre.
3. That any items that may require a budget allocation or adjustment be costed and included in the report.

#### RATIONALE

The Wulanda Recreation and Convention Centre has been operating for over 12 months now. Noting that the Defect Liability Period is nearing conclusion and the membership and community patronage has far exceeded expectation, it would be timely for an update to be provided during the budget setting process.

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 QUESTION WITH NOTICE - CRATER LAKES UNSOLICITED PROPOSAL – REPORT NO. AR24/6182

#### 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 AR24/6182 Question With Notice - 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 regarding Crater Lakes Unsolicited Proposal contains commercial information of a confidential nature provided to Council in-confidence, the consideration of which if conducted in open could prejudice the position of Council or the party that provided the information or confer a 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.

#### 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 AR24/6182 Question With Notice - 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 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, whichever is the later.

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 - UNSOLICITED PROPOSAL - PROPERTY THIRD PARTY PROPOSAL – REPORT NO. AR24/6186**

### **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 AR24/6186 Question With Notice - Unsolicited Proposal - Property Third Party Proposal.

The Council is satisfied that, pursuant to section 90(3) (a), (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 would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead)
- information the disclosure of which could reasonably be expected to confer a commercial advantage on a person with whom the Council is
  - conducting business; or
  - proposing to conduct business; or
  - to prejudice the commercial position of the Council
- commercial information of a confidential nature (not being a trade secret) the disclosure of which could reasonably be expected:
  - to prejudice the commercial position of the person who supplied the information, or
  - to confer a commercial advantage on a third party

The Council is satisfied that the principle that the meeting be conducted in a place open to the public has been outweighed in the circumstances because the information to be received and discussed, if conducted in open could reveal confidential 3rd party commercial information, and confer advantage on 3rd parties, and prejudice the Council's commercial position 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 AR24/6186 Question With Notice - Unsolicited Proposal - Property Third Party 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) (a),

(b) and (d) be kept confidential and not available for public inspection until 2 years after the 3rd party proposal has been settled or abandoned, with the exception of any information that is prohibited from being withheld under s91(8) being disclosed being released upon any arrangements being fully executed by both parties, or any part of the information determined by the Chief Executive Officer to be released under delegation.

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, 23 JANUARY 2024 AT 6.00 P.M.**

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

<b>OFFICERS IN ATTENDANCE:</b>	Chief Executive Officer General Manager City Infrastructure General Manager Corporate and Regulatory Services Manager Governance and Property Manager Financial Services Manager Strategic Projects Manager Development Services Communications Officer Executive Administrator	- Mrs S Philpott - Ms B Cernovskis - Mrs J Fetherstonhaugh - Mr M McCarthy - Mrs J Scoggins - Ms T McPherson - Mrs T Tzioutziouklaris - Ms M Brookes - Mrs A Pasquazzi
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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**

**RESOLUTION 2024/1**

Moved: Cr Jason Virgo

Seconded: Cr Kate Amoroso

That the apology from Cr Mark Lovett be received.

**CARRIED**

**3 LEAVE OF ABSENCE**

Nil

**4 CONFIRMATION OF COUNCIL MINUTES**

**RESOLUTION 2024/2**

Moved: Cr Max Bruins

Seconded: Cr Frank Morello

That the minutes of the Ordinary Council meeting held on 12 December 2023 be confirmed as an accurate record of the proceedings of the meeting.

**CARRIED**

## 5 MAYORAL REPORT

### 5.1 MAYORAL REPORT - JANUARY 2024

- Junior Sports Assistance Fund Committee Meeting
- With CEO, introductory meeting with new SAPOL Superintendent
- With CEO, meeting with Peter Gandolfi re Research, Education and Training Precinct
- Blue Lake Carols
- With CEO, meeting with Interim EO, LCLGA
- Community Christmas Lunch
- Meeting with EO, LCLGA
- Welcome to LCLHN Medical Interns
- Mount Gambier 2035 – Morning Tea at Eureka Village
- SAROC Meeting in Adelaide
- Radio Interview 5GTR-FM

**RESOLUTION 2024/3**

Moved: Cr Frank Morello

Seconded: Cr Jason Virgo

That the Mayoral report made on 23 January 2024 be received.

**CARRIED**

## 6 REPORTS FROM COUNCILLORS

- |                  |   |
|------------------|---|
| Cr Josh Lynagh   | Cycling for Mental Health finish line event, New Years Eve celebration at Cave Gardens, Kings Challenge at Borderline Speedway. |
| Cr Paul Jenner   | Public Lighting Working Group - Smart Lighting Sub Group, Kings Challenge at Borderline Speedway.                               |
| Cr Sonya Mezinec | 2035 consultations - Blue Lake Carols, Meeting re community engagement and strategy for Riddoch Arts and Cultural Trust.        |

**RESOLUTION 2024/4**

Moved: Cr Jason Virgo

Seconded: Cr Max Bruins

That the reports made by Councillors on 23 January 2024 be received.

**CARRIED**

## 7 QUESTIONS WITH NOTICE

### 7.1 QUESTION WITH NOTICE - DISABILITY WORKFORCE POLICY

The following question was received from Cr Kate Amoroso:

**Question**

Can an update be provided on how our disability workforce policy is going?

**Response**

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

The organisation conducted an internal review in 2022 for Traineeship, Apprentice and Supported workers and paused all programs while we implemented strategies that would provide robust and structured framework that provided a better induction, support, training for the participants

As a result of this we have committed to prepare a Trainee/ Apprenticeship/supported worker framework.

This framework will serve as a structured guideline for the recruitment, onboarding, training, and overall development of trainees and supported workers within the City of Mount Gambier, aligning with the relevant Australian standards.

This work is well progressed and will be endorsed by the ELT and presented at an Elected Member Briefing once finalised. This will hopefully be completed before the end of March

We also look for opportunities in our contracts – for example the Library Café, “Bookmarked by Kefi”, is run by a Social Enterprise which provides opportunities for vulnerable people and people with a disability.

**7.2 QUESTION WITH NOTICE - LIMESTONE COAST ROAD TOLL**

The following question was received from Cr Kate Amoroso:

**Question**

How is our Council actively engaging with the state government to advocate for improved road infrastructure and maintenance on behalf of our community, with the goal of reducing the alarming and devastating road toll in South Australia?

**Response**

*Mayor Lynette Martin provided the following response:*

Thank you for your question Cr Amoroso and of course road safety and the road toll is of concern to us all. I can tell you that the Limestone Coast Local Government Association has been meeting with the Department for Infrastructure & Transport on a regular basis, the most recent meeting was held in October 2023 and will be ongoing on a six monthly basis.

These meetings provide the opportunity for councils to address matters of concern and of course road safety is discussed.

We all acknowledge the condition of the road network is a factor, but unfortunately also to be taken into account is human error.

South Australian councils manage 11% or 75,000 kms of Australia's local road network and we know we can influence road safety by improving safety on roads.

We need to keep advocating for more state and federal funding to maintain a safe road network.



In addition City of Mount Gambier wrote to Minister Koutsantonis in September 2022 and again in October 2023 as a result of council resolutions, pointing out the deterioration in DIT roads and inviting him to visit Mount Gambier.

This correspondence has been provided to members via the Friday Edition.

The CEO and I have a meeting with Minister Koutsantonis on 13 March to discuss matters of concern.

### **7.3 QUESTION WITH NOTICE - VALLEY LAKES PUBLIC TOILETS CLEANING**

The following question was received from Cr Paul Jenner:

#### **Question**

What council regularly does with cleaning of the Valley Lakes Public Toilets, is it recorded, why some were closed for a short period over the Christmas break and what Council actioned.

#### **Response**

*General Manager City Infrastructure provided the following response:*

The Valley Lakes Toilets get a full clean once a day and the high use areas are inspected a second time (usually in the afternoon) - if they require a full clean or a part clean upon inspection, they are cleaned, if they don't need cleaning they are just topped up with toilet paper and hand towels.

Yes, time and date of the clean is recorded on a cleaning register in the toilets.

Councillors would be aware that we did have a couple of days over Christmas where some of the toilets were unable to be used. This was due to vandalism, with toilets blocked with rocks/stones and also with paper towel. We could not fix it ourselves as they were too badly blocked and had to wait for the contractor. Some toilets were closed and signage put up.

### **7.4 QUESTION WITH NOTICE - HASTINGS CUNNINGHAM RESERVE DOG PARK**

The following question was received from Cr Paul Jenner:

#### **Question**

Recently, I've heard that at Hastings Cunningham Reserve's dog park, members of the general public have been putting up their own structures. According to a Facebook post by the Mount Gambier and District Residents and Ratepayers Association, numerous individuals have reportedly lodged complaints with the Council regarding these matters.

Could the Council provide a detailed account of the complaints received over the past 18 months and the resolutions, if any, that were implemented in response to these concerns within the community?

#### **Response**

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

Council records including customer requests and correspondence received indicate that there were 43 requests from July 2022 to December 2023:

Replacement of Dog Bags in dispenser	20
--------------------------------------	----

Drainage	5
Mowing request	5
Weeds	3
Bins	2
Dog incident	2
Dog Injury	1
Maintenance of the access track	1
General maintenance issues	1
Request for upgrade of facilities	1
Shelter maintenance	1
Tree maintenance	1
<b>Grand Total</b>	<b>43</b>

Most requests have been resolved with the exception of the drainage, access track and upgrade of facilities.

In regards to drainage, the infrastructure team have come up with a solution and will be endeavouring to do this as soon as they are able. The access track is planned to be re gravelled and rolled before winter.

Any upgrades will be considered as part of the Master Planning for the park, in conjunction with users of the facility. This work is due to commence next financial year.

## **8 QUESTIONS WITHOUT NOTICE**

Nil

## **9 PETITIONS**

Nil

## **10 DEPUTATIONS**

Nil

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

Nil

## **12 ELECTED MEMBERS INFORMATION BRIEFING SESSIONS**

Nil

## **13 ELECTED MEMBERS TRAINING AND DEVELOPMENT**

Nil

**14 COUNCIL ACTION ITEMS****14.1 COUNCIL ACTION ITEMS - 12/12/2023****RESOLUTION 2024/5**

Moved: Cr Max Bruins

Seconded: Cr Sonya Mezinac

1. That Council Report No. AR23/81528 titled 'Council Action Items - 12/12/2023' as presented on 23 January 2024 be noted.

**CARRIED**

**15 JUNIOR SPORTS ASSISTANCE (SECTION 41) COMMITTEE MINUTES AND RECOMMENDATIONS****15.1 MINUTES OF THE JUNIOR SPORTS ASSISTANCE FUND HELD ON 13 DECEMBER 2023****RESOLUTION 2024/6**

Moved: Cr Josh Lynagh

Seconded: Cr Kate Amoroso

That the Minutes of the Junior Sports Assistance Fund meeting held on 13 December 2023 as attached be noted.

**CARRIED**

**15.2 ROTARY CLUB OF MOUNT GAMBIER LAKES - DONATION TO FINANCIALLY DISADVANTAGED JUNIOR SPORTSPERSONS - SECOND CALL FOR 2023 – REPORT NO. AR23/80893**

**RESOLUTION 2024/7**

Moved: Cr Josh Lynagh

Seconded: Cr Sonya Mezinac

1. That Junior Sports Assistance Fund Report No. AR23/80893 titled 'Rotary Club of Mount Gambier Lakes - Donation to Financially Disadvantaged Junior Sportspersons - Second Call for 2023' as presented on 13 December 2023 be noted.
2. The funding be made available to the Member Organisations named below to assist the identified juniors to achieve their fullest participation with the specific purpose donation from the Rotary Club of Mount Gambier Lakes - Donations to Financially Disadvantaged Junior Sportspersons initiative, to be used in accordance with their respective confidential application:

(a) Mount Gambier and Districts Pony Club	\$300
(b) Mount Gambier Cycling Club	\$300
(c) Mount Gambier Swimming Club	\$300
(d) Blue Lake Y Swim Club	\$600
3. The additional \$300 be funded from the Junior Sports Assistance Fund.
4. A cheque handover presentation be co-ordinated with Members of the Rotary Club of Mount Gambier Lakes to show the Funds appreciation for their ingoing support to the Disadvantaged Junior Program.

**CARRIED**

**15.3 ROTARY CLUB OF MOUNT GAMBIER LAKES - FINANCIALLY DISADVANTAGED JUNIOR SPORTSPERSONS PROGRAM - RENAMING OF PROGRAM 2024 – REPORT NO. AR23/83867**

**RESOLUTION 2024/8**

Moved: Cr Josh Lynagh

Seconded: Cr Paul Jenner

1. That Junior Sports Assistance Fund Report No. AR23/83867 titled 'Rotary Club of Mount Gambier Lakes - Financially Disadvantaged Junior Sportspersons Program - Renaming of Program 2024' as presented on 13 December 2023 be noted.
2. That, subject to the concurrence of the Rotary Club of Mount Gambier Lakes, the 2024 Rotary funded Junior Sports Assistance Fund Program be renamed to:

Rotary Club of Mount Gambier Lakes Youth Empowerment Sports Program

**CARRIED**

**16 AUDIT AND RISK COMMITTEE MINUTES AND RECOMMENDATIONS**

Nil



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

Nil

**18 BUILDING FIRE SAFETY COMMITTEE MINUTES**

Nil

**19 COUNCIL REPORTS****19.1 DOG AND CAT MANAGEMENT PLAN 2024 - 2028****RESOLUTION 2024/9**

Moved: Cr Max Bruins

Seconded: Cr Paul Jenner

1. That Council Report No. AR24/464 titled 'Dog and Cat Management Plan 2024 - 2028' as presented on 23 January 2024 be noted.
2. That Council approve the Dog and Cat Management Plan 2024 - 2028 as presented for submission to the Dog and Cat Management Board for approval, with Appendix A to be amended as per item 4 below.
3. That Council adopt the final version of the Dog and Cat Management Plan 2024 - 2028, including any minor amendments as required by the Dog and Cat Management Board.
4. That Council, pursuant to the power contained in section 246(3)(e) of the *Local Government Act 1999* and Clause 9.1 of By-law No. 5 – Dogs 2018, declare the following areas of local government land and public places as dog on-leash areas:
  - (a) Cave Gardens/ Thugi,
  - (b) Engelbrecht Cave,
  - (c) Lady Nelson,
  - (d) Olympic Park,
  - (e) Rail Lands Walking Track, and
  - (f) Valley Lake / Ketla Malpi Crater area.
  - (g) Umpherston Sinkhole
  - (h) Vansittart Park
5. Maps geographically highlighting the on- leash areas and off-leash areas as per the Dog and Cat Management Plan 2024 - 2028 be added to Councils website as soon as practicable.
6. Pursuant to the power contained in section 246(3)(e) of the Local Government Act 1999, the Council resolves that, clause 10.2 of By-law No. 5 – Dogs 2018 regarding dog prohibited areas, apply to:
  - (a) All sporting fields and ovals at Blue Lakes Sports Park.

**CARRIED****MOTION**

**RESOLUTION 2024/10**

Moved: Cr Paul Jenner

Seconded: Cr Max Bruins

Cr Jenner requested his questions and answers be included in the minutes of this meeting.

**CARRIED****Question**

On Page 37 of the agenda, in the first sentence, it states; a supporting implementation plan will be developed to ensure actions are delivered in accordance with the proposed timeframes. What is the timeframe for development of this plan?

**Response**

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

The implementation plan will be developed by June 2024 as part of our annual strategic workplan process. Delivery of the projects will occur over the life of the plan.

**Question**

Has either the South East Animal Welfare League or the Mount Gambier & District Residents and Ratepayers Association put forward in the an appropriate way either positive or negative comments or correspondence to do with helping construct the new Dog and Cat policy for the City of Mount Gambier. If so what did they do please?

**Response**

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

I am aware that individual members or the two groups participated in the first round of consultation, including the public forums held at the library. This feedback was used to inform the draft plan. No written submissions were received on the draft plan which was promoted though Council's Have Your Say website and Facebook page, distributed to a wide range of stakeholders and promoted through the local media.

Pursuant to Section 74 of the Local Government Act 1999, Cr Josh Lynagh disclosed a general conflict of interest in Item 19.2.

In accordance with Section 75B Cr Josh Lynagh informed the meeting:

Nature of Interest:

*This item relates to advocacy with different levels of government, and I work for State Minister Clare Scriven.*

Intention to Participate:

*I intend to stay in the meeting and vote on the matter. I will not move or second the motion, nor will I be engaging in discussion or debate on the matter.*

Reason for Participating:

*The action that I am taking is sufficient to address and deal with my conflict adequately by not moving or seconding the motion or speaking to the motion. I intend to vote and represent the community with my vote as I feel that is important.*

In accordance with Section 75B of the Local Government Act 1999 Cr Josh Lynagh remained in the meeting for Item 19.2.

## **19.2 PARTNERSHIP PRIORITIES AND ADVOCACY 2024 - 2025**

### **RESOLUTION 2024/11**

Moved: Cr Frank Morello

Seconded: Cr Paul Jenner

1. That Council Report No. AR24/718 titled 'Partnership Priorities and Advocacy 2024 - 2025' as presented on 23 January 2024 be noted.
2. That Council endorse the City of Mount Gambier Partnership Priorities and Advocacy 2024 - 2025 document as attached to Report No. AR24/718.

**CARRIED**

Having participated in the meeting for 19.2 Cr Josh Lynagh voted in favour of the motion.

## **19.3 CBD ACTIVATION UPDATE**

### **RESOLUTION 2024/12**

Moved: Cr Max Bruins

Seconded: Cr Sonya Meziniec

1. That Council Report No. AR24/2166 titled 'CBD Activation Update' as presented on 23 January 2024 be noted.

**CARRIED**

## **19.4 POLICY REVIEWS**

### **RESOLUTION 2024/13**

Moved: Cr Paul Jenner

Seconded: Cr Max Bruins

1. That Council Report No. AR23/81491 titled 'Policy Reviews' as presented on 23 January 2024 be noted.
2. The updated policies as attached to Council Report No. AR23/81491 be endorsed:
  - M205 Members - Mayor - Anniversary Messages
  - E115 Elections - Council Entitlement to Vote
3. That M225 Members - Service Recognition Policy be deferred for further discussion.
4. That the Chief Executive Officer or Delegate be authorised to make any necessary changes to the policy 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**

**19.5 POLICY REVIEW - F140 FLAG PROTOCOL****RESOLUTION 2024/14**

Moved: Cr Paul Jenner

Seconded: Cr Max Bruins

1. That Council Report No. AR23/64148 titled 'Policy Review - F140 Flag Protocol' as presented on 23 January 2024 be noted.
2. That Council endorses the reviewed and updated Flag Protocol Policy F140 as attached to Council Report No. AR23/64148 (Attachment 1).
3. That Council notes and endorses the relocation, subject to any necessary approvals for installation of additional flag poles, of the Aboriginal and Torres Strait Islander Flags from their current position in the Cave Garden Precinct, to be flown together with the Australian, State and Mount Gambier Flags adjacent the Civic Centre (opposite the Library entrance), and in any event in accordance with the Prime Minister's Flag Flying Protocols and:
  - (a) Retaining the community/special occasion flagpoles in the Cave Garden Precinct (near the Commercial Street East / Watson Terrace intersection – opposite Jens Hotel)
  - (b) Retaining the existing RSL flagpole in the Cave Garden Precinct, facing Commercial Street East (adjacent the Gardiner fountain)
4. That Council notes and supports the review, in consultation with our local first nations community and cultural authority, the flying of the Aboriginal and Torres Strait Islander flags at other Council business locations and, where supported by cultural feedback, to add flagpoles at supported locations in accordance with the Council Flag Protocol Policy and the Prime Minister's Flag Flying Protocols.

The implementation of any such changes/additions to occur over time, in conjunction with any associated facility planning activities, and pending any necessary approvals and budget allocations for purchase and installation.
5. That the Chief Executive Officer or Delegate be authorised to make any necessary changes to the policy 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****19.6 POLICY REVIEW - S92 CODE OF PRACTICE FOR ACCESS TO MEETINGS AND DOCUMENTS****RESOLUTION 2024/15**

Moved: Cr Sonya Mezinac

Seconded: Cr Josh Lynagh

1. That Council Report No. AR24/2726 titled 'Policy Review - s92 Code of Practice for Access to Meetings and Documents' as presented on 23 January 2024 be noted.



2. That, having considered the results of public consultation and to ensure continuity of existing meeting procedures whilst more comprehensive Council determined meeting procedures are being considered, Council hereby adopts the following policies:
  - (a) (Substitute) '*Section 92 Code of Practice for Access to Meetings and Documents*' (Attachment 1)
  - (b) (Interim) '*Council Determined Meeting Procedures Policy*' (Attachment 2)as attached to Council Report No. AR24/2726.
3. That the Chief Executive Officer or Delegate be authorised to make any necessary changes to the policy 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**

## 19.7 INFORMATION SECURITY POLICY

### RESOLUTION 2024/16

Moved: Cr Paul Jenner  
Seconded: Cr Sonya Meziniec

1. That Council Report No. AR24/1061 titled 'Information Security Policy' as presented on 23 January 2024 be noted.
2. That the Information Security Policy as attached to Report No. AR24/1061 be adopted.
3. That the Chief Executive Officer or Delegate be authorised to make any necessary changes to the policy 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**

## 19.8 SUBMISSION - LOCAL GOVERNMENT ELECTION / PARTICIPATION REVIEW

### RESOLUTION 2024/17

Moved: Cr Jason Virgo  
Seconded: Cr Frank Morello

1. That Council Report No. AR24/2729 titled 'Submission - Local Government Election / Participation Review' as presented on 23 January 2024 be noted.
2. That, having considered the Office of Local Government Local Government Participation / Elections Review Discussion Paper and Local Government Association SA Review Discussion Paper and Consultation Paper, the draft submission paper attached to Council Report No. AR24/2729 (Attachment 1) be endorsed for submission to the Local Government Association SA and Office of Local Government.

3. That the Chief Executive Officer or Delegate be authorised to make any necessary changes to the 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**

## **19.9 REVIEW OF COUNCIL DELEGATION UPDATES - JANUARY 2024**

### **RESOLUTION 2024/18**

Moved: Cr Frank Morello

Seconded: Cr Max Bruins

1. That Council Report No. AR24/193 titled 'Review of Council Delegation Updates - January 2024' as presented on 23 January 2024 be noted.
2. That Council grants the delegation of powers and functions of the Council as provided for in the tables accompanying Council Report No. AR24/193 (**Attachment 1**) to the person occupying or acting in the office of Chief Executive Officer of the Council pursuant to section 44 of the Local Government Act 1999.
3. The delegations granted in resolution (2) above pursuant to:
  - (a) the Local Government Act to the Council's Chief Executive Officer, in accordance with sections 44(4)(b) and 101 of the Local Government Act, but subject to section 44(3a) of the Local Government Actmay, unless indicated by resolution or in the tables accompanying Council Report No. AR24/193, be further sub-delegated by the Chief Executive Officer or delegate.
4. Planning, Development and Infrastructure Act Delegations
  - (a) In exercise of the power contained in Section 44 of the Local Government Act 1999 the powers and functions under the Planning, Development and Infrastructure Act 2016 and statutory instruments made thereunder contained in the proposed Instrument of Delegation (**Attachment 2** accompanying Report No. AR24/193 titled '*Instrument A*') are hereby delegated to the person occupying or acting in the office of Chief Executive Officer of the Council subject to the conditions and/or limitations, if any, specified herein or in the Schedule of Conditions in the proposed Instrument of Delegation.
  - (b) In exercise of the power contained in Section 100 of the Planning, Development and Infrastructure Act 2016 the powers and functions under the Planning, Development and Infrastructure Act 2016 and statutory instruments made thereunder contained in the Instrument of Delegation (**Attachment 2** accompanying Report No. AR24/193 and titled '*Instrument B*') are hereby delegated to the person occupying or acting in the office of Chief Executive Officer of the Council subject to the conditions and/or limitations, if any, specified herein or in the Schedule of Conditions in the proposed Instrument of Delegation.
  - (c) Such powers and functions delegated in resolution 4 (a) and (b) may be further sub-delegated by the Chief Executive Officer in accordance with Sections 44 and 101 of the Local Government Act 1999 and Section 100(2)(c) of the Planning, Development and Infrastructure Act 2016 as the Chief Executive Officer sees fit, unless otherwise indicated herein or in the Schedule of Conditions contained in the relevant Instrument of Delegation;
5. General

The delegations granted in resolutions (2) to (4) above are subject to the following conditions and limitations:

- (a) If two or more delegates are nominated in respect of a power or function, then each nominated person or position is granted a delegation and may exercise the power or function independently of any other delegate.
- (b) the delegate must exercise a delegated function or power in accordance with and due regard to:
  - (i) applicable legislative and other legal requirements; and
  - (ii) relevant policies and guidelines adopted by the Council.
- (c) Each delegation of a power or function is granted independent of, and severable from, every other delegation granted under this or any other resolution or instrument.
- (d) A delegation of a power or function determined to be invalid or unlawful will be deemed to be severed from the delegations granted under this or any other resolution or instrument and remaining delegations will continue to operate according to their terms.
- (e) These delegations will come into operation on Wednesday 24 January 2024 and remain in force until varied or revoked by resolution of the Council.
- (f) Previous delegations granted by the Council of the powers and functions delegated under these resolutions are revoked with effect from Wednesday 24 January 2024.

**CARRIED**

**20 MOTIONS WITH NOTICE**

Nil

**21 MOTIONS WITHOUT NOTICE**

Nil

**22 CONFIDENTIAL ITEMS OF COMMITTEES**

Nil

## 23 NEW CONFIDENTIAL ITEMS

Pursuant to Section 74 of the Local Government Act 1999, Cr Frank Morello disclosed a general conflict of interest in Item 23.1.

In accordance with Section 75B Cr Frank Morello informed the meeting:

Nature of Interest:

*Employed by Country Arts SA, Co-owner of the subject land with City of Mount Gambier.*

In accordance with Section 75B of the Local Government Act 1999 Cr Frank Morello left the meeting at 6:59 pm.

### 23.1 RAA EV CHARGING STATION PROJECT – REPORT NO. AR24/2636

#### RESOLUTION 2024/19

Moved: Cr Max Bruins

Seconded: Cr Sonya Meziniec

#### CONSIDERATION FOR EXCLUSION OF THE PUBLIC

Pursuant to section 90(2) of the *Local Government Act 1999* the 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 AR24/2636 RAA EV Charging Station Project.

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 considered relates to a proposal that Council has already considered and kept confidential creating a duty of confidence, actions associated with which are yet to be formally implemented that will partially release information which is of a commercially sensitive nature. The premature disclosure, including discussion in public forum, could reasonably be expected to prejudice or benefit 3rd parties, including Council in its commercial negotiations which would on balance be contrary to the public interest in achieving commercial arrangements and good community outcomes associated with the proposed use of Council land.

**CARRIED**

#### **RESOLUTION 2024/20**

Moved: Cr Max Bruins  
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 23.1 AR24/2636 RAA EV Charging Station Project 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 36 months have elapsed since the proponents last dealings with Council on the proposal, or 12 months after an agreement and any renewal or extended term has expired and not been renewed, whichever is the later, with the resolutions to be released upon the execution by all parties of an agreement and a joint public announcement having been made on the proposal.
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 Frank Morello returned to the meeting at 7:05 pm.

### **23.2 AUDIT AND RISK COMMITTEE - INDEPENDENT MEMBER APPOINTMENT - REPORT NO. AR24/1084**

#### **RESOLUTION 2024/21**

Moved: Cr Paul Jenner  
Seconded: Cr Sonya Meziniec

#### **CONSIDERATION FOR EXCLUSION OF THE PUBLIC**

Pursuant to section 90(2) of the *Local Government Act 1999* the Council orders that all members of the public, except 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 AR24/1084 Audit and Risk Committee - Independent Member Appointment.

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



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

The Council is satisfied that the principle that the meeting be conducted in a place open to the public has been outweighed in the circumstances because the subject matter includes information concerning the personal affairs of the expression interest applicants the disclosure of which would be an unreasonable disclosure of personal affairs information.

**CARRIED**

#### **RESOLUTION 2024/22**

Moved: Cr Max Bruins

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 23.2 AR24/1084 Audit and Risk Committee - Independent Member Appointment 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 appointments of the Audit and Risk Committee members have been confirmed. The attachments to the report be kept confidential and that confidentiality be reviewed annually.
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**

## **24 MEETING CLOSE**

**The Meeting closed at 7:10 pm.**

**The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 20 February 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, 29 JANUARY 2024 AT 5.30 P.M.**

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

<b>OFFICERS IN ATTENDANCE:</b>	Chief Executive Officer	- Mrs S Philpott
	General Manager Corporate and Regulatory Services	- Mrs J Fetherstonhaugh
	General Manager City Infrastructure	- Ms B Cernovskis
	Manager Financial Services	- Mrs J Scoggins
	Finance Business Partner	- Ms K Rolton
	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)**

**COMMITTEE RESOLUTION**

Moved: Cr Paul Jenner

Seconded: Paul Duka

That the apology from Mayor Lynette Martin be received.

**CARRIED**

**3 CONFIRMATION OF MINUTES**

**COMMITTEE RESOLUTION**

Moved: Alexander Brown

Seconded: Belinda Johnson

That the minutes of the Audit and Risk Committee meeting held on 27 November 2023 be confirmed as an accurate record of the proceedings of the meeting.

**CARRIED**

**4 QUESTIONS WITHOUT NOTICE**

Nil

## 5 REPORTS

### 5.1 CORRESPONDENCE RECEIVED

#### COMMITTEE RESOLUTION

Moved: Paul Duka

Seconded: Alexander Brown

1. That Audit and Risk Committee Report No. AR23/73375 titled 'Correspondence Received' as presented on 29 January 2024 be noted.

**CARRIED**

### 5.2 QUARTERLY INTERNAL AUDIT UPDATE REPORT

#### COMMITTEE RESOLUTION

Moved: Cr Paul Jenner

Seconded: Belinda Johnson

1. That Audit and Risk Committee Report No. AR24/3283 titled 'Quarterly Internal Audit Update Report' as presented on 29 January 2024 be noted.

**CARRIED**

### 5.3 UNAUDITED BUILDINGS AND STRUCTURES VALUATION - AS AT 1 JULY 2023

#### COMMITTEE RESOLUTION

Moved: Alexander Brown

Seconded: Cr Paul Jenner

1. That Audit and Risk Committee Report No. AR24/3299 titled 'Unaudited Buildings and Structures Valuation - As at 1 July 2023' as presented on 29 January 2024 be noted.

**CARRIED**

### 5.4 AUDIT AND RISK COMMITTEE MEETING REPORT 29/01/24

#### COMMITTEE RESOLUTION

Moved: Paul Duka

Seconded: Alexander Brown

1. That Audit and Risk Committee Report No. AR24/3322 titled 'Audit and Risk Committee Meeting Report 29/01/24' as presented on 29 January 2024 be noted.

**CARRIED**

## 6 MOTIONS WITHOUT NOTICE

Nil

**7 MEETING CLOSE**

**The Meeting closed at 6:04 pm.**

**The minutes of this meeting were confirmed at the Audit and Risk Committee held on 26 February 2024.**

.....  
**PRESIDING MEMBER**

**16.2 CORRESPONDENCE RECEIVED – REPORT NO. AR23/73375**

**Meeting:** Audit and Risk Committee  
**CM9 Reference:** AF11/863  
**Author:** Ashlee Pasquazzi, Executive Administrator Corporate and Regulatory Services  
**Authoriser:** Jane Fetherstonhaugh, General Manager Corporate and Regulatory Services

**REPORT RECOMMENDATION**

1. That Audit and Risk Committee Report No. AR23/73375 titled 'Correspondence Received' as presented on 29 January 2024 be noted.





## BACKGROUND

The report provides details of correspondence received since the previous ordinary meeting of the Audit and Risk Committee held 27 November 2023 and is provided for information.

## DISCUSSION

The following correspondence has been received since the last ordinary meeting:

- Advice from Independent Commission Against Corruption (ICAC) - Integrity Spotlight Alert issued in November 2023.

## CONCLUSION

This report presents the attached correspondence received for presentation to the Audit and Risk Committee for noting in line with the Audit and Risk Committee 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.*

## ATTACHMENTS

1. Independent Commission Against Corruption (ICAC) - Integrity Spotlight - Alert: Compliance and enforcement powers in Local Government





# Integrity Spotlight

V1.0 – November 2023

## Alert

All enforcement powers require appropriate safeguards to prevent their misuse.

## Compliance and enforcement powers in Local Government

### What compliance and enforcement functions do councils have?

Councils are responsible for ensuring that residents and businesses comply with various legislation, including that relating to public health and safety, building and construction, land use planning, waste, environmental management, local nuisances, traffic and road safety, and animal management.

Enforcement actions councils can undertake to enforce compliance with legislation include:

- Issuing verbal or written warnings
- Formal action in accordance with relevant legislation, including:
  - Issuing directions, or enforcing directions issued by a court
  - Issuing and enforcing fines, expiation notices and civil pecuniary penalties
- Criminal prosecution

Enforcement powers are entrusted to various council officers including 'Authorised Persons'<sup>1</sup>, who work specifically in regulatory roles (for example, animal management officers, parking officers, community rangers). All enforcement powers require safeguards to prevent their misuse.

<sup>1</sup> 'Authorised Persons' can be appointed by councils under a range of legislation including (but not limited to) the *Local Government Act 1999*.

## Enforcement powers and potential corruption – what's the problem?

Given the wide-ranging nature of enforcement powers available to council officers, they are vulnerable to misuse for corrupt purposes. This can include:

- soliciting or accepting a bribe, gift or other benefit, to exercise enforcement powers in a certain way
- failing to declare a conflict of interest
- using enforcement powers to advantage themselves or others.

The Commission recently investigated allegations that encroachments of private properties onto public land were ignored by council compliance officers as a result of inducements provided by property owners. These allegations were unsubstantiated, but they illustrated how corruption could occur.

The risk is greater when council officers have high levels of discretion in how they exercise enforcement powers, and when the use of these powers is not effectively supervised or documented. The misuse of enforcement powers may result in ratepayers losing confidence in the Council's ability to exercise powers in a fair and transparent manner.

## How can councils manage these risks?

Councils require robust controls to guard against the risk that enforcement powers will be misused.

For example, councils should:

- have a clear enforcement policy that is publicly available. Enforcement policies provide a framework to guide council officers in taking enforcement actions.
- ensure that complaints relating to compliance and enforcement functions are appropriately assessed, investigated and resolved, in line with a clear complaints policy and procedure. Officers charged with investigating complaints ought to be appropriately trained and supervised.
- have a procedure for documenting enforcement decisions. Councils should document and have the capacity to access, review and audit records detailing the use of enforcement powers. This is important both for internal review, and in case an enforcement decision is ever disputed. It also promotes consistency.
- ensure conflicts of interest are properly processed. There should be a clear policy and procedure for the identification, disclosure and management of conflicts of interest. Councils should consider whether they should maintain a central register of conflicts of interest.
- ensure that the use of enforcement powers is checked and supervised.
- assess compliance and enforcement activities according to their vulnerability to corruption. High risk activities should be regularly reviewed to ensure robust controls are in place. That means appropriate supervision, role separation, staff compliance with record keeping requirements, and fair and transparent processes for complaints management.

## Further resources

The **Local Government Association** has resources available for councils relevant to enforcing compliance with legislation, including a model enforcement policy:

[www.lga.sa.gov.au](http://www.lga.sa.gov.au)

The **Local Government Authorised Persons Association** promotes professional development for authorised officers working in regulatory roles in councils:

[apa.wildapricot.org](http://apa.wildapricot.org)

Some councils have enforcement policies publicly available. While the Commission does not endorse specific council policies, they may be useful to view as examples:

**City of Mitcham:** [Enforcement and Compliance Policy](#)

**City of West Torrens:** [Council Policy: Enforcement](#)

The Commission has produced other publications that may be helpful to councils. The report *Identify, Disclose and Manage* provides advice on the effective management of conflicts of interest in public administration:

[www.icac.sa.gov.au/publications/published-reports/identify-disclose-manage](http://www.icac.sa.gov.au/publications/published-reports/identify-disclose-manage)

The Commission's evaluation of the City of Playford made recommendations aimed at improving policies, procedures and record keeping practices. These are relevant for all councils:

[www.icac.sa.gov.au/evaluations-and-reviews/city-of-playford](http://www.icac.sa.gov.au/evaluations-and-reviews/city-of-playford)

All public officers, including council employees, are obliged to report a reasonable suspicion of corruption to the **Office for Public Integrity**:


[www.publicintegrity.sa.gov.au](http://www.publicintegrity.sa.gov.au)

Public officers are also encouraged to report suspected misconduct and maladministration to the **South Australian Ombudsman**:

[www.ombudsman.sa.gov.au](http://www.ombudsman.sa.gov.au)

## CONTACT US

 **GENERAL ENQUIRIES**  
(08) 8463 5191

 **LEVEL 9, 55 CURRIE ST**  
**ADELAIDE SA 5000**

 **@ICAC\_SA**

**ICAC.SA.GOV.AU**



**16.3 QUARTERLY INTERNAL AUDIT UPDATE REPORT – REPORT NO. AR24/3283**

<b>Committee:</b>	<b>Audit and Risk Committee</b>
<b>Meeting Date:</b>	<b>29 January 2024</b>
<b>Report No.:</b>	<b>AR24/3283</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 the adoption of the Internal Audit Program by Council in December 2023 this report provides an overview of the progress made over the last quarter.</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. AR24/3283 titled 'Quarterly Internal Audit Update Report' as presented on 29 January 2024 be noted.





## TYPE OF REPORT

Legislative

## BACKGROUND

1. **Section 84** - of the Statutes Amendment (Local Government Review) Act 2021 includes subsection (3) which results in a greater emphasis on internal audit and risk management.
2. **Section 82** - of the Act amends Section 125 of the Local Government Act and in particular, Section 125(3) to include that 'a Council must ensure that appropriate policies, systems and procedures relating to risk management are implemented and maintained in order to assist the Council to carry out its activities in an efficient and orderly manner' to:
  - achieve its objectives;
  - inform appropriate decision making;
  - facilitate appropriate prioritisation of finite resources;
  - promote appropriate mitigation of strategic, financial and operational risks relevant to the Council.
3. **Section 126 (4)** - *The functions of a council audit and risk committee include—*

(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;*
4. **Internal Audit Approach** - Council has historically not had an internal audit function or undertaken internal audits. An approach was agreed with Dean Newbery and Partners further to their appointment as Council's external auditor in 2021 as follows:
  - **Internal Financial Controls Self-Assessment** - The internal financial controls that had not been assessed since 2018 would be assessed in FY 2023;
  - **Internal Audit** - A risk based approach would be undertaken to build an internal audit program starting with one internal audit in FY 2024.
5. **Audit and Risk Committee Terms of Reference** - The following section of the Audit and Risk Committee Terms of Reference (as adopted in December 2022) is relevant to this report:
 

**12.4 Internal Audit** (where Council does not have 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.*
    - 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 Chairperson of the Committee.*



It should be noted that the Terms of Reference are expected to be updated further to a workshop in February and the Audit and Risk Committee in March and Council meeting in April to recognise that Council now has an internal audit function.

**6. Internal Audit Policy** – As adopted by Council in December 2023 includes the following reporting requirements:

**9.2 Audit and Risk Committee** - A number of reports will be brought to the Audit and Risk Committee to include the following:

- **Individual Internal Audit Reports** - Will be brought to the Council Executive and Audit and Risk Committee as required to detail the scope of the internal audit prior to commencement of the audit activity, with a further report to be brought to the Council Executive and Audit and Risk Committee to provide the internal audit report that will detail the findings and agreed actions.
- **Quarterly Internal Audit Updates** – A report that will provide an overview of the internal audit function at least on a quarterly basis.
- **CEO Annual Report** - on the council's internal audit processes, reporting as required with regard to the internal audit plan and proposed scope of each internal audit.

**7. Audit and Risk Committee Work Program** - The adopted work program includes quarterly reports to be taken to the Audit and Risk Committee for the following meetings:

- 26 February 2024;
- 27 May 2024;
- 29 July 2024; and
- 25 November 2024.

Further to the progress made in the last quarter (October 2023 – January 2024) it was felt appropriate to bring the report forward by a month, noting that the scope of internal audits will be brought to the February meeting.

## PROPOSAL

1. **Overview and Purpose** - The purpose of this report is to provide the Audit and Risk Committee with oversight of the planning and scoping of the internal audit work plan further to the reports provided to the Audit and Risk Committee and Council From October 2023 -January 2024.
2. **Audit and Risk Committee Workshop** - A workshop was held on 30 October 2023 with members that covered the following:
  - **Internal Audit Legislative Changes** - An overview of the changes to be implemented from 30 November 2023.
  - **Draft Internal Audit Program** - A draft three year Internal Audit Program was presented to with feedback provided by members. This included an overview of the program, approach and consultation with members with regards to the proposed responsibility for the Internal Audit function (Manager, Financial Services).
3. **Audit and Risk Committee Review and Council** - A report was taken to the Audit and Risk Committee meeting in November 2023 and Council meeting in December 2023. The purpose of the report was to provide a draft Internal Audit Plan for review by the Audit and Risk Committee prior to review and adoption by Council.
4. **Internal Audit Plan Progress** - As per the table below the following progress has been made with the internal audit plan focussing on audits to be undertaken this financial year:



Internal Audit Project	Progress in this quarter
<b>Internal Audit Plan Development</b>	<b>Adopted Internal Audit Plan</b> - Reviewed by the Audit and Risk Committee and adopted by Council at the December 2023 Council meeting.
<b>Penetration Testing</b>	<b>Progress</b> - Administration staff are working with external systems provider.
<b>Incident Response Plan</b>	<ul style="list-style-type: none"> <li>• <b>External Resource</b> - The Manager Organisational Development has confirmed that this will be undertaken by Local Government Risk Services (LGRS) with the review expected to be undertaken in April 2024</li> <li>• <b>Audit and Risk Committee Meeting</b> – Internal audit overview expected to be brought to 26 February meeting (to be confirmed).</li> </ul>
<b>Payroll and Remuneration</b>	<ul style="list-style-type: none"> <li>• <b>RFQ Process</b> - A select Request for Quote (RFQ) process was undertaken in December 2023 and January 2024 where two external providers were provided with a copy of the Internal Audit Plan that was adopted in December 2023. Both external providers provided submissions that were reviewed by the Manager Financial Services with a recommendation provided to the General Manager.</li> <li>• <b>External Provider Engagement and Planning</b> – Initial meeting held with preferred provider to work through the proposed scope, timing and price in more detail.</li> <li>• <b>Audit and Risk Committee Meeting</b> – Internal audit overview expected to be brought to 26 February meeting.</li> </ul>
<b>Position Description and Accreditation</b>	<ul style="list-style-type: none"> <li>• <b>Internal Manager Engagement and Planning</b> – Initial meeting held with preferred provider to work through the proposed scope, and timing at a high level. Audit expected to be undertaken in April 2024.</li> <li>• <b>Audit and Risk Committee Meeting</b> – Internal audit overview expected to be brought to 26 February meeting.</li> </ul>
<b>PDI Act 2016 – Post Implementation Review</b>	<ul style="list-style-type: none"> <li>• <b>RFQ Process</b> - A select Request for Quote (RFQ) process was undertaken in December 2023 and January 2024 where two external providers were provided with a copy of the Internal Audit Plan that was adopted in December 2023. Both external providers provided submissions that were reviewed by the Manager Financial Services with a recommendation provided to the General Manager.</li> <li>• <b>External Provider Engagement and Planning</b> – Initial meeting to be arranged with preferred provider to work through the proposed scope, timing and price in more detail.</li> <li>• <b>Audit and Risk Committee Meeting</b> – Internal audit overview expected to be brought to 26 February meeting (to be confirmed).</li> </ul>

5. **Next Steps** - Internal Audit Overview reports to be brought to the Audit and Risk Committee on 26 February for approval.



**LEGAL IMPLICATIONS**

Local Government Act

**STRATEGIC PLAN**

N/A

**COUNCIL POLICY**

[Internal Audit Policy](#)

[F225 Fraud and Corruption Prevention Policy](#)

[Internal Controls Policy](#)

[Risk Management Policy](#)

**ECONOMIC IMPLICATIONS**

N/A

**ENVIRONMENTAL IMPLICATIONS**

N/A

**SOCIAL IMPLICATIONS**

N/A

**CULTURAL IMPLICATIONS**

N/A

**RESOURCE IMPLICATIONS**

**Budget Allocation** - The Internal Audit Plan 2024-2026 was created to be conducted within the current available budget (pending a procurement process). \$20k has been included in the 2023/2024 budget.

Detailed pricing will be worked through with the preferred suppliers. It is expected that this activity will be funded from Council's overall budget.

**VALUE FOR MONEY**

Some internal audits will improve Council's efficiency and effectiveness.

**RISK IMPLICATIONS**

Improved Internal Audit processes is in keeping with the Audit and Risk responsibilities and legislation and will result in improved risk management processes.

**EQUALITIES AND DIVERSITY IMPLICATIONS**

N/A

**ENGAGEMENT AND COMMUNICATION STRATEGY**

N/A

**IMPLEMENTATION STRATEGY**

The internal audit program as adopted by Council will be implemented as follows:

- **Procurement Activities** - Will be undertaken to select external provider(s) that will lead the internal audits where external resource is required.
- **Management Team Roll Out** - The program will be communicated at the Management Team meeting with further meetings to agree provisional dates across the organisation prior to bringing back to the Audit and Risk Committee.

**CONCLUSION AND RECOMMENDATION**

It is recommended that the quarterly Internal Audit report be noted.



## **ATTACHMENTS**

Nil





**16.4 UNAUDITED BUILDINGS AND STRUCTURES VALUATION - AS AT 1 JULY 2023 –  
REPORT NO. AR24/3299**

<b>Committee:</b>	<b>Audit and Risk Committee</b>
<b>Meeting Date:</b>	<b>29 January 2024</b>
<b>Report No.:</b>	<b>AR24/3299</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>The purpose of this report is to summarise the combined financial impacts of the draft unaudited external asset revaluation and the revised useful economic lives.</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. AR24/3299 titled 'Unaudited Buildings and Structures Valuation - As at 1 July 2023' as presented on 29 January 2024 be noted.



**TYPE OF REPORT**

Other

**BACKGROUND**

1. **Australian Accounting Standards Requirement** - Australian Accounting Standards require assets to be periodically independently revalued. Generally accepted accounting practice is for this to occur at least once every five years. The purpose to ensure that financial statements provide a more accurate representation of financial position.
2. **Council Policy** - Asset Accounting Policy provides further direction including that revaluations are performed at sufficient frequency to reduce material difference at reporting date and requires that Building and Structures are revalued every 4 years by a Valuer external to Council. It should be noted that the revaluation whilst still conducted in the 2024 financial year, was brought forward from 30 June 2024 to 1 July 2023. Reasons for this including changes in market conditions, accuracy of budgeting and timing alignment with strategic planning.
3. **Previous Valuation** - Council building and structure assets were last independently valued as at 30 June 2020, by AssetVal (the Valuers).
4. **External Valuers** – AssetVal has an existing contract with Council with their scope of works due to complete financial year ending 30 June 2026 with an insurance value review.

Following the conclusion of this engagement with AssetVal, Council will prepare a specification for professional services and seek interest from suitably qualified Valuers in accordance with the Procurement Policy.

5. **Audit and Risk Committee Terms of Reference (Adopted December 2022)** – in alignment with the terms of reference of the Audit and Risk Committee (the Committee) Roles are as follows:

**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 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.*
- *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).*

i.e. the Committee is responsible for monitoring the integrity of the financial statements of the Council. This revaluation is material information for inclusion and review.

**PROPOSAL**

1. **Revaluation Undertaken** - The valuers undertook a revaluation of Council's building and structures non-current class of assets, for the purposes of accounting compliance (Fair Value) in accordance with the Australian Accounting Standards which include:
  - AASB 13 – Fair Value Measurement;
  - AASB 116 – Property Plant and Equipment;
  - AASB 5 – Assets Held for Sale; and
  - AASB 136 – Impairment.



## 2. Approach and Methodology

- 2.1 **Valuation Approach** – Under AASB 116 the value of property is to be recorded at Fair Value. Methodology adopted by the Valuers in determining Fair Value is based on either Market Value Approach or alternatively using Current Gross Replacement Cost Approach and is dependent on the:

- level of specialisation of the asset
- existence of a market
- existence of market evidence
- consideration of the 'property' as a whole, for example is the Land asset class being valued congruently with the building and structures that are located adjoining.

Many Council assets are considered specialised assets such as community halls, public toilets, culturally significant buildings and cannot be reliably estimated using the Market Value Approach (fair value level 2 input) due to lack of market of evidence. For these reasons the Valuers have used the Current Gross Replacement Cost Approach (CGRC) with fair value level 3 inputs.

- 2.2 **Valuation Date** - A valuation date of 1 July 2023 rather than 30 June 2023 has been selected as the date for this valuation for the following reasons:

- **Market Conditions** - Aligned with the market and the local government sector in South Australia significant increases have been seen the valuation of assets and resulting depreciation. It is also worth noting that this is the approach that was discussed with the external auditors at the balance date audit for the financial year 2023.
- **ABP, IAMPs and LTFF** - So that this information can be used to inform these key business planning and strategic management documents.

- 2.3 **Previous Valuation** - It should be noted that in completing this valuation an error was found in the last valuation with assets that had been incorrectly classified as valued using fair value level 2 inputs, when in fact they had been valued using fair value level 3 inputs. This correction has not affected the values and is immaterial. However, this will be noticeable upon preparation of the Financial Statements as the comparative year will show fair value level 2 and 3 inputs (the prior year Note 6. Will be restated to ensure have consistent comparatives).

- 2.4 **Componentisation of assets** - AASB 116.43 requires that each part of an asset that has a significant cost component relevant to total cost be treated separately. This also allows different useful lives to be allocated per component. The following table provides the building components reviewed by the Valuers.

BUILDING COMPONENTS	TYPICAL % OF TOTAL VALUE
Substructure	2.7% - 20%
Super Structure/Building Envelop	26.1% - 65%
Roof	5.0% - 65%
Fitout/Finishes	3.1% - 30.4%
Services	17.5% -44.8%

- 2.5 **Asset Accounting Policy** - Due to changes to useful life assumptions, specifically heritage buildings and structures, the Asset Accounting Policy is required to be updated to reflect altered ranges. This will be completed following the finalisation of an infrastructure revaluation currently underway as part of the annual review of this policy.



3. **Assets not included in the valuation scope** - The following assets have been excluded from this valuation:

- **Assets owned or (part owned) by others** - Where Council owns buildings and structures jointly with external parties, the Valuers have provided the full valuation and the proportion relevant to Council's ownership only. This is for two purposes; firstly, to ensure that the overall asset is adequately insured and secondly, so that Council is not overstating the values of assets on its balance sheet.
- **Assets not considered under Council control** - Buildings and structures that are not considered under control include those where negligible rent/consideration is received and Council is not the decision-making authority in regards to use and management of the asset. Where it is deemed control lies with an external party, these assets have been excluded.
- **Land** - Buildings and structure assets are generally located on land. Due to the nature of land assets, these are contained in their own asset class and not included in the valuation.
- **Valuation Summary:** This valuation results in a 13% increase to Fair Value compared to Financial Statements as at 30 June 2023, bringing Council's building and structure asset values to \$130.56M. The table below provides a summary of values as at 1 July 2023.

ASSET CLASS	REPLACEMENT COST	FAIR VALUE	ACCUMULATED DEPRECIATION	ANNUAL DEPRECIATION
Building	\$159,389,775	\$110,810,555	\$48,579,220	\$3,691,149
Structure	\$31,504,000	\$19,751,350	\$11,752,650	\$815,346
<b>TOTAL</b>	<b>\$190,893,775</b>	<b>\$130,561,905</b>	<b>\$60,331,870</b>	<b>\$4,506,495</b>

- **Data Currency** - The Valuers undertook onsite inspections between 29 August 2023 to 31 August 2023.

4. **Analysis of Results/Financial Impact:**

- 4.1 **Strategic review and discussions** - Management and staff worked collaboratively with the Valuers over the course of the revaluation to reasonably reduce the initial valuation increase and impact of depreciation. Areas reviewed include:
- **Benchmarking** - to other Councils regarding heritage useful lives (please see below for impact).
  - **Consistency of approach** - to componentisation, which improved the integrity of the data.
  - **Fair value methodology** - Discussions regarding fair value level methodology, specifically what would be better for Council in relation to fair value level 2 versus level 3 methodology.
  - **Reasonableness checks** - considering recent works, current working state and potential future use of assets.
- 4.2 **Fair Value as a Percentage of gross (or nominal) replacement cost** - 68.39%. This shows the remaining service index on buildings and structures.
- 4.3 **Depreciation** - Will increase due to the increase in values. The immediate impact of depreciation is anticipated to be an increase of 4.13% or \$0.3m on Budget Review 1 for the 2023/2024 year.
- 4.4 **Heritage Buildings** - Significant discussions were held with the Valuers regarding Council culturally significant heritage buildings and useful lives, resulting in an increase in useful lives to all heritage buildings from a maximum of 100 to 250 years. This change will be reflected in the Asset Accounting Policy (previously noted).
- 4.5 **Condition Ratings** - Application as per table below:



RATING 0 -10	RATING 1 - 5	DESCRIPTION	PERCENTAGE OF LIFE REMAINING
0	1	Brand new or rehabilitated to new	100%
1		Near new with no visible deterioration	90%
2		Excellent overall condition early stages of deterioration	80%
3	2	Very good overall condition with obvious deterioration evident	70%
4		Good overall condition, obvious deterioration serviceability impaired very slightly	60%
5	3	Fair overall condition obvious deterioration, serviceability loss	50%
6		Fair to poor overall condition, obvious deterioration	40%
7	4	Poor overall condition, obvious deterioration, some serviceability loss, high maintenance costs	30%
8		Very poor overall condition, severe deterioration very high maintenance costs. Consider renewal	20%
9	5	Extremely poor condition, sever serviceability problems, renewal required immediately	10%
10		Failed asset, no longer serviceable. Should nor remain in service	0%

5. **Development of future Asset Management Plans, Forward Works and Maintenance Programs:**

- **Inform more detailed planning** - Condition assessments completed by the Valuers will drive further condition audits that are more detailed.
- **Asset Management Planning** - The detailed condition audits will ultimately inform specific building renewal, upgrade and repair/maintenance works to be included in future forward works programming, asset management planning and budgeting

6. **Next Steps:**

- **Incorporate Draft Numbers in BR2-** To be taken to the February Council meeting for adoption.
- **Asset Accounting Policy** - Review and update Asset Accounting Policy as part of the annual policy review at the March Audit and Risk Committee meeting for adoption at the April Council meeting.
- **External Audit Review** - External Auditors to review and sign off prior to the interim audit, March 2024
- **Annual Business Plan and Budget, Asset Management and LTFP** - Use information as foundation for detailed condition audits and forward works program to be included in the 2024/2025 ABP, Asset Management Plans and LTFP.

## LEGAL IMPLICATIONS

### Accounting Standards:

In accordance with AASB13 CI 89 the most reliable inputs have been used for this revaluation with information as provided by Council. All assets within this Financial Class were valued using the cost approach. There were no assets valued where it was assumed that the highest and best use was other than its current use.





**STRATEGIC PLAN**

Asset management is a key component of Council's Strategic Plan.

**COUNCIL POLICY**

[Asset Accounting Policy](#)

[A900 Asset Management Policy](#)

**ECONOMIC IMPLICATIONS**

The valuation considers current market and replacement cost conditions and is reflective of increases to costs in recent years due to supply shortages experienced following Covid and ongoing global military activity.

**ENVIRONMENTAL IMPLICATIONS**

N/A

**SOCIAL IMPLICATIONS**

N/A

**CULTURAL IMPLICATIONS**

Maintenance programs will be developed as part of future asset management planning that will include heritage buildings of cultural significance.

**RESOURCE IMPLICATIONS**

**THE FINANCIAL IMPACT OF THIS VALUATION WILL BE INCLUDED IN BUDGET REVIEW 1, THE 2023/2024 ACTUAL FINANCIAL STATEMENTS AND THE NEXT VERSION OF COUNCIL'S LONG TERM FINANCIAL PLAN.**

N/A

**RISK IMPLICATIONS**

N/A

**EQUALITIES AND DIVERSITY IMPLICATIONS**

N/A

**ENGAGEMENT AND COMMUNICATION STRATEGY**

N/A

**IMPLEMENTATION STRATEGY**

The valuation data will be used to inform future budgets, Council's Long Term Financial Plan and future financial statements.

**CONCLUSION AND RECOMMENDATION**

That the Audit and Risk Committee review and note the contents of this report as the draft unaudited Buildings and Structure revaluation as at 1 July 2023.

**ATTACHMENTS**

Nil



**16.5 AUDIT AND RISK COMMITTEE MEETING REPORT 29/01/24 – REPORT NO. AR24/3322**

<b>Committee:</b>	<b>Audit and Risk Committee</b>
<b>Meeting Date:</b>	<b>29 January 2024</b>
<b>Report No.:</b>	<b>AR24/3322</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 Goal 2: Our Location Goal 3: Our Diverse Economy Goal 4: Our Climate, Natural Resources, Arts, Culture and Heritage Goal 5: Our Commitment</b>

**REPORT RECOMMENDATION**

1. That Audit and Risk Committee Report No. AR24/3322 titled 'Audit and Risk Committee Meeting Report 29/01/24' as presented on 29 January 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:***

1. **Independent Member Appointment/Extension** - Further to an expression of interest (EOI) process undertaken in December and January a panel of Councillor Paul Jenner, Mayor Lynette Martin, Jane Fetherstonhaugh and Julie Scoggins reviewed the 5 EOIs received. Council considered the EOIs at its meeting in January 2024 and is in the process of notifying the candidates of the outcome.
2. **Council Member Briefing** - A meeting was held between the Council Member Audit and Risk Committee representative, the General Manager Corporate and Regulatory Services and Manager Financial Services to provide a briefing on the reports included in the agenda prior to the meeting.
3. **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:***

4. 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

