



Civic Centre, 10 Watson Terrace
Mount Gambier SA 5290

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

Date: Tuesday, 19 January 2021
Time: 6.00 p.m.
Location: Council Chamber
Civic Centre
10 Watson Terrace
Mount Gambier

AGENDA

Ordinary Council Meeting 19 January 2021

A handwritten signature in black ink, appearing to read 'Barbara Cernovskis', is written over a light grey rectangular background.

**Barbara Cernovskis
Acting Chief Executive Officer
15 January 2021**

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1 ACKNOWLEDGEMENT OF COUNTRY

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

2 APOLOGIES

Nil

3 LEAVE OF ABSENCE

Nil

4 CONFIRMATION OF COUNCIL MINUTES

[Ordinary Council Meeting - 15 December 2020](#)

RECOMMENDATION

That the minutes of the Ordinary Council meeting held on 15 December 2020 be confirmed as an accurate record of the proceedings of the meeting.

5 MAYORAL REPORT

- 2020 End of Year Men's Shed BBQ
- End of Year Celebration – South East Junction
- Weekly LCLGA Mayor's Virtual Meeting
- Official Opening OTR Convenience Store and Krispy Kreme Factory
- Attendance at Graduation Ceremony at Lifeline
- CEO Recruitment Committee Meeting
- Meeting with Kevin Douglas – 2020 Volunteers Christmas Luncheon
- Meeting with Member for Barker
- Elected Members Workshop – Public Bus Service Review
- Weekly LCLGA Mayor's Virtual Meeting
- Elected Member – Roles and Responsibilities Training (LGRS)
- Commissioning of Transperineal Biopsy Machine at Mount Gambier Hospital



6 REPORTS FROM COUNCILLORS

7 QUESTIONS WITH NOTICE

Nil

8 QUESTIONS WITHOUT NOTICE

9 PETITIONS

Nil

10 DEPUTATIONS

Nil

11 NOTICE OF MOTION TO RESCIND OR AMEND

Nil



12 ELECTED MEMBERS WORKSHOPS

12.1 ELECTED MEMBER WORKSHOP FROM 14/12/2020 TO 14/01/2021 – REPORT NO. AR20/84230

Meeting: Council
CM9 Reference: AF19/416
Author: Fiona McGregor, Executive Administration Officer
Authoriser:

REPORT RECOMMENDATION

1. That Council Report No. AR20/84230 titled 'Elected Member Workshop from 14/12/2020 to 14/01/2021' as presented on 19 January 2021 be noted.



ATTACHMENTS

1. Record of Proceedings - 14/12/2020 [↓](#)
2. Record of Proceedings - 18/12/2020 [↓](#)
3. Record of Proceedings - 12/01/2021 [↓](#)



**DESIGNATED INFORMAL GATHERING
AUDIT COMMITTEE INFORMATION SESSION
5.00 PM, MONDAY 14 DECEMBER 2020**

RECORD OF PROCEEDINGS
5.00 pm, Monday 14 December 2020
Council Chamber, Level 4, Civic Centre,
10 Watson Terrace, Mount Gambier

MEMBERS PRESENT:-

Cr Sonya Mezinec
Paul Duka
Angela Kain

STAFF PRESENT:-

Chief Executive Officer
Manager Finance
Management Accountant

MEMBERS APOLOGIES:-

Mayor Lynette Martin

LEAVE OF ABSENCE:-

nil

DISCUSSION:

Powerpoint presentation regarding the Long Term Financial Plan and Community and Recreation Hub.

Discussion closed at 6.01 p.m.



**DESIGNATED INFORMAL GATHERING
MOUNT GAMBIER AIRPORT
10:30AM, FRIDAY 18 DECEMBER 2020**

RECORD OF PROCEEDINGS
10:30am, Friday 18 December 2020
Committee Room, Level 4, Civic Centre
10 Watson Terrace, Mount Gambier

MEMBERS PRESENT:-

Mayor Martin
Cr Frank Morello
Cr Max Bruins
Cr Sonya Meziniec
Cr Christian Greco (via Zoom)
Cr Ben Hood (via Zoom)
Cr Kate Amoroso (via Zoom)

STAFF PRESENT:-

Acting Chief Executive Officer

MEMBERS APOLOGIES:-

Cr Paul Jenner

LEAVE OF ABSENCE:-

DISCUSSION:

Discussions regarding support for the Mount Gambier Airport.

Discussion closed at 11:32 am



**DESIGNATED INFORMAL GATHERING
PUBLIC BUS SERVICE REVIEW
5.30 PM, TUESDAY 12 JANUARY 2021**

RECORD OF PROCEEDINGS
5.30 pm, Tuesday 12 January 2021
Council Chamber, Level 4, Civic Centre,
10 Watson Terrace, Mount Gambier

MEMBERS PRESENT:-

Mayor Martin
Cr Greco
Cr Mezinac
Cr Amoroso
Cr Hood
Cr Morello
Cr Bruins

STAFF PRESENT:-

Acting Chief Executive Officer
General Manager City Infrastructure
General Manager Shared Services
Community Engagement Officer Ben Kilsby
Community Engagement Officer Heidi Gajic
Strategy, Development and Research Co-ordinator
Manager of Operations & Engineering

MEMBERS APOLOGIES:-

Cr Jenner

LEAVE OF ABSENCE:-

Nil

DISCUSSION:

Mount Gambier City Bus Service Review

Discussion closed at 6.40 p.m.



13 ELECTED MEMBERS TRAINING AND DEVELOPMENT

Nil



14 COUNCIL ACTION ITEMS

14.1 COUNCIL ACTION ITEMS FROM 15/12/2020 – REPORT NO. AR20/84231

Meeting: Council
CM9 Reference: AF19/416
Author: Fiona McGregor, Executive Administration Officer
Authoriser:

REPORT RECOMMENDATION

1. That Council Report No. AR20/84231 titled 'Council Action Items from 15/12/2020' as presented on 19 January 2021 be noted.



ATTACHMENTS

1. Council Action Items 15/12/2020 [↓](#)



| | | | |
|-----------------------|------------|----------------------------------|------------|
| Outstanding/Finalised | Division: | Date From: | 15/12/2020 |
| | Committee: | Date To: | 15/12/2020 |
| | Officer: | | |
| Action Sheets Report | | Printed: 12 January 2021 9:26 AM | |

| Meeting | Officer/Director | Section | Subject |
|--|--------------------------------|---------------------------|--|
| Council 15/12/2020 | McGregor, Fiona Serie, Nick | Elected Members Workshops | Elected Member Workshops held 16 November 2020 to 11 December 2020 |
| RESOLUTION 2020/380 | | | |
| Moved: Cr Sonya Mezinac | | | |
| Seconded: Cr Frank Morello | | | |
| 1. That Council Report No. AR20/25154 titled 'Elected Member Workshops held 16 November 2020 to 11 December 2020' as presented on 15 December 2020 be noted. | | | |
| CARRIED | | | |
| 4 Jan 2021 - 9:37 AM - Fiona McGregor | | | |
| Action completed by: McGregor, Fiona | | | |
| Completed | | | |

| Meeting | Officer/Director | Section | Subject |
|---|--------------------------------|----------------------|-------------------------------|
| Council 15/12/2020 | McGregor, Fiona Serie, Nick | Council Action Items | Action Items 17 November 2020 |
| RESOLUTION 2020/381 | | | |
| Moved: Cr Christian Greco | | | |
| Seconded: Cr Max Bruins | | | |
| 1. That Council Report No. AR20/25204 titled 'Action Items 17 November 2020' as presented on 15 December 2020 be noted. | | | |
| CARRIED | | | |
| 4 Jan 2021 - 9:37 AM - Fiona McGregor | | | |
| Action completed by: McGregor, Fiona | | | |
| Completed | | | |



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|-----------------------|------------|----------------------------------|------------|
| Outstanding/Finalised | Division: | Date From: | 15/12/2020 |
| | Committee: | Date To: | 15/12/2020 |
| | Officer: | | |
| Action Sheets Report | | Printed: 12 January 2021 9:26 AM | |

| Meeting | Officer/Director | Section | Subject |
|--|---|---|---|
| Council 15/12/2020 | Lavia, Ashlee Cernovskis, Barbara | People and Place Committee Minutes and Recommendat | Minutes of the People and Place Committee held on 7 December 2020 |
| RESOLUTION 2020/382 | | | |
| Moved: Cr Frank Morello | | | |
| Seconded: Cr Sonya Meziniec | | | |
| That the Minutes of the People and Place Committee meeting held on 7 December 2020 as attached be noted. | | | |
| CARRIED | | | |
| 23 Dec 2020 - 9:16 AM - Ashlee Lavia Action completed by: Lavia, Ashlee Complete. | | | |

| Meeting | Officer/Director | Section | Subject |
|---|---|---------|--|
| Council 15/12/2020 | Davison, Georgina Cernovskis, Barbara | Reports | Consultation Draft Regional Public Health Plan 2021-2026 |
| RESOLUTION 2020/383 | | | |
| Moved: Cr Frank Morello | | | |
| Seconded: Cr Paul Jenner | | | |
| 1. That People and Place Committee Report No. AR20/77671 titled 'Consultation Draft Regional Public Health Plan 2021-2026 ' as presented on 07 December 2020 be noted. | | | |
| 2. Council endorse the updated Draft Regional Public Health Plan (as attached to 15 December 2020 Council Agenda) for the purpose of public consultation, in accordance with the public consultation section of the report. | | | |
| 3. The Chief Executive Officer be authorised to make minor textual changes to correct typos and errors of fact. | | | |
| CARRIED | | | |
| 5 Jan 2021 - 10:10 AM - Georgina Davison Revised Target Date changed by: Davison, Georgina From: 29 Dec 2020 To: 01 Feb 2021 Reason: Plan sent to Minister for approval for public consultation - awaiting response. | | | |



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|-----------------------|------------|------------|-------------------------|
| Outstanding/Finalised | Division: | Date From: | 15/12/2020 |
| | Committee: | Date To: | 15/12/2020 |
| | Officer: | | |
| Action Sheets Report | | Printed: | 12 January 2021 9:26 AM |

| Meeting | Officer/Director | Section | Subject |
|--|-------------------------------------|---------|-----------------------------|
| Council 15/12/2020 | McCarthy, Michael Barber, Darren | Reports | Unreasonable Conduct Policy |
| RESOLUTION 2020/384 | | | |
| Moved: Cr Ben Hood | | | |
| Seconded: Cr Christian Greco | | | |
| <ol style="list-style-type: none"> That People and Place Committee Report No. AR20/78760 titled 'Unreasonable Conduct Policy' as presented on 07 December 2020 be noted. That, having considered the sound organisational reasoning for an Unreasonable Conduct Policy, the draft policy as attached to Report No. AR20/78760 be adopted and implemented including that a review of all active and closed cases within a quarterly period comes to Council as a confidential report. | | | |
| CARRIED | | | |
| 22 Dec 2020 - 11:26 AM - Michael McCarthy | | | |
| Action completed by: McCarthy, Michael | | | |
| EXATeam requested to update Policy Register and publish. Project Team to be convened to implement policy | | | |

| Meeting | Officer/Director | Section | Subject |
|--|--|---------|-------------------------------------|
| Council 15/12/2020 | Tzioutziouklans, Tracy Serie, Nick | Reports | Council / Regional Assessment Panel |
| RESOLUTION 2020/385 | | | |
| Moved: Cr Frank Morello | | | |
| Seconded: Cr Max Bruins | | | |
| <ol style="list-style-type: none"> That People and Place Committee Report No. AR20/78763 titled 'Council / Regional Assessment Panel' as presented on 07 December 2020 be noted. That Council approach the District Councils of Grant and Robe and Wattle Range Council seeking to participate in the formation of a Regional Assessment Panel. Council endorse the Memorandum of Understanding based upon Option B being the preferred constitution. | | | |
| CARRIED | | | |



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| Outstanding/Finalised | Division: | Date From: | 15/12/2020 |
| | Committee: | Date To: | 15/12/2020 |
| Action Sheets Report | Officer: | Printed: 12 January 2021 9:26 AM | |

| Meeting | Officer/Director | Section | Subject |
|--|---|---------|-----------------------------------|
| Council 15/12/2020 | Tzioutzioukianis, Tracy Serle, Nick | Reports | Review - Council Assessment Panel |
| RESOLUTION 2020/386 | | | |
| Moved: Cr Frank Morello | | | |
| Seconded: Cr Sonya Meziniec | | | |
| 1. That People and Place Committee Report No. AR20/79655 titled 'Review - Council Assessment Panel' as presented on 07 December 2020 be noted. | | | |
| 2. That Council endorses the continuation of the Council Assessment Panel in its current form and membership until superseded by the Regional Assessment Panel when established. | | | |
| | | | Carried |

| Meeting | Officer/Director | Section | Subject |
|--------------------|--------------------------------|---------|---|
| Council 15/12/2020 | Porter, Jessica Serle, Nick | Reports | Local Heritage Restoration Fund 2020/2021 - Consideration of applications and distribution of funds |



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| Outstanding/Finalised | Division: | Date From: | 15/12/2020 |
| Action Sheets Report | Committee: | Date To: | 15/12/2020 |
| | Officer: | Printed: | 12 January 2021 9:26 AM |

RESOLUTION 2020/387

Moved: Cr Frank Morello

Seconded: Cr Paul Jenner

1. That People and Place Committee Report No. AR20/76850 titled 'Local Heritage Restoration Fund 2020/2021 - Consideration of applications and distribution of funds' as presented on 07 December 2020 be noted.
2. That the Heritage Restoration Fund Grants for 2020/2021 be endorsed and funds distributed as follows:

| PROPERTY | DESCRIPTION OF WORK | RECOMMENDED VALUE OF GRANT |
|------------------------|--|----------------------------|
| 85-87 Gray Street | Painting and repairs of external windows and chimney. Painting and repairs to verandah. | 1,700 |
| 17 Jardine Street | Replacement of damaged window | 1,800 |
| 65 Bay Road | Repairs and update the verandah, replace existing timbers with new timber | 1,800 |
| 1/29 Ferrers Street | Roofing and repairs | 1,800 |
| 12 Wehl Street South | Re-roofing and exterior painting Demolition of lean-to, construction of dwelling additions, addition works do NOT meet the Criteria | 1,800 |
| 9 Jardine Street | Restoration of and painting of front fence and verandah floor | 300 |
| 1 Jardine Street | Replace rotten posts, bearers and decking on front verandah | 1,700 |
| 45 Crouch Street North | Restore verandah | 1,700 |
| 58 Bay Road | Roof and gutter repairs. Repair and paint 4 windows | 1,700 |
| 81 Bay Road | Repair and repaint exterior of building | 1,800 |



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| Outstanding/Finalised | Division: | Date From: | 15/12/2020 |
| | Committee: | Date To: | 15/12/2020 |
| Action Sheets Report | Officer: | Printed: 12 January 2021 9:26 AM | |

| | | |
|--------------------|---|---------------|
| 30 Power Street | Removal and replacement of front fence (including painting) | 1,800 |
| 36 Margaret Street | Replacement and rebuilding of deck on rail lands side of building | 1,800 |
| TOTAL | | 20,000 |

3. That Council Officers advise successful applicants of the outcome of their applications.

CARRIED

| Meeting | Officer/Director | Section | Subject |
|--|------------------------------|---|---|
| Council 15/12/2020 | Wilson, Sally Serle, Nick | Regional Sport and Recreation Centre Committee Min | Minutes of the Regional Sport and Recreation Centre Committee held on 8 December 2020 |
| RESOLUTION 2020/388 | | | |
| Moved: Cr Ben Hood | | | |
| Seconded: Cr Max Bruins | | | |
| That the Minutes of the Regional Sport and Recreation Centre Committee meeting held on 8 December 2020 as attached be noted. | | | |
| CARRIED | | | |

| Meeting | Officer/Director | Section | Subject |
|--|---------------------------------------|---------|--|
| Council 15/12/2020 | Gajc, Heidi Cernovskis, Barbara | Reports | Community and Recreation Hub - Name Consultation |
| RESOLUTION 2020/389 | | | |
| Moved: Cr Ben Hood | | | |
| Seconded: Cr Frank Morello | | | |
| 1. That Regional Sport and Recreation Centre Committee Report No. AR20/78193 titled 'Community and Recreation Hub - Name Consultation ' as presented on 08 December 2020 be noted. | | | |



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| Outstanding/Finalised | Division: | Date From: | 15/12/2020 |
| | Committee: | Date To: | 15/12/2020 |
| Action Sheets Report | Officer: | Printed: 12 January 2021 9:26 AM | |

2. The following name for the Community and Recreation Hub be presented to Council for endorsement:
 - (a) Wulanda
 3. The following suffix (extended title) for the Community and Recreation Hub be presented to Council for endorsement:
 - (a) Recreation and Convention Centre
- CARRIED**

| Meeting | Officer/Director | Section | Subject |
|---|--------------------------------|----------------------------------|---|
| Council 15/12/2020 | McGregor, Fiona Serte, Nick | Council Assessment Panel Minutes | Minutes of the Council Assessment Panel held on 3 December 2020 |
| RESOLUTION 2020/390 | | | |
| Moved: Cr Paul Jenner | | | |
| Seconded: Cr Christian Greco | | | |
| That the Minutes of the Council Assessment Panel meeting held on 3 December 2020 as previously circulated be noted. | | | |
| CARRIED | | | |
| 4 Jan 2021 - 9:37 AM - Fiona McGregor | | | |
| Action completed by: McGregor, Fiona | | | |
| Completed | | | |



| | | | |
|-----------------------|------------|----------------------------------|------------|
| Outstanding/Finalised | Division: | Date From: | 15/12/2020 |
| Action Sheets Report | Committee: | Date To: | 15/12/2020 |
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| Meeting | Officer/Director | Section | Subject |
|---|--------------------------------|---|--|
| Council 15/12/2020 | McGregor, Fiona Serle, Nick | Junior Sports Assistance (Section 41) Committee Mt | Minutes of the Junior Sports Assistance Fund held on 9 December 2020 |
| RESOLUTION 2020/391 | | | |
| Moved: Cr Christian Greco | | | |
| Seconded: Cr Ben Hood | | | |
| That the Minutes of the Junior Sports Assistance Fund meeting held on 9 December 2020 as attached be noted. | | | |
| CARRIED | | | |
| 4 Jan 2021 - 9:38 AM - Fiona McGregor | | | |
| Action completed by: McGregor, Fiona | | | |
| Completed | | | |

| Meeting | Officer/Director | Section | Subject |
|--|--|---------|------------------------------|
| Council 15/12/2020 | Telford, Melissa Cernovskis, Barbara | Reports | Coaching Clinic Program 2020 |
| RESOLUTION 2020/392 | | | |
| Moved: Cr Christian Greco | | | |
| Seconded: Cr Sonya Mezinac | | | |
| 1. That Junior Sports Assistance Fund Report No. AR20/78671 titled 'Coaching Clinic Program 2020' as presented on 09 December 2020 be noted. | | | |
| 2. The following funding be made available to the Member Organisation named below to assist in the conduct of specialised coaching clinics in accordance with the guidelines for such Clinics: | | | |
| (i) Basketball Mount Gambier - \$2,000 | | | |
| (ii) Blue Lake Y Swim Club - \$2,000 | | | |
| (iii) Mount Gambier Cycling Club - \$1,000 | | | |
| CARRIED | | | |
| 23 Dec 2020 - 4:42 PM - Melissa Telford | | | |
| Action completed by: Telford, Melissa | | | |



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|-----------------------|------------|------------|-------------------------|
| Outstanding/Finalised | Division: | Date From: | 15/12/2020 |
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Successful Members notified and monies disbursed.

| Meeting | Officer/Director | Section | Subject |
|--|--|---------|---|
| Council 15/12/2020 | Telford, Melissa Cernovskis, Barbara | Reports | Commercial Club Inc. - Annual Donations - Exceptional Junior Program 2019 |
| RESOLUTION 2020/393 | | | |
| Moved: Cr Christian Greco | | | |
| Seconded: Cr Paul Jenner | | | |
| <ol style="list-style-type: none"> That Junior Sports Assistance Fund Report No. AR20/80402 titled 'Commercial Club Inc. - Annual Donations - Exceptional Junior Program 2019' as presented on 09 December 2020 be noted. For the 2019 year the following junior receive the Commercial Club Inc. donation to assist that junior to advance in their chosen sport and to achieve their potential: <u>Awardee:</u> Tess Wight The presentation of the Commercial Club Inc. donation take place at a time convenient to the recipient, member organisation and a representative of the Commercial Club Inc. The media be invited to attend the presentation. | | | |
| CARRIED | | | |
| 23 Dec 2020 - 4:43 PM - Melissa Telford | | | |
| Action completed by: Telford, Melissa | | | |
| Successful applicant notified, presentation ceremony with Commercial Club co-ordinated. | | | |

| Meeting | Officer/Director | Section | Subject |
|---|--------------------------------|-----------------|---|
| Council 15/12/2020 | Solly, Elisa Barber, Darren | Council Reports | Council Advertising and Signage Policy A170 |
| RESOLUTION 2020/394 | | | |
| Moved: Cr Steven Perryman | | | |
| Seconded: Cr Christian Greco | | | |
| <ol style="list-style-type: none"> That Economic and Environment Committee Report No. AR20/71013 titled 'Review of Advertising and Signage Policy A170' as presented on 02 November 2020, and Report No. AR20/78297 be received and noted. | | | |



| | | | |
|-----------------------|------------|----------------------------------|------------|
| Outstanding/Finalised | Division: | Date From: | 15/12/2020 |
| | Committee: | Date To: | 15/12/2020 |
| Action Sheets Report | Officer: | Printed: 12 January 2021 9:26 AM | |

2. Council write to occupants of all council owned properties and provide a copy of Council's Advertising and Signage Policy A170, and where relevant, provide a list which includes a description and image of each non-complying sign located on the land tenanted by that occupant.
 3. Council also inform each occupant that:
 - a) As an occupant of Council land, Council is the Landlord and therefore Council consent is required to erect any signage on such land.
 - b) Council has undertaken an audit of signage on council owned land and found that across the council area there are a number of signs that do not comply with Council's Policy A170.
 - c) Council wishes to work with all occupants of council owned land to ensure compliance with Policy A170.
 - d) Council requires the removal of all non-complying signs at the end of their existing sponsorship period, and in any case prior to 01 December 2021.
 - e) Council requires the occupant to advise Council in writing not later than 15 February 2021 of the expiry date of any sponsorship agreements that exist as of 15 February 2021 which relate non-complying signs.
 - f) Advise that if a response is not received by 15 February 2021, Council will remove the offending signs.
 - g) In addition to requiring Council approval to erect advertising signage, occupants may require Development Approval under Development Act.
 - h) Council Planning staff are available by appointment, to meet on-site with club representatives to work through these matters and provide advice regarding compliance with the Development Act.
- . CARRIED**
- 6 Jan 2021 - 5:12 PM - Elisa Solly
Action completed by: Solly, Elisa
Emails sent and letters posted 6/01/2021

| Meeting | Officer/Director | Section | Subject |
|--------------------|-------------------------------------|-----------------|---|
| Council 15/12/2020 | McCarthy, Michael Barber, Darren | Council Reports | Local Government Association - 2021 Showcase and Ordinary General Meeting |

RESOLUTION 2020/395

Moved: Mayor Lynette Martin
Seconded: Cr Ben Hood

1. That Council Report No. AR20/78757 titled 'Local Government Association - 2021 Showcase and Ordinary General Meeting' as presented on 15 December 2020 be noted.
2. That the Mayor be confirmed as the delegate to represent Council at the 2021 LGA Showcase and Ordinary General Meeting to be held in Adelaide on Thursday 29 April and Friday 30 April 2021 accompanied by the CEO, with all associated costs to be met by Council.



| | | | |
|-----------------------|------------|------------|-------------------------|
| Outstanding/Finalised | Division: | Date From: | 15/12/2020 |
| Action Sheets Report | Committee: | Date To: | 15/12/2020 |
| | Officer: | Printed: | 12 January 2021 9:26 AM |

3. That the Deputy Mayor be confirmed as proxy delegate to represent Council, should the Mayor not be able to attend.

CARRIED

22 Dec 2020 - 11:25 AM - Michael McCarthy
 Action completed by: McCarthy, Michael
 CEO/Mayoral PA notified

| Meeting | Officer/Director | Section | Subject |
|--------------------|---|-----------------|-------------------------------|
| Council 15/12/2020 | Izzard, Aaron Cernovskis, Barbara | Council Reports | Bulky Waste Collection Update |

RESOLUTION 2020/396

Moved: Cr Ben Hood
 Seconded: Cr Sonya Meziniec

1. That Council Report No. AR20/78824 titled 'Bulky Waste Collection Update' as presented on 15 December 2020 be noted.

CARRIED

| Meeting | Officer/Director | Section | Subject |
|--------------------|---|-----------------|---------------------|
| Council 15/12/2020 | Izzard, Aaron Cernovskis, Barbara | Council Reports | FOGO Service Update |

RESOLUTION 2020/397

Moved: Cr Sonya Meziniec
 Seconded: Cr Steven Perryman

1. That Council Report No. AR20/78936 titled 'FOGO Service Update' as presented on 15 December 2020 be noted.

CARRIED



| | | | |
|-----------------------|------------|------------|-------------------------|
| Outstanding/Finalised | Division: | Date From: | 15/12/2020 |
| | Committee: | Date To: | 15/12/2020 |
| Action Sheets Report | Officer: | Printed: | 12 January 2021 9:26 AM |

| Meeting | Officer/Director | Section | Subject |
|--|-------------------------------------|-----------------|-------------------------------|
| Council 15/12/2020 | McCarthy, Michael Barber, Darren | Council Reports | Tenure of Blue Lake Perimeter |
| RESOLUTION 2020/398 | | | |
| Moved: Cr Sonya Meziniec | | | |
| Seconded: Cr Max Bruins | | | |
| <ol style="list-style-type: none"> That Council Report No. AR20/80940 titled 'Tenure of Blue Lake Perimeter' as presented on 15 December 2020 be noted. A further report be presented when tenure of the Blue Lake area has been confirmed. Council write to the Minister for Tourism, Hon. Steven Marshall Premier, the Minister for Crown Land, the Attorney General, Minister for Environment and Water and the local Member regarding the application for joint custodianship of the outer perimeter of the Blue Lake highlighting the important tourism and economic contribution that the Blue Lake makes to the local and the state economy and requesting their assistance to expedite the approval of the joint custodianship application. | | | |
| CARRIED | | | |

| Meeting | Officer/Director | Section | Subject |
|--|-------------------------------------|-----------------|--------------------------------------|
| Council 15/12/2020 | McCarthy, Michael Barber, Darren | Council Reports | Deputy Mayor - Expiry of 2 Year Term |
| RESOLUTION 2020/399 | | | |
| Moved: Mayor Lynette Martin | | | |
| Seconded: Cr Steven Perryman | | | |
| <ol style="list-style-type: none"> That Council Report No. AR20/81322 titled 'Deputy Mayor - Expiry of 2 Year Term' as presented on 15 December 2020 be noted. That nominations be sought for the position of Deputy Mayor for the period until the 2022 local government elections. That, having received more than one nomination for the position of Deputy Mayor, a secret ballot be conducted forthwith without debate in accordance with Council Policy C410 Meeting Code of Practice. The Chief Executive Officer (or any other Senior Officer present) shall be the Returning Officer to declare the result and draw lots (if/as necessary) and the following shall apply: <ul style="list-style-type: none"> Any Member present at the meeting may be nominated. The Mayor does not vote on the question of the appointment of Deputy Mayor. A Member not in his or her seat at the meeting does not vote. The candidate with the highest number of votes (or where two or more candidates receive the equal highest number of votes the first name drawn | | | |



| | | | |
|-----------------------|------------|------------|-------------------------|
| Outstanding/Finalised | Division: | Date From: | 15/12/2020 |
| | Committee: | Date To: | 15/12/2020 |
| Action Sheets Report | Officer: | Printed: | 12 January 2021 9:26 AM |

in the lot) shall be declared the Deputy Mayor.

- A division cannot be called for when a vote on the question of appointing a Deputy Mayor is taken.
- The Mayor may (but is not required to) accept a motion to endorse the appointment of the Deputy Mayor however any failure or variation of the motion shall be of no effect on the result of the secret ballot.

CARRIED

22 Dec 2020 - 11:27 AM - Michael McCarthy
 Action completed by: McCarthy, Michael
 EXATeam requested to update records and Finance requested to action changes to allowances

| Meeting | Officer/Director | Section | Subject |
|--------------------|--|---------------------|--|
| Council 15/12/2020 | Cernovskis, Barbara Cernovskis, Barbara | Motions with Notice | Notice of Motion - Limestone Coast Destination Management Plan |

RESOLUTION 2020/401

Moved: Cr Steven Perryman
 Seconded: Cr Ben Hood

1. That Council Report No. AR20/82434 titled 'Notice of Motion - Limestone Coast Destination Management Plan' as presented on 15 December 2020 be noted.
2. Council invites the CEO of LCLGA and the Tourism Development Manager to meet with available members of Mount Gambier Council to discuss the Limestone Coast Destination Management Plan, in particular the human resource needs to successfully activate the plan.

CARRIED

8 Jan 2021 - 8:41 AM - Ashlee Lavia
 Revised Target Date changed by: Lavia, Ashlee From: 29 Dec 2020 To: 26 Feb 2021
 Reason: In progress.



| | | | |
|-----------------------|------------|----------------------------------|------------|
| Outstanding/Finalised | Division: | Date From: | 15/12/2020 |
| | Committee: | Date To: | 15/12/2020 |
| Action Sheets Report | Officer: | Printed: 12 January 2021 9:26 AM | |

| Meeting | Officer/Director | Section | Subject |
|---|--|---------------------|--|
| Council 15/12/2020 | Cernovskis, Barbara Cernovskis, Barbara | Motions with Notice | Notice of Motion - Referral of Budget Items to Budget Review 2 |
| RESOLUTION 2020/402 | | | |
| Moved: Cr Steven Perryman | | | |
| Seconded: Cr Max Bruins | | | |
| <ol style="list-style-type: none"> That Council Report No. AR20/82435 titled 'Notice of Motion - Referral of Budget items to Budget Review 2' as presented on 15 December 2020 be noted. That the following budget items (Attachment 1) be referred to Budget Review 2 for consideration of reducing budgetary expenditure allocations. | | | |
| CARRIED | | | |
| <p>8 Jan 2021 - 8:40 AM - Ashlee Lavia Revised Target Date changed by: Lavia, Ashlee From: 29 Dec 2020 To: 26 Feb 2021 Reason: In progress - pending Elected Member Workshop on 2 February 2021.</p> | | | |

| Meeting | Officer/Director | Section | Subject |
|---|--|---------------------|--|
| Council 15/12/2020 | Cernovskis, Barbara Cernovskis, Barbara | Motions with Notice | Notice of Motion - Filming and Audio Recording Devices |
| RESOLUTION 2020/403 | | | |
| Moved: Cr Ben Hood | | | |
| Seconded: Cr Christian Greco | | | |
| <ol style="list-style-type: none"> That Council Report No. AR20/82789 titled 'Notice of Motion - Filming and Audio Recording Devices ' as presented on 15 December 2020 be noted. That a Members Workshop be scheduled as soon as possible to consider Council Policy C410. | | | |
| CARRIED | | | |
| <p>8 Jan 2021 - 8:42 AM - Ashlee Lavia Revised Target Date changed by: Lavia, Ashlee From: 29 Dec 2020 To: 26 Feb 2021 Reason: In Progress - pending Elected Member Workshop.</p> | | | |



15 ECONOMIC AND ENVIRONMENT COMMITTEE MINUTES AND RECOMMENDATIONS

Nil

16 PEOPLE AND PLACE COMMITTEE MINUTES AND RECOMMENDATIONS

Nil

17 REGIONAL SPORT AND RECREATION CENTRE COMMITTEE MINUTES AND RECOMMENDATIONS

Nil

18 COUNCIL ASSESSMENT PANEL MINUTES

Nil

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

Nil



20 AUDIT COMMITTEE MINUTES AND RECOMMENDATIONS

20.1 MINUTES OF THE AUDIT COMMITTEE HELD ON 14 DECEMBER 2020 - [Go to Attachment](#)

RECOMMENDATION

That the Minutes of the Audit Committee meeting held on 14 December 2020 as attached be noted.

20.2 [Audit Committee Works Program](#) – Report No. AR20/82143

RECOMMENDATION

1. That Audit Committee Report No. AR20/82143 titled 'Audit Committee Works Program' as presented on 14 December 2020 be noted.

20.3 [Self-assessment of performance Audit Committee](#) – Report No. AR20/82682

RECOMMENDATION

1. That Audit Committee Report No. AR20/82682 titled 'Self-assessment of performance Audit Committee' as presented on 14 December 2020 be noted.
2. That the audit committee record that it is satisfied that its performance is meeting Council and other relevant Authority's standards and expectations.
3. That the audit committee's Terms of reference are updated from:
'The size of the committee shall be three (3) members.'
To
'The size of the committee shall be between three (3) and 5 members (inclusive).'
4. That the audit committee's Terms of reference will include the following:
'A vacancy in the membership of the audit committee will not invalidate any decisions of the audit committee, provided a quorum is maintained during meetings.'



20.4 [Audit Engagement FY2022 - FY2025](#) – Report No. AR20/82148

RECOMMENDATION

1. That Audit Committee Report No. AR20/82148 titled 'Audit Engagement FY2022 - FY2025' as presented on 14 December 2020 be noted.
2. That Council considers the following matters as part of the tender process for the external audit service provider:
 - provision of potential improvement opportunities
 - inclusion of Audit Engagement Plans

20.5 [Annual Report 2019-20](#) – Report No. AR20/82431

RECOMMENDATION

1. That Audit Committee Report No. AR20/82431 titled 'Annual Report 2019-20' as presented on 14 December 2020 be noted.

20.6 [Emergency Management and Risk Management](#) – Report No. AR20/82729

RECOMMENDATION

1. That Audit Committee Report No. AR20/82729 titled 'Emergency Management and Risk Management' as presented on 14 December 2020 be noted.



20.7 [Quarterly Budget Review 1 2020-21](#) – Report No. AR20/82630

RECOMMENDATION

1. That Audit Committee Report No. AR20/82630 titled 'Quarterly Budget Review 1 2020-21' as presented on 14 December 2020 be noted.
2. That the Audit Committee note the adoption of the following resulting from the first quarterly Budget Review for 2020-21:
YTD quarter 1 budget review (BR1) revisions for the FY2020/21 financial year reflect:
 - A \$2,082,000 forecasted operating deficit, representing a \$489,000 increased deficit from the original budget operating deficit of \$1,593,000;
 - A \$10,290,000 forecast net surplus, representing a \$529,000 decrease from the original budget net surplus of \$10,819,000;
 - No impairment expense within Other Comprehensive expenses at BR1.
 - A \$39,098,000 forecast capital expenditure, representing a \$1,301,000 change from the original budget capital expenditure of \$37,797,000, including a budget revision carry over to 2020/21 of \$1,856,000 and an anticipated carry-over to 2021/22 of \$1,600,000

20.8 [Council budget, LTFP and AMPs review processes for 2021-22](#) – Report No. AR20/82421

RECOMMENDATION

1. That Audit Committee Report No. AR20/82421 titled 'Council budget, LTFP and AMPs review processes for 2021-22' as presented on 14 December 2020 be noted.



21 CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW COMMITTEE MINUTES AND RECOMMENDATIONS

Nil

22 CHIEF EXECUTIVE OFFICER SELECTION PANEL COMMITTEE MINUTES AND RECOMMENDATIONS

Nil

23 BUILDING FIRE SAFETY COMMITTEE MINUTES

Nil



24 COUNCIL REPORTS

24.1 UPDATE ON COVID-19 INITIATIVES – REPORT NO. AR20/79276

| | |
|----------------------------------|--|
| Committee: | Council |
| Meeting Date: | 19 January 2021 |
| Report No.: | AR20/79276 |
| CM9 Reference: | AF19/416 |
| Author: | Barbara Cernovskis, Acting Chief Executive Officer |
| Authoriser: | Barbara Cernovskis, Acting Chief Executive Officer |
| Summary: | This report provides a summary of the progress and success of all the initiatives implemented by Council to-date in response to COVID-19 |
| Strategic Plan Reference: | Goal 1: Our People Goal 2: Our Location Goal 3: Our Diverse Economy Goal 4: Our Climate, Natural Resources, Arts, Culture and Heritage Goal 5: Our Commitment |

REPORT RECOMMENDATION

1. That Council Report No. AR20/79276 titled 'Update on COVID-19 Initiatives' as presented on 19 January 2021 be noted.



TYPE OF REPORT

Corporate

BACKGROUND

Council resolved at the November meeting that the CEO provide a report to Council with a summary of the progress and success of all the initiatives implemented by Council to-date in response to COVID19.

In response to the COVID-19 pandemic, the Council implemented an action plan that consists of three central pillars: ***Our People, Our Economy*** and ***Our Recovery*** acknowledging the need to invest heavily in the social and economic well-being of our community.

This report provides an update on the progress and successes of the City of Mount Gambier COVID-19 initiatives that were developed to support our people, economy and our strong recovery as a community.

PROPOSAL

N/A

LEGAL IMPLICATIONS

N/A

STRATEGIC PLAN

- 1.1.1 Fostering and supporting community-based organisations
- 1.1.2 Supporting programs that allow our community groups to be more effective in achieving their goals
- 1.3.2 Providing opportunities to enable our community to be supported and involved
- 1.3.3 Raising awareness of community accomplishments
- 1.4.1 Developing and delivering community safety initiatives that respond to local issues and concerns
- 1.4.2 Providing integrated services and facilities that encourage active living to improve health and wellbeing
- 1.4.5 Ensuring support services and recreational activities are accessible
- 1.4.6 Providing grant programs that assist the community in delivering services and projects that align with its aspirations
- 3.1.3 Engaging our community leaders in strategies to address current barriers and in shaping the future
- 4.3.2 Reducing the environmental impact of waste and maximising conservation of natural resource
- 4.4.2 Providing library programs, resources and facilities that respond to the changing needs for knowledge, education and leisure.

COUNCIL POLICY

[Emergency Management Policy](#)

ECONOMIC IMPLICATIONS

Council delivered the following initiatives to support the community and provide a direct economic stimulus:

Community Rent Waived



In April 2020 one of the first steps Council took to support the community was to waive the equivalent of one year's rent for all community and sporting tenants and to provide specific support to tourism tenants.

The measure also included the waiving of maintenance charges for sporting clubs and Council agreed to review any future tourism tenancy rent on a monthly basis from 1 July 2020 until the end of the current public health emergency.

These measures had an impact on Council's budget in the vicinity of \$130,000.

Tourism and Commercial Rent Waived

In addition to waiving community rents, Council also extended support to its tourism and commercial tenants by:

- Waiving any remaining outstanding tourism tenancy rents for the 2019/2020 year on a pro-rata basis from 1 April 2020.
- Delegating to the Chief Executive Officer to waive rents for tourism tenancies until the end of the current public health emergency
- Delegating to the Chief Executive Officer to waive rents for commercial tenants on a case by case basis up to a maximum cumulative total of \$60,000

With the public health emergency remaining in place the rental waiver measures continue to be in place for three tourism tenancies until the state emergency directions are lifted. The cumulative value of this measure for the period from 1 April to 30 November 2020 has been approximately \$16,000, with the continuing impact being approximately \$2,000 per month.

The rental waiver for commercial tenancies has only been applied to a single tenant for the six month period from 1 April to 30 September 2020, with ordinary rental recommencing from 1 October 2020. The total budget impact of this measure is estimated at \$16,500.

Community Development Fund

The COVID-19 Community Development Fund was established in May 2020 as a direct response to the pandemic to enable community and sporting groups to undertake works at their facilities while activities were unable occur.

The fund consisted of two streams - one for minor works up to \$5,000 and major works for projects up to \$20,000, with Council opting to increase the initial pool of funding from \$200,000 to \$350,000 to accommodate a high volume of applications.

More than 30 community groups received funding as part of the initiative, with projects varying from re-tiling, painting and guttering works to Council Response to COVID-19.

Sponsorship for cancelled events honoured

With COVID-19 causing the cancellation and postponement of a number of events, Council resolved to provide support to community event organisers. At the April 2020 meeting, Council endorsed the payment of part or all sponsorship funding for events where a commitment was made in advance of the public health emergency.

The initiative was designed to reduce the financial impost on event organisers and was accommodated within the 2019/2020 budget, equating to approximately \$250,000.

Rate relief for local businesses

Council provided rate relief to businesses whose activity has been significantly impacted by COVID-19 with Council endorsing the move to refund or waive the equivalent of one quarter of rates and the Regional Landscape Levy, on application, for commercial properties based in Mount Gambier.

The move followed a resolution of Council at the special meeting held Tuesday 5 May 2020 authorising the CEO to waive fees and charges associated with outdoor dining until 30 June 2021.



Commercial rate relief was provided for 177 properties totalling \$174,673.00, of which 38 payments were made to refund advance payments.

Big, Small - Support Us All Campaign

City of Mount Gambier, the Chamber of Commerce, Women in Business and Regional Development (WiBRD) and Regional Development Australia Limestone Coast (RDALC) launched a collaborative campaign encouraging people to support local businesses in Mount Gambier.

The campaign launched with a Facebook / Instagram competition running from Friday 4 December to Sunday 20 December 2020 with 10 \$100 vouchers provided as prizes.

This collaboration is a result of the 'Our City. Our Economy' Business Survey and Reconnect to Recover business networking event held in July 2020. The event highlighted the importance of local businesses working together to get through this challenging time.

It is anticipated that the 'Big, Small - Support Us All' campaign will be an ongoing initiative to support the local business community.

ENVIRONMENTAL IMPLICATIONS

A Kerbside Bulky Waste Trial was introduced during COVID-19. Since the beginning of the trial at the start of July 2020 there have been over 1,900 collections. Almost 2,500 large items have been collected (this does not include small items), equating to over 450 tonnes of items and materials. Of the materials collected 95% has been recycled or re-used. Only 5% of collected material has gone to landfill, an excellent result. Items are sorted by Council staff at the Waste Transfer Station. Many similar collections in large cities send all materials collected to landfill, with no sorting occurring.

A selection of staff that were hired as a response to the Covid-19 crisis were largely used for the service.

Included are some examples of positive feedback from the community:

"Resident A called to give some positive feedback on Council's bulky waste collection service. He said that it is very appreciated and that he had great service from the people collecting the waste. He is very impressed by the whole service."

"Resident B called to thank the men who collected her bulky waste this morning. She said it was great service that she was very happy with"

SOCIAL IMPLICATIONS

Social interaction within the community continued with the following initiatives:

Services switched to online programming

Despite being closed to the public for some weeks throughout the pandemic the Mount Gambier Library continued to offer modified services to the community electronically and via a 'click and collect' arrangement.

Customers were able to reserve items including DVDs, CDs, books, magazines, jigsaws and other items online or over the phone.

Library staff were also kept busy creating innovative programs online.

Faced with having to cancel all programs and close the doors, The Riddoch and Main Corner Complex team also adapted to enable digital program delivery.

Dubbed 'Riddoch at Home', the digital program offered online craft workshops and access to templates, profiling of local artists, content shared from current exhibitions and the stories of the esteemed Riddoch collection.



Each week a different piece from the Riddoch collection was shared with online audiences and a local artist profiled via social media aimed at delivering the cultural complex's programs to its regular following while affording exposure to the broader community.

Blue Lake perimeter path converted to one way

Following feedback and concern from the community, the popular exercise route around the famous Blue Lake was restricted to one way in April 2020 with all users asked to proceed clockwise only.

The move followed the requirement for Council to close all playgrounds, skate parks and the pump track to comply with Federal Government guidelines with the key directive to the community at the time being to stay at home and only go out for food, work, medical needs and exercise.

CULTURAL IMPLICATIONS

N/A

RESOURCE IMPLICATIONS

Corporate Volunteering Program

Under the pillar Our People of the three-pronged COVID-19 Our City Our Response strategy the Council committed to ensuring minimal disruption to the delivery of essential community services such as Meals on Wheels, Foodbank and SpareYaChange for Kids in the interest of maintaining the safety, health and wellbeing of those most vulnerable in our community.

To support these essential community services Council staff and vehicles were utilised to fill positions that community volunteers were no longer able to complete due to COVID-19. The below is a snapshot of support provided between April and July 2020:

Meals on Wheels

- April 2020 – 66 shifts totalling approx. 157 hrs
- May 2020 – 64 shifts totalling approx. 162 hrs
- June 2020 – 10 shifts totalling approx. 30 hrs
- July 2020 - 10 shifts totalling approx. 30 hrs

Foodbank

- April 2020 – 46 shifts totalling approx. 171 hrs
- May 2020 – 31 shifts totalling approx. 122 hrs
- June 2020 – 20 shifts totalling approx. 80 hrs
- July 2020 - 6 shifts totalling approx. 24 hrs

SpareYaChange for Kids

- Access to the City Hall commercial kitchen
- Facilitation and administration with schools to identify need and arrange deliveries
- Weekly deliver of meals - Total 1548 meals

Reflecting on the success of this initiative and the fact that there will continue to be periodic gaps in the capacity of these essential community services, on 23 June 2020 Council endorsed the Corporate Assistance Volunteering program as an ongoing initiative to support essential community services as and when the need arises.



Through this program Council is currently providing ongoing support to Meals on Wheels through a commitment to undertake a fortnightly Corporate Volunteer delivery round.

COVID-19 Employee Program

This program started on the 30 May 2020, with a gradual increase of up to 21 Covid-19 employees working in the following areas:

- Parks & Gardens - 6 employees
- Civil - 5 employees
- Painting/Street Maintenance - 4 employees
- Hard Waste Collection - 6 employees

An additional 3 trainees were employed through the program (Administration, Construction & Maintenance and Mechanic)

As at 14 January 2021 Council had 3 Covid-19 employees left working in the following areas:

- Parks and Gardens - 2 employees
- Building Maintenance – 1 employee

VALUE FOR MONEY

The value for money for Council's investment in the COVID-19 initiatives is demonstrated throughout this report in terms of community benefit.

RISK IMPLICATIONS

An internal evaluation is underway with the administration to determine at an operational level what worked well, what didn't and some proposed solutions. The outcome of this work will be reflected in our Risk Management Framework, Emergency Management and Business Continuity Plans and procedures.

EQUALITIES AND DIVERSITY IMPLICATIONS

N/A

ENGAGEMENT AND COMMUNICATION STRATEGY

A comprehensive local information and engagement hub was set up for the community through Council's Have Your Say Portal.

Local Media, variable message boards, letterbox drops, website and social mediums were all used to communicate and engage with the community (examples Attachment 1)

IMPLEMENTATION STRATEGY

This has been addressed throughout the report.

CONCLUSION AND RECOMMENDATION

Council invested many hours in creating and implementing the Our City, Our Response COVID-19 strategy, underpinned by three central pillars: ***Our People, Our Economy and Our Recovery.***

Council made key decisions under these pillars during the early stages of the pandemic to safeguard and assist the community, and to position the city for a strong recovery. The depth and breadth of community support provided by Council to support our community throughout this pandemic is clearly outlined in this report.

ATTACHMENTS

1. Our City. Our Response flyers and advertisements [↓](#)



Our City. Our Response.

COVID-19

As the impact of Covid-19 reverberates across the globe, the need to invest heavily in the social and economic well-being of our community is of utmost importance.

In response, the City of Mount Gambier has developed a multi-pronged plan that will focus on our people, our economy and our recovery.

We will restructure our budget and redirect resources to ensure council has the capacity to support our community through this period of uncertainty.

It is vitally important that we all stay connected with friends and family, sharing special moments of joy and inspiration, but also drawing on each other's strengths when needed.

Our community has always been strong and resilient, forward-thinking and compassionate. These are valued traits that will lay the foundation for a solid recovery.

If we work together, respect each other and look out for one another, we will get through this hardship and prepare our city to be the best that it can be.

— Mayor and Elected Members

Action Plan / Stage 1

Our Economy

- Restructure council budget to fund multi-pronged relief plan
- Develop jobs and business support package
- Defer rates and suspend interest charges on outstanding payments (on application)
- Waive rent for all eligible tenants in council owned buildings

Our People

- Initiate Critical Community Response Team
- Deploy Council staff to support critical community services & organisations
- Convene Community response round table
- Establish online portal to support coordination of community need, services and organisations

Our Recovery

- Facilitate programs to keep our Community connected
- Fast track infrastructure works programs to support local business
- Prepare future based strategy to re-ignite economy
- Prepare activation plan for community spaces

For up-to-date information, visit
haveyoursaymountgambier.com.au/covid-19





Right now, many of our city's business are doing it tough. As part of our response to COVID-19 we have provided financial support to sporting, community and tourism tenants, residents and businesses experiencing hardship, supporting community services and are continuing to roll out capital work programs. We now want to understand what else our business community needs at this time.

Please take 5 minutes to fill out this simple survey to help Council build a strong and robust plan to work together towards recovery.

Scan the QR code or visit
bit.ly/OurEconomy-Survey

Survey closes April 24th and Council will begin to develop the plan immediately.



COVID-19

**Our City.
Our Response.**



City of
Mount Gambier



Applications are now open for the City of Mount Gambier Community Development Fund.


Funding is available to community and sporting groups for minor (up to \$5,000) and major (up to \$20,000) repair, renovation or improvement works for community infrastructure.

More information and application form available at: bit.ly/ComDevFund



Stay up-to-date with Council's response at:
www.haveyoursaymountgambier.com.au/covid-19

COVID-19
Our City.
Our Response.



City of
Mount Gambier



Our actions to date.

COVID-19 Our City. Our Response.

Our People

- Supporting Spare Ya Change 4 Kids with a community kitchen to provide meals for vulnerable children and families
- Establishing a Community Development Fund to support community and sporting groups
- Ongoing deployment of Council staff to support critical community services and organisations
- Online portal strengthened to support coordination of community needs, services and organisations

Our Economy

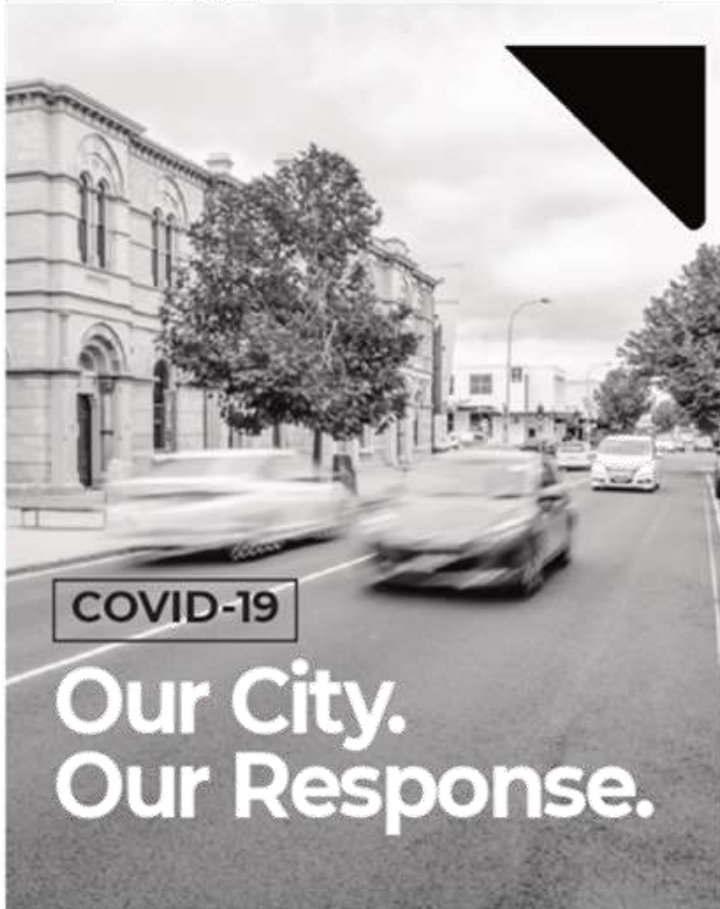
- Draft Council 2020/2021 budget released including multi-million dollar COVID-19 funding
- Deferring rate payments and waiving rent for Council tenants
- Honoring Council sponsorship commitment for current year events
- Undertaken business survey to inform establishment of a stimulus and relief fund (criteria to be developed)

Our Recovery

- Accelerating delivery of works programs to support local business
- Developing improvement and activation plans for community spaces and places
- Developing a future based strategy to re-ignite local economy
- Activation work program to create short term employment opportunities

Stay up-to-date at haveyoursaymountgambier.com.au/covid-19





City of
Mount Gambier

COUNCIL RATES

Council understand that the current COVID-19 situation is rapidly changing, and that this is a difficult time for our community.

We know many people may be facing financial hardship during this uncertain time.

If you are experiencing financial hardship due to COVID-19, please give us a call to discuss how we can support you.

As a start we will be waiving all fines and interest.

For those experiencing hardship, we will support you to organise a payment arrangement specific to your financial circumstances with extended time to pay without penalty until further notice.



If you wish to have a confidential chat about payment of your rates please call and speak with a Rates Officer on 08 8721 2561 or submit a request online at www.mountgambier.sa.gov.au/ratesenquiry



Our actions to date.

Our City. Our Response.

COVID-19

Our People

- Supporting Spare Ya Change 4 Kids with a community kitchen to provide meals for vulnerable children and families
- Establishing a Community Development Fund to support community and sporting groups
- Ongoing deployment of Council staff to support critical community services and organisations
- Online portal strengthened to support coordination of community needs, services and organisations

Our Economy

- Draft Council 2020/2021 budget released including multi-million dollar COVID-19 funding
- Deferring rate payments and waiving rent for Council tenants
- Honoring Council sponsorship commitment for current year events
- Undertaken business survey to inform establishment of a stimulus and relief fund (criteria to be developed)

Our Recovery

- Accelerating delivery of works programs to support local business
- Developing improvement and activation plans for community spaces and places
- Developing a future based strategy to re-ignite local economy
- Activation work program to create short term employment opportunities

Stay up-to-date at haveyoursaymountgambier.com.au/covid-19



24.2 LOCAL GOVERNMENT INFRASTRUCTURE PARTNERSHIP PROGRAM – REPORT NO. AR20/85887

| | |
|----------------------------------|--|
| Committee: | Council |
| Meeting Date: | 19 January 2021 |
| Report No.: | AR20/85887 |
| CM9 Reference: | AF19/416 |
| Author: | Jessica Porter, Strategy, Development and Research Co-ordinator |
| Authoriser: | Nick Serle, General Manager City Infrastructure |
| Summary: | The Local Government Infrastructure Partnership Program (IPP) supports councils to accelerate spending on community infrastructure projects. Council is looking to install solar lights along the entire shared cycle/walking rail trail and undertake the next stage of the shared cycle/walking path, being from Wandilo Road to the TAFE/UniSA campus on Wireless Road West. The IPP provides a valuable funding opportunity to assist in the completion of these works. |
| Strategic Plan Reference: | Goal 1: Our People Goal 2: Our Location Goal 3: Our Diverse Economy Goal 4: Our Climate, Natural Resources, Arts, Culture and Heritage Goal 5: Our Commitment |

REPORT RECOMMENDATION

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



TYPE OF REPORT

Corporate

BACKGROUND

The Local Government Infrastructure Partnership Program has been established to support councils to accelerate spending on community infrastructure projects that contribute to the future economic growth of the region, or support the Government's Growth State agenda, or improve local infrastructure facilities for businesses and community organisations to enable them to grow in the future, or upgrade key community facilities.

PROPOSAL

Council is looking to undertake the next stage of the shared cycle/walking path, being from Wandilo Road to the TAFE/UniSA campus on Wireless Road West. In addition, works to the existing shared cycle/walking rail trail is to include the installation of solar lights along the entire length of the rail trail path. The IPP provides a valuable funding opportunity to assist in the completion of these works.

LEGAL IMPLICATIONS

Nil legal implications identified.

STRATEGIC PLAN

Should Council be successful in securing funding from the IPP, the completion of the Wandilo Road to TAFE, Wireless Road West shared path project and addition of solar lighting to the rail trail will contribute to all five goals within Council's Strategic Plan 2020-2024.

Further, the submission to the IPP draws on Council's role statements as service provider, owner/custodian, information provider/promoter, initiator/facilitator, advocate and partnership.

Goal 1: Our People

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

Goal 2: Our Location

- 2.1. Infrastructure development and manage our current assets
- 2.4. Recognition of our indoor and outdoor sporting assets and our adventurous opportunities

Goal 3: Our Diverse Economy

- 3.2. Land use planning settings

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

- 4.2. Open Space
- 4.3. Planned reduction of our carbon footprint
- 4.4. Recreational and Cultural pursuits

Goal 5: Our commitment

COUNCIL POLICY

A900 – Asset Management Policy

<https://s3-ap-southeast-2.amazonaws.com/cm-g-public-assets/docs/A900-Asset-Management.pdf>

T150 – Treasury Management

<https://s3-ap-southeast-2.amazonaws.com/cm-g-public-assets/general-images/T150-Treasury-Management.pdf>



ECONOMIC IMPLICATIONS

To be eligible projects must have a GST exclusive cost of at least \$1 million. Council will need to consider including “matching” (50% of total project cost) funds in 2020/2021 budget for the Rail Trail/Shared Path and also solar projects at upcoming budget workshops. To be eligible projects must have a GST exclusive cost of at least \$1 million.

ENVIRONMENTAL IMPLICATIONS

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

SOCIAL IMPLICATIONS

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

CULTURAL IMPLICATIONS

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

RESOURCE IMPLICATIONS

Council staff will build and maintain the facilities if the grant application is successful.

VALUE FOR MONEY

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

RISK IMPLICATIONS

Nil risks have been identified.

EQUALITIES AND DIVERSITY IMPLICATIONS

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

ENGAGEMENT AND COMMUNICATION STRATEGY

In the event that Council is successful in securing funding from the IPP, an engagement and communication strategy for the project will be developed in collaboration with Council’s Community Engagement team.

IMPLEMENTATION STRATEGY

In the event that Council is successful in securing funding from the IPP, an implementation strategy for the project will be developed. All works need to be completed no later than 12 months after the approval of the funding application.

CONCLUSION AND RECOMMENDATION

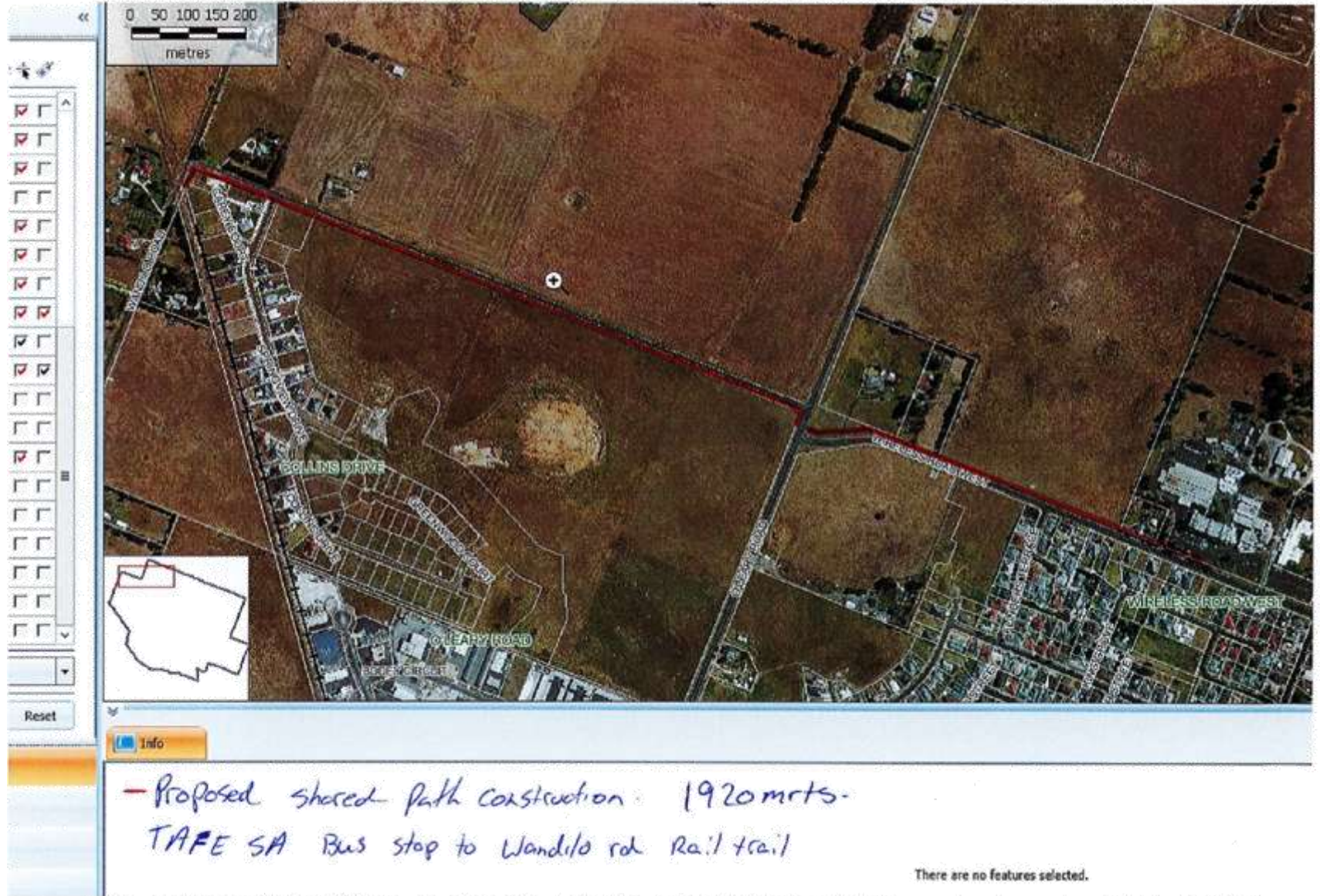
Council prepare a submission for the Local Government Infrastructure Partnership Program, seeking State Government funding to support to assist in the addition of solar lights to the existing rail trail and completion of the Wandilo Road to TAFE, Wireless Road West shared path project.



ATTACHMENTS

1. Location of proposed extension of cycle/walk shared path - Wandilo Road to Wireless Road West [↓](#)
2. City of Mount Gambier Reserves [↓](#)







24.3 OPEN SPACE AND PLACES FOR PEOPLE GRANT FUNDING 2021 – REPORT NO. AR20/86146

| | |
|----------------------------------|---|
| Committee: | Council |
| Meeting Date: | 19 January 2021 |
| Report No.: | AR20/86146 |
| CM9 Reference: | AF19/416 |
| Author: | Jessica Porter, Strategy, Development and Research Co-ordinator |
| Authoriser: | Nick Serle, General Manager City Infrastructure |
| Summary: | The Open Space and Places for People Grant (OSPPG) is made available to councils to support and enhance the state’s health, liveability and sustainability. The grants can assist councils with the planning, purchase and enhancement of public open space. The OSPPG provides an opportunity for Council to secure funding to assist in the development of a Crater Lakes Precinct Plan. |
| Strategic Plan Reference: | Goal 1: Our People Goal 2: Our Location Goal 3: Our Diverse Economy Goal 4: Our Climate, Natural Resources, Arts, Culture and Heritage Goal 5: Our Commitment |

REPORT RECOMMENDATION

1. That Council Report No. AR20/86146 titled ‘Open Space and Places for People Grant Funding 2021’ as presented on 19 January 2021 be noted.
2. Council prepare a submission for the Open Space and Places for People Grant Funding 2021, seeking State Government funding to support to assist in the development of a Crater Lakes Precinct Plan.



TYPE OF REPORT

Corporate

BACKGROUND

The funding round for the Open Space and Places for People 2020-21 grant program is now open. The Planning and Development Fund allows the Government to adopt a state-wide approach to implement open space and public realm projects through direct investment in local government projects, co-investment opportunities via the Open Space and Places for People grants programs.

PROPOSAL

Through the current City of Mount Gambier Strategic Plan 2002-2024, Council has expressed a desire to develop an aspirational masterplan for the Crater Lakes area. In 2004, Council developed a Crater Lakes Area (Volcanic Complex) Conservation Management Plan, which was to provide a clear direction and guidance to Council and the community, regarding the future use and management of the Crater Lakes Area. The development of a specific Crater Lakes Precinct Plan will build on this previous work, however it will be a stand-alone plan, which encompasses the actions detailed in Council's current Strategic Plan.

LEGAL IMPLICATIONS

Nil legal implications identified.

STRATEGIC PLAN

Should Council be successful in securing funding from the OSPPG, the development of the Crater Lake Precinct Plan will contribute to all five goals within Council's Strategic Plan 2020-2024.

Further, the submission to the OSPPG draws on Council's role statements as service provider, owner/custodian, information provider/promoter, initiator/facilitator, advocate and partnership.

Specifically, this item relates to:

Goal 1 – Our People:

1.3 Sense of community.

1.4 Care for the community.

Goal 2 – Our Location:

2.1 Infrastructure development and managing our current assets.

2.3 The Crater Lakes Precinct and other areas of tourism potential.

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

Goal 3 – Our Diverse Economy:

3.2 Land use planning settings.

3.4 Tourism is contributing to a diverse economy and creating opportunity.

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

4.1 Natural assets.

4.2 Open Space.

4.4 Recreational and cultural pursuits.

Goal 5 - Our Commitment.

COUNCIL POLICY

A900 – Asset Management Policy

<https://s3-ap-southeast-2.amazonaws.com/cm-g-public-assets/docs/A900-Asset-Management.pdf>



T150 – Treasury Management

<https://s3-ap-southeast-2.amazonaws.com/cm-g-public-assets/general-images/T150-Treasury-Management.pdf>

ECONOMIC IMPLICATIONS

Council will need to consider including “matching” (50% of total project cost) funds in 2020/2021 budget for the development of a Crater Lakes Precinct Plan.

ENVIRONMENTAL IMPLICATIONS

The Crater Lakes Area is of significant environmental value to the community. Not only is it the key water source for the City, but also an important area which accommodates the Conservation Park and ongoing conservation projects.

SOCIAL IMPLICATIONS

The Crater Lakes Area is of significant social value to the community. The area provides a variety of spaces, both natural and built form, which enables our community form a strong sense of place and identity.

CULTURAL IMPLICATIONS

The Crater Lakes Area is of significant cultural value to the Boandik people.

The Mount Gambier Volcanic Complex was gazetted as a State Heritage Area and is also included on the Register of the National Estate. The area contains a number of State Heritage Places that are individually identified.

RESOURCE IMPLICATIONS

The development of a Crater Lakes Precinct Plan is expected to be completed by consultants experienced in producing such plans.

VALUE FOR MONEY

If Council is successful in securing the grant funding the work will be put out to tender in accordance with Council’s procurement policy.

RISK IMPLICATIONS

Nil risks have been identified.

EQUALITIES AND DIVERSITY IMPLICATIONS

The development of a Crater Lakes Precinct Plan will include investigation of how equality and diversity outcomes can be improved.

ENGAGEMENT AND COMMUNICATION STRATEGY

In the event that Council is successful in securing funding from the OSPPG, an engagement and communication strategy for the project will be developed in collaboration with Council’s Community Engagement team.

IMPLEMENTATION STRATEGY

In the event that Council is successful in securing funding from the OSPPG, an implementation strategy for the project will be developed.

CONCLUSION AND RECOMMENDATION

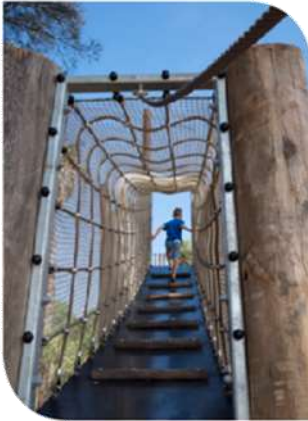
Council prepare a submission for the Open Space and Places for People Grant Program.

ATTACHMENTS

1. Open Space and Places for People Grant Guidelines [↓](#)



Open Space and Places for People Grant Guidelines



Application closing date
19 February 2021



Government of South Australia
Attorney-General's Department

Planning and Development Fund

The Planning and Development Fund (the Fund) operates under the *Planning, Development and Infrastructure Act 2016*. The Fund provides the means for open space and public realm investment across South Australia.

Money paid into the Fund is derived from monetary payments in lieu of open space for development involving the division of land into 20 or less allotments and for strata and community titles. This money is spent in line with the Act and is administered by the Attorney-General's Department.

The Fund allows the South Australian Government to adopt a state-wide approach to strategically implement open space and public realm projects in an objective manner. Along with allowing the Minister for Planning and Local Government to acquire, manage and develop land for open space, the Fund provides grant funding opportunities for local government by financing the **Open Space** and **Places for People Grant Programs**.

The objectives of the **Open Space Grant Program** are to:

- Improve the conservation, enhancement and enjoyment of public open spaces to provide community access to quality green public open space for positive health and wellbeing outcomes
- Provide a range of unstructured recreation opportunities compatible with the surrounding environment

The objectives of the **Places for People Grant Program** are to:

- Create or revitalise public spaces that are important to the social, cultural and economic life of their communities
- Support innovative and creative design processes and outcomes to create unique, well-designed and sustainable public spaces



Open Space and Places for People Grant Programs

Access to quality public open space is becoming increasingly important to ensure South Australia remains liveable, healthy and sustainable, particularly in the context of increasing residential infill in existing neighbourhoods. Councils may apply for grants to assist with the planning, purchase and enhancement of public open space.

Purpose and Objectives

The purpose of these grant programs is to support and enhance the state's liveability and sustainability.

The programs will support projects that:

- Facilitate the integrated delivery of quality public open space particularly in areas of growth and renewal
- Provide a diverse range of high quality public open spaces that offer a range of active and passive opportunities
- Improve the way our places function, making them more sustainable, more accessible, safer and healthier
- Promote urban greening and climate change resilience
- Create an interconnected network of high quality green spaces that join destinations, public transport and growth areas

Project Types

Under the grant programs, councils may apply for funding for the following types of projects:

- **Development** for the enhancement or revitalisation of:
 - Reserves and parks
 - Linear parks
 - Coastal reserves
 - Trails and strategic open space linkages
 - Foreshore and riverfront precincts
 - Civic plazas, town squares and main street precincts



- **Planning and urban design** to guide future development of key open space and public realm precincts including:
 - Open space and cycling/walking strategies
 - Public realm strategies and urban design frameworks
 - Master plans and concepts plans
- **Land purchase** (Open Space only)

Councils may submit multiple applications per funding round and will need to nominate which type of project they are seeking funding for.

Where development projects are for the upgrade, extension or replacement of existing infrastructure, applications will need to demonstrate how the proposed project provides significant increase in benefit than is currently existing (i.e. improved economic or social benefits).



Eligibility and Assessment Criteria

Grants are available to all local government or organisations representing out of council areas within South Australia. In order to be eligible for grant funding, councils must have met all acquittal conditions for previous funding. Councils should contact a grant funding coordinator prior to submitting an application to ensure there are no outstanding acquittals.

Councils will need to ensure that their proposed projects meet the following eligibility criteria prior to submitting an application.

Eligibility

- Applications can only be made by local government or from organisations representing out of council areas
- Projects should have at least a 50% funding contribution from council (see grant funding and other co-contributions for further information)
- Projects must be undertaken on public land with free public access (no fee or charge levied to use the space, or ongoing exclusive use by particular groups – this includes applications for land purchases)
- Projects must be able to be completed within 18 months of grant funding approval
- Projects should be able to commence within two months of grant funding approval
- Councils should not have any outstanding acquittals for overdue projects; outstanding acquittals for overdue projects may lead to an application for the current grant program not being assessed
- Funding is only available for new works; retrospective funding is not available for anything undertaken prior to grant funding approval

Ineligibility

The following types of works are not eligible for funding, please do not include these in your application:

- Commercial operations and buildings, including club rooms
- Road works including routine upgrading of footpaths, kerbs and car parks
- Council administration and project management costs associated with delivery of the proposed project



- Public art pieces as a singular project (may be included as part of an overall project design)
- Projects that require the public to pay a fee to access the site
- Construction and planning of organised sporting facilities
- Projects which are considered to be part of council's usual ongoing maintenance and management of a site (including ongoing reserve management, asset maintenance or replacement of existing infrastructure)
- Projects which commence prior to grant funding approval (including any initial project work, studies, planning or land purchases)

Assessment Criteria

All proposed projects will be assessed against the following assessment criteria with priority given to those projects which align with the grant program objectives.

Grant Program Objectives

- Improve accessibility and safety
 - Response to community issues and improve safety of public open space
 - Increased useability and function for a wide cross section of the community and take into account the needs of mobility impaired users, the elderly and children, etc.
- Promote urban greening and climate change resilience
 - Provide access to quality green public spaces
 - Improved sustainability
- Improve open space and neighbourhood connectivity
 - Provide connections to other paths, trails, streetscapes, etc.
 - Improved connections to support and encourage wider use of public open space and its surrounds (consider wayfinding/interpretive signage)
- Demonstrate community support and consultation
 - Strong level of support from the community
 - Empower communities to work in partnership to foster civic pride and social responsibility through the project



- Demonstrate alignment to the objectives of the **Open Space Grant Program** (if applicable)
- Demonstrate alignment to the objectives of the **Places for People Grant Program** (if applicable)

Strategic Alignment

- Demonstrate relevance to the [State Planning Policies](#) and relevant [Planning Strategy](#)
- Demonstrate alignment with local council planning strategies – i.e. council open space and/or public realm strategies
- Demonstrate how the proposed project will support areas of growth and renewal or areas of low open space provision or quality



Grant Funding and Co-contributions

Grant Funding Availability

The **grant programs** are funded through the Planning and Development Fund. There is no minimum or maximum grant funding amount. In addition, councils may submit multiple applications. However, councils should consider their ability to match requested funding for all proposed projects.

Please note, while an application may meet the assessment criteria, a grant is not guaranteed and successful projects may not receive funding to the full amount requested.

Council Contribution

Councils co-funding contribution can consist of co-contributions from community groups and in-kind works. Co-funding demonstrates your commitment to the proposed project and can show evidence of community support. If the council contribution includes in-kind works (from either council or a community group) a monetary amount equivalent will need to be identified within the total project budget breakdown.

When applying for **strategic land purchases** to acquire land for public open space. Please note:

- Grant funding is only available towards the market value of the land, any payment above market value will need to be fully funded by council
- Funding will not be provided towards legal costs, transfer fees, stamp duty or compensation arising from compulsory acquisition of land by council

External Funding and Joint Partnerships

Councils should investigate and embrace other external funding opportunities and seek partner organisations with objectives matching those of the proposed project.

Councils are encouraged to seek other sources of funding to supplement grant funding for their proposed project including:

- Other State and Commonwealth Government grant funding programs
- Joint funding with other councils to achieve regional priorities

Contributions from other South Australian Government agencies cannot count towards councils 50% co-contribution.



Project Target Table

A target table of activities and project outcomes contributing towards the proposed project cost must be provided as an attachment to the application form (an example is provided on the following page).

A high level breakdown of the costs associated with the proposed project will be sufficient. For development projects, where a cost estimate has been completed by a quantity surveyor, you may wish to include this as an additional attachment. A target table is not required for land purchase projects.

Please note when providing a target table:

- These figures should not include GST
- Funding is not provided towards council administration costs and project management costs; please do not allocate grant funding towards these costs
- Please provide a monetary amount for any in-kind work and indicate these amounts in the project target table
- The project target table should not include works or activities that have already been undertaken
- Project cost over-runs are the financial responsibility of the council



Project Target Table – Example

| ACTIVITY | TARGET OUTCOMES (brief description of activity) | QTY | COST P&D FUND | COST COUNCIL | COST OTHER | COST TOTAL | |
|--|---|---|------------------|------------------|-----------------|-----------------------|-----------|
| | | | | | | | |
| Urban Design | Urban design framework | | \$45,000 | \$45,000 | | \$90,000 | |
| | Council project management and administration costs | | | \$10,000 | | \$10,000 | |
| | TOTAL | | \$45,000 | \$55,000 | | \$100,000 | |
| <hr style="border-top: 1px dashed orange;"/> | | | | | | | |
| ACTIVITY | TARGET OUTCOMES (brief description of activity) | QTY | COST P&D FUND | COST COUNCIL | COST OTHER | COST TOTAL | |
| Planning and development | Detailed design | | \$45,000 | \$45,000 | | \$90,000 | |
| | Capital works – Town Square | Town square furniture (seating, bins) | | \$20,000 | \$20,000 | | \$40,000 |
| | | Shade and lighting | | \$80,000 | \$80,000 | | \$160,000 |
| | | Landscaping and paving | | \$50,000 | \$50,000 | | \$100,000 |
| | | Public art and signage | 4 | | \$14,000 | \$14,000 | \$28,000 |
| | Capital works – main street precinct | Landscaping (street trees, WSUD treatments) | | \$35,000 | \$35,000 | | \$70,000 |
| | | Reorganise street parking | | | \$75,000 | | \$75,000 |
| | | Road edge improvement and paving | 25sq m | | \$30,000 | | \$30,000 |
| | Widening of street to create shared use pathway | | | \$45,000 | | \$45,000 | |
| | TOTAL | | \$230,000 | \$394,000 | \$14,000 | \$638,000 | |
| <hr style="border-top: 1px dashed orange;"/> | | | | | | | |
| ACTIVITY | TARGET OUTCOMES (brief description of activity) | QTY | COST P&D FUND | COST COUNCIL | COST OTHER | COST TOTAL | |
| Development | Capital works | Nature play playground and rest area | | \$25,000 | \$25,000 | | \$50,000 |
| | | Landscaping (trees, mulching) | | | \$25,000 | \$23,000 (in-kind) | \$48,000 |
| | | Pathway and road crossings | 1km | | \$10,000 | | \$10,000 |
| | | Signage, lighting and drinking fountain | | \$38,000 | \$30,000 | \$8,000 (in-kind) | \$76,000 |
| | TOTAL | | \$63,000 | \$90,000 | \$31,000 | \$184,000 | |
| <hr style="border-top: 1px dashed orange;"/> | | | | | | | |
| ACTIVITY | TARGET OUTCOMES (brief description of activity) | QTY | COST P&D FUND | COST COUNCIL | COST OTHER | COST TOTAL | |
| Development | Trail preparation and construction | 3km | \$255,000 | \$255,000 | | \$510,000 | |
| TOTAL | | | \$255,000 | \$255,000 | | \$510,000 | |

Open Space and Places for People Grant Guidelines



Application Process

Discuss any proposed project with a grant funding coordinator. This can be done via phone or email and is encouraged to ensure that all applications are consistent with the objectives of the grant programs.

Where appropriate a grant funding coordinator will arrange a site visit to view the site and discuss the proposal in further detail.

Once the scope, detail and eligibility of your proposal has been determined, complete the online application form. Ensure all relevant sections are completed with all required supporting material and documentation included.

Supporting material may include:

- Development project:
 - Location map
 - Photos of existing site conditions
 - Concept plan
 - Previous strategic work (i.e. master plan, concept plan, detailed design)
 - Project target table (and a cost estimate by a quantity surveyor, if applicable)
- Planning and Urban Design project:
 - Location map
 - Photos of existing site conditions
 - Project brief
 - Project target table (and a cost estimate by a quantity surveyor, if applicable)
- Land purchase:
 - Location map
 - Photos of existing site conditions
 - Current market valuation (by a Certified Practising Valuer)
 - Legal description of property and copy of current Certificate of Title



Lodgement of Applications

Applications for the 2020-21 financial year close at **5pm Friday 19 February 2021**. Applications and supporting documents must be received prior to the closing date.

Grants are now managed online through the SmartyGrants platform. Please login to access the application form and view the status of your grant application.

Successful councils will be notified in writing which projects will be funded.

Assessment Process

The grant programs are highly competitive; applicants must not assume they will be successful. All applications will be assessed by the Attorney-General's Department according to the assessment criteria and will be presented to the Minister for Planning and Local Government for the final funding decision. **Please note a funding decision may not be made until June 2021.**

Assessment will take into consideration previous grant performance and the status of any current projects.

Assessment of the proposed project may involve an inspection of the project site with council staff and the grant coordinators.



Grant Conditions and Responsibilities

- In order to accept and receive the grant funding offer, councils are required to enter into a formal Funding Agreement with the Minister for Planning and Local Government – a sample copy of the Funding Agreement can be obtained from the Attorney-General's Department on request
- The proposed project must be carried out as described in the application
- Any variance of project scope, budget or grant requirement is at the discretion of the Minister for Planning and Local Government
- Where a council project manager changes or a project cannot meet the agreed timeframe for completion, a funding coordinator from the Attorney-General's Department must be contacted
- Successful applicants must acknowledge the grant contribution through the Planning and Development Fund in any publications or publicity regarding the project
- Projects must be able to be completed within 18 months of grant funding approval

Reporting and Monitoring

Reporting on project progress and achievement of milestones will be required on an ongoing basis until the project is completed.

After completion of the project and within 30 business days of the end of the specified funding period, councils must submit a Final Report that includes suitable evidence of project completion such as:

- Summary of expenditure
- Photographs of completed project (if applicable)
- Completed concept plan, documentation, etc. (if applicable)

Any unspent grant funding must be repaid in accordance with the conditions of the Funding Agreement.

Please note that the contact details of council's project manager can be changed at any time by sending an e-mail to PublicSpaceGrants@sa.gov.au along with the relevant submission reference number and new project manager contact details (i.e. name, phone number and e-mail address).



Contact us

To discuss your proposal or for further information, please contact the Office for Design and Architecture South Australia grant coordinators.

Telephone: (08) 8402 1852

Email: PublicSpaceGrants@sa.gov.au



25 MOTIONS WITH NOTICE

Nil

26 URGENT MOTIONS WITHOUT NOTICE

27 CONFIDENTIAL ITEMS OF COMMITTEES

Nil



28 NEW CONFIDENTIAL ITEMS

28.1 MOUNT GAMBIER PRIVATE HOSPITAL - FEASIBILITY STUDY STAGES 4-6 – REPORT NO. AR21/1334

CONSIDERATION FOR EXCLUSION OF THE PUBLIC

Pursuant to section 90(2) of the *Local Government Act 1999* the Council orders that all members of the public, except Mayor L Martin, Councillors S Mezinac, K Amoroso, M Bruins, C Greco, B Hood, P Jenner, F Morello and S Perryman and Council Officers B Cernovskis, N Serle, D Barber, M McCarthy, S McLean and F McGregor be excluded from attendance at the meeting for the receipt, discussion and consideration in confidence of Agenda Item 28.1 AR21/1334 Mount Gambier Private Hospital - Feasibility Study Stages 4-6.

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

- commercial information of a confidential nature (not being a trade secret) the disclosure of which could reasonably be expected:
 - to prejudice the commercial position of the person who supplied the information, or
 - to confer a commercial advantage on a third party
- information concerning matters that must be considered in confidence in order to ensure that the Council does not:
 - breach any law, order or direction of a court or tribunal constituted by law,
 - breach any duty of confidence, or
 - breach any other legal obligation or duty

The Council is satisfied that the principle that the meeting be conducted in a place open to the public has been outweighed in the circumstances because the information to be considered includes third party commercial information provided to Council in-confidence which, if released, could confer an advantage or prejudice the commercial position of a third party and breach a duty of confidence.

CONSIDERATION FOR KEEPING ITEMS CONFIDENTIAL

1. In accordance with Sections 91(7) and 91(9) of the *Local Government Act 1999* the Council orders that the report 28.1 AR21/1334 Mount Gambier Private Hospital - Feasibility Study Stages 4-6 and its attachments, the discussion and the resolution/s and minutes arising from the report, having been considered by the Council in confidence under Section 90(2) & (3) (d) and (g) be kept confidential and not available for public inspection until Council has been released from its duty of confidence, to be reviewed at least once in every 12 months.
2. Further that Council delegates the power to review, revoke, but not extend the confidential order to the Chief Executive Officer in accordance with the provisions of Section 91(9)(c) of the *Local Government Act 1999*.

28.2 NOTICE OF MOTION - INDEPENDENT CONSULTANT MEMBER OF CHIEF EXECUTIVE OFFICER SELECTION PANEL – REPORT NO. AR21/1800

CONSIDERATION FOR EXCLUSION OF THE PUBLIC

Pursuant to section 90(2) of the *Local Government Act 1999* the Council orders that all members of the public, except Mayor L Martin, Councillors S Mezinac, K Amoroso, M Bruins, C Greco, B Hood, P Jenner, F Morello and S Perryman and Council Officers B Cernovskis, N Serle, D Barber, M McCarthy, S McLean and F McGregory be excluded from attendance at the meeting for the receipt, discussion and consideration in confidence of Agenda Item 28.2 AR21/1800 Notice of Motion - Independent Consultant Member of Chief Executive Officer Selection Panel.

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 matter to be considered includes personal affairs information associated with a proposed nominee for the position of independent consultant member of the CEO Selection Panel including personal qualities and attributes, and suitability for the position being information that falls within the ambit of s90(3)(a) and s90(9)(a) and (b).

Further, the matter relates to the provision of consultancy services to the Council, the consideration of which could reasonably be expected to prejudice the commercial position of the Council in respect of the arrangements and could prejudice the commercial position or confer a commercial advantage of third parties.

CONSIDERATION FOR KEEPING ITEMS CONFIDENTIAL

1. In accordance with Sections 91(7) and 91(9) of the *Local Government Act 1999* the Council orders that the report 28.2 AR21/1800 Notice of Motion - Independent Consultant Member of Chief Executive Officer Selection Panel and its attachments, the discussion and the resolution/s and minutes arising from the report, having been considered by the Council in confidence under Section 90(2) & (3) (a), (b) and (d) be kept confidential and not available for public inspection until 5 years have elapsed.

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

29 MEETING CLOSE



COMMITTEE MINUTES

AND

REPORTS / ATTACHMENTS

**MINUTES OF CITY OF MOUNT GAMBIER
ORDINARY COUNCIL MEETING
HELD AT THE COUNCIL CHAMBER, CIVIC CENTRE, 10 WATSON TERRACE,
MOUNT GAMBIER ON TUESDAY, 15 DECEMBER 2020 AT 6.00 P.M.**

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

| | | |
|--------------------------------|--------------------------------------|-------------------------|
| OFFICERS IN ATTENDANCE: | Acting Chief Executive Officer | - Ms B Cernovskis |
| | General Manager City Infrastructure | - Mr N Serle |
| | Media and Communications Coordinator | - Ms S McLean |
| | Manager Governance and Property | - Mr M McCarthy |
| | Manager Development Services | - Ms T Tzioutziouklaris |
| | Finance Manager | - Mr J Zwijnenburg |
| | Library Manager | - Ms G Davison |
| | Executive Administration Officer | - Mrs M J Telford |

1 ACKNOWLEDGEMENT OF COUNTRY

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

2 APOLOGIES

Nil

3 LEAVE OF ABSENCE

Nil

4 CONFIRMATION OF COUNCIL MINUTES

RESOLUTION 2020/377

Moved: Mayor Lynette Martin

Seconded: Cr Max Bruins

That the minutes of the Ordinary Council meeting held on 17 November 2020 be confirmed as an accurate record of the proceedings of the meeting.

CARRIED

5 MAYORAL REPORT

- Screen Print of T-Shirt for Clothesline Project – 16 Days of Activism
- LGFSG Virtual Operational Briefing re COVID-19 State Lock Down
- COMG Virtual COVID-19 Update to Elected Members re State Lock Down
- LGFSG Virtual Operational Briefing
- Weekly LCLGA Mayor's Virtual Meeting
- Sky News Interview re State Lock Down

- LGFSG Virtual Operational Briefing
- LGFSG Virtual Operational Briefing – State Lock Down Update (Sat 21 Nov)
- Virtual Stand Like Stone Community Grant Ceremony
- LGFSG Virtual Operational Briefing
- Photo with Santa – Lifestyle Magazine
- Guest Speaker at Lioness Club Dinner Meeting
- GTE Cheque Handover – Mayor’s Christmas Appeal
- Julian Mattay Cheque Handover – Mayor’s Christmas Appeal
- With Acting CEO, meeting re Ryder Cheshire Home
- Promotion – Big, Small, Support Us All Campaign
- Weekly LCLGA Mayor’s Virtual Meeting
- Lifeline – Donation of Toys – Mayor’s Christmas Appeal
- Australia Day Advisory Group Meeting - Selection
- With Acting CEO, meeting with representatives Pioneer Basketball
- 2020 Limestone Coast Local Health Network (LCLHN) Annual Public Meeting
- Gambier City Lions - Dinner Meeting - Drawing of Children's Cancer Foundation Raffle
- Presentation to Select Committee on Regional Australia Inquiry into Regional Australia, via Teleconference
- Weekly LCLGA Mayor’s Virtual Meeting
- Official Launch of the Book, The GTE Story
- People and Place Committee Meeting
- Tenison Woods College, Middle School Awards Ceremony
- LGA General Board Meeting and Christmas Lunch

RESOLUTION 2020/378

Moved: Mayor Lynette Martin

Seconded: Cr Kate Amoroso

That the Mayoral report made on 15 December 2020 be received.

CARRIED

6 REPORTS FROM COUNCILLORS

| | |
|-------------|---|
| Cr Hood | Project Control Group – Site Tour and Meeting Blue Lake Carols |
| Cr Jenner | LCLGA Roads and Transport Management Group Meeting Group Training Employment Official Book Launch – The Group Training Employment Story Group Training Employment Board Meeting |
| Cr Meziniec | Riddoch Arts and Cultural Centre Board Induction Riddoch Arts and Cultural Centre Board Senior Awards Presentation Tenison Woods College Santa's Boulevard Transport in the Limestone Coast Zoom Meeting with Members of the Limestone Coast Leadership Program Transport Group |

RESOLUTION 2020/379

Moved: Cr Christian Greco

Seconded: Cr Paul Jenner

That the reports made by Councillors on 15 December 2020 be received.

CARRIED

7 QUESTIONS WITH NOTICE

Nil

8 QUESTIONS WITHOUT NOTICE

Nil

Regulation 15 (3) Cr Perryman sought and was granted leave of the meeting to make a personal explanation in relation to his request to video record meetings.

9 PETITIONS

Nil

10 DEPUTATIONS

Nil

11 NOTICE OF MOTION TO RESCIND OR AMEND

Nil

12 ELECTED MEMBERS WORKSHOPS

12.1 ELECTED MEMBER WORKSHOPS HELD 16 NOVEMBER 2020 TO 11 DECEMBER 2020

RESOLUTION 2020/380

Moved: Cr Sonya Meziniec

Seconded: Cr Frank Morello

1. That Council Report No. AR20/25154 titled 'Elected Member Workshops held 16 November 2020 to 11 December 2020' as presented on 15 December 2020 be noted.

CARRIED

13 ELECTED MEMBERS TRAINING AND DEVELOPMENT

Nil

14 COUNCIL ACTION ITEMS**14.1 ACTION ITEMS 17 NOVEMBER 2020****RESOLUTION 2020/381**

Moved: Cr Christian Greco

Seconded: Cr Max Bruins

1. That Council Report No. AR20/25204 titled 'Action Items 17 November 2020' as presented on 15 December 2020 be noted.

CARRIED

15 ECONOMIC AND ENVIRONMENT COMMITTEE MINUTES AND RECOMMENDATIONS

Nil

16 PEOPLE AND PLACE COMMITTEE MINUTES AND RECOMMENDATIONS**16.1 MINUTES OF THE PEOPLE AND PLACE COMMITTEE HELD ON 7 DECEMBER 2020****RESOLUTION 2020/382**

Moved: Cr Frank Morello

Seconded: Cr Sonya Mezinac

That the Minutes of the People and Place Committee meeting held on 7 December 2020 as attached be noted.

CARRIED

16.2 PROPERTY MANAGEMENT - HASTINGS CUNNINGHAM RESERVE SHEDS – REPORT NO. AR20/73556**MOTION**

Moved: Cr Frank Morello

Seconded: Cr Max Bruins

1. That People and Place Committee Report No. AR20/73556 titled 'Property Management - Hastings Cunningham Reserve Sheds' as presented on 07 December 2020 be noted.
2. That, noting Council's commitment to a strategic approach to property management issues guided by a Sport, Recreation and Open Space Plan and precinct master plans at the September 2020 meeting, Council defer seeking expressions of interest from local community groups interested in occupying Shed No. 14 until after it has these planning processes to provide strategic direction for the occupation of sheds at Hastings Cunningham Reserve.

AMENDMENT

Moved: Cr Paul Jenner

1. That People and Place Committee Report No. AR20/73556 titled 'Property Management - Hastings Cunningham Reserve Sheds' as presented on 07 December 2020 be noted.
2. Council readvertise to the public to seek interest in the use of the shed (14) at Hastings Cunningham Reserve and bring forward a report for March 2021 meeting.

The Amendment was

WITHDRAWN

MOTION

Moved: Cr Frank Morello

Seconded: Cr Max Bruins

1. That People and Place Committee Report No. AR20/73556 titled 'Property Management - Hastings Cunningham Reserve Sheds' as presented on 07 December 2020 be noted.
2. That, noting Council's commitment to a strategic approach to property management issues guided by a Sport, Recreation and Open Space Plan and precinct master plans at the September 2020 meeting, Council defer seeking expressions of interest from local community groups interested in occupying Shed No. 14 until after it has these planning processes to provide strategic direction for the occupation of sheds at Hastings Cunningham Reserve.

The motion was put and

LOST

Cr Perryman called a division.

The declaration was set aside.

Voting by division being:

In Favour: Crs Sonya Meziniec, Max Bruins and Frank Morello

Against: Crs Kate Amoroso, Christian Greco, Ben Hood, Paul Jenner and Steven Perryman

The PRESIDING MEMBER declared the motion

LOST 3/5

16.3 CONSULTATION DRAFT REGIONAL PUBLIC HEALTH PLAN 2021-2026 – REPORT NO. AR20/77671

RESOLUTION 2020/383

Moved: Cr Frank Morello

Seconded: Cr Paul Jenner

1. That People and Place Committee Report No. AR20/77671 titled 'Consultation Draft Regional Public Health Plan 2021-2026' as presented on 07 December 2020 be noted.
2. Council endorse the updated Draft Regional Public Health Plan (as attached to 15 December 2020 Council Agenda) for the purpose of public consultation, in accordance with the public consultation section of the report.
3. The Chief Executive Officer be authorised to make minor textual changes to correct typos and errors of fact.

CARRIED

16.4 UNREASONABLE CONDUCT POLICY – REPORT NO. AR20/78760

MOTION

Moved: Cr Frank Morello
Seconded: Cr Max Bruins

1. That People and Place Committee Report No. AR20/78760 titled 'Unreasonable Conduct Policy' as presented on 07 December 2020 be noted.
2. That, having considered the sound organisational reasoning for an Unreasonable Conduct Policy, the draft policy as attached to Report No. AR20/78760 be adopted and implemented.

AMENDMENT

Moved: Cr Jenner
Seconded: Cr Amoroso

1. That People and Place Committee Report No. AR20/78760 titled 'Unreasonable Conduct Policy' as presented on 07 December 2020 be noted.
2. Council is to be presented copies of a variety of other Councils Unreasonable Conduct Policies.
3. Council gets a full list of SA Councils that have this Policy in use.

The Amendment was put and lost.

AMENDMENT

Moved: Cr Hood
Seconded: Cr Greco

1. That People and Place Committee Report No. AR20/78760 titled 'Unreasonable Conduct Policy' as presented on 07 December 2020 be noted.
2. That, having considered the sound organisational reasoning for an Unreasonable Conduct Policy, the draft policy as attached to Report No. AR20/78760 be adopted and implemented including that a review of all active and closed cases within a quarterly period comes to Council as a confidential report.

The Amendment was put and

CARRIED

The Amendment became the Motion

RESOLUTION 2020/384

Moved: Cr Ben Hood
Seconded: Cr Christian Greco

1. That People and Place Committee Report No. AR20/78760 titled 'Unreasonable Conduct Policy' as presented on 07 December 2020 be noted.
2. That, having considered the sound organisational reasoning for an Unreasonable Conduct Policy, the draft policy as attached to Report No. AR20/78760 be adopted and implemented including that a review of all active and closed cases within a quarterly period comes to Council as a confidential report.

CARRIED

Pursuant to Section 74 of the Local Government Act 1999, Cr Paul Jenner disclosed a material conflict of interest in Item 16.5:

"I am a member of the Council Assessment Panel".

In accordance with Section 74 of the Local Government Act 1999 Cr Jenner did not participate in the meeting for Item 16.5.

Cr Paul Jenner left the meeting at 6:53 pm

16.5 COUNCIL / REGIONAL ASSESSMENT PANEL – REPORT NO. AR20/78763

MOTION

Moved: Cr Frank Morello

Seconded: Cr Max Bruins

1. That People and Place Committee Report No. AR20/78763 titled 'Council / Regional Assessment Panel' as presented on 07 December 2020 be noted.
2. That Council approach the District Councils of Grant and Robe and Wattle Range Council seeking to participate in the formation of a Regional Assessment Panel.
3. Council endorse the Memorandum of Understanding based upon Option B being the preferred constitution.

AMENDMENT

Moved: Cr Steven Perryman

1. That Council Report No. AR20/63299 titled 'Regional Assessment Panel Memorandum of Understanding' as presented on 20 October 2020 be noted.
2. Council continue on with its own Council Assessment Panel.
3. Council advises the other 3 Councils it no longer wishes to be a part of the Regional Assessment Panel.
4. Council review the Terms of Reference of the Council Assessment Panel to reflect the operations of the future Council Assessment Panel.

POINT OF ORDER

Cr Morello raised a point of order that Cr Perryman's proposed amendment is a variation.

The Mayor ruled that the proposed amendment was in fact a variation and could not be accepted as an amendment.

RESOLUTION 2020/385

Moved: Cr Frank Morello

Seconded: Cr Max Bruins

1. That People and Place Committee Report No. AR20/78763 titled 'Council / Regional Assessment Panel' as presented on 07 December 2020 be noted.
2. That Council approach the District Councils of Grant and Robe and Wattle Range Council seeking to participate in the formation of a Regional Assessment Panel.
3. Council endorse the Memorandum of Understanding based upon Option B being the preferred constitution.

CARRIED

Cr Perryman called a division.

The declaration was set aside.

Voting by division being:

In Favour: Crs Sonya Meziniec, Max Bruins, Ben Hood and Frank Morello

Against: Crs Kate Amoroso, Christian Greco and Steven Perryman

Abstained: Cr Lynette Martin

The PRESIDING MEMBER declared the motion

CARRIED 4/3

Cr Paul Jenner returned to the meeting at 7:09 pm

Pursuant to Section 74 of the Local Government Act 1999, Cr Paul Jenner disclosed a material conflict of interest in Item 16.6:

"I am a member of the Council Assessment Panel, I could have a pecuniary interest with this".

In accordance with Section 74 of the Local Government Act 1999 Cr Jenner did not participate in the meeting for Item 16.6.

Cr Paul Jenner left the meeting at 7:10 pm

16.6 REVIEW - COUNCIL ASSESSMENT PANEL – REPORT NO. AR20/79655

RESOLUTION 2020/386

Moved: Cr Frank Morello

Seconded: Cr Sonya Mezinec

1. That People and Place Committee Report No. AR20/79655 titled 'Review - Council Assessment Panel' as presented on 07 December 2020 be noted.
2. That Council endorses the continuation of the Council Assessment Panel in its current form and membership until superseded by the Regional Assessment Panel when established.

CARRIED

Cr Paul Jenner returned to the meeting at 7:12 pm

16.7 LOCAL HERITAGE RESTORATION FUND 2020/2021 - CONSIDERATION OF APPLICATIONS AND DISTRIBUTION OF FUNDS – REPORT NO. AR20/76850

RESOLUTION 2020/387

Moved: Cr Frank Morello

Seconded: Cr Paul Jenner

1. That People and Place Committee Report No. AR20/76850 titled 'Local Heritage Restoration Fund 2020/2021 - Consideration of applications and distribution of funds' as presented on 07 December 2020 be noted.
2. That the Heritage Restoration Fund Grants for 2020/2021 be endorsed and funds distributed as follows:

| PROPERTY | DESCRIPTION OF WORK | RECOMMENDED VALUE OF GRANT |
|------------------------|--|----------------------------|
| 85-87 Gray Street | Painting and repairs of external windows and chimney. Painting and repairs to verandah. | 1,700 |
| 17 Jardine Street | Replacement of damaged window | 1,800 |
| 65 Bay Road | Repairs and update the verandah, replace existing timbers with new timber | 1,800 |
| 1/29 Ferrers Street | Roofing and repairs | 1,800 |
| 12 Wehl Street South | Re-roofing and exterior painting Demolition of lean-to, construction of dwelling additions, addition works do NOT meet the Criteria | 1,800 |
| 9 Jardine Street | Restoration of and painting of front fence and verandah floor | 300 |
| 1 Jardine Street | Replace rotten posts, bearers and decking on front verandah | 1,700 |
| 45 Crouch Street North | Restore verandah | 1,700 |
| 58 Bay Road | Roof and gutter repairs. Repair and paint 4 windows | 1,700 |
| 81 Bay Road | Repair and repaint exterior of building | 1,800 |
| 30 Power Street | Removal and replacement of front fence (including painting) | 1,800 |
| 36 Margaret Street | Replacement and rebuilding of deck on rail lands side of building | 1,800 |
| TOTAL | | 20,000 |

3. That Council Officers advise successful applicants of the outcome of their applications.

CARRIED

17 REGIONAL SPORT AND RECREATION CENTRE COMMITTEE MINUTES AND RECOMMENDATIONS**17.1 MINUTES OF THE REGIONAL SPORT AND RECREATION CENTRE COMMITTEE HELD ON 8 DECEMBER 2020****RESOLUTION 2020/388**

Moved: Cr Ben Hood
Seconded: Cr Max Bruins

That the Minutes of the Regional Sport and Recreation Centre Committee meeting held on 8 December 2020 as attached be noted.

CARRIED

17.2 COMMUNITY AND RECREATION HUB - NAME CONSULTATION – REPORT NO. AR20/78193**MOTION**

Moved: Cr Ben Hood
Seconded: Cr Frank Morello

1. That Regional Sport and Recreation Centre Committee Report No. AR20/78193 titled 'Community and Recreation Hub - Name Consultation ' as presented on 08 December 2020 be noted.
2. The following name for the Community and Recreation Hub be presented to Council for endorsement:
 - (a) Wulanda
3. The following suffix (extended title) for the Community and Recreation Hub be presented to Council for endorsement:
 - (a) Recreation and Convention Centre

AMENDMENT

Moved: Cr Jenner
Seconded: Cr Greco

1. That Regional Sport and Recreation Centre Committee Report No. AR20/78193 titled 'Community and Recreation Hub - Name Consultation ' as presented on 08 December 2020 be noted.
2. The following name for the Community and Recreation Hub be presented to Council for endorsement:
 - (a) Mount Gambier CORE
3. The following suffix (extended title) for the Community and Recreation Hub be presented to Council for endorsement:
 - (a) Recreation and Convention Centre

The Amendment was put and

LOST

RESOLUTION 2020/389

Moved: Cr Ben Hood

Seconded: Cr Frank Morello

1. That Regional Sport and Recreation Centre Committee Report No. AR20/78193 titled 'Community and Recreation Hub - Name Consultation ' as presented on 08 December 2020 be noted.
2. The following name for the Community and Recreation Hub be presented to Council for endorsement:
 - (a) Wulanda
3. The following suffix (extended title) for the Community and Recreation Hub be presented to Council for endorsement:
 - (a) Recreation and Convention Centre

CARRIED**18 COUNCIL ASSESSMENT PANEL MINUTES****18.1 MINUTES OF THE COUNCIL ASSESSMENT PANEL HELD ON 3 DECEMBER 2020****RESOLUTION 2020/390**

Moved: Cr Paul Jenner

Seconded: Cr Christian Greco

That the Minutes of the Council Assessment Panel meeting held on 3 December 2020 as previously circulated be noted.

CARRIED**19 JUNIOR SPORTS ASSISTANCE (SECTION 41) COMMITTEE MINUTES AND RECOMMENDATIONS****19.1 MINUTES OF THE JUNIOR SPORTS ASSISTANCE FUND HELD ON 9 DECEMBER 2020****RESOLUTION 2020/391**

Moved: Cr Christian Greco

Seconded: Cr Ben Hood

That the Minutes of the Junior Sports Assistance Fund meeting held on 9 December 2020 as attached be noted.

CARRIED

19.2 COACHING CLINIC PROGRAM 2020 – REPORT NO. AR20/78671**RESOLUTION 2020/392**

Moved: Cr Christian Greco

Seconded: Cr Sonya Meziniec

1. That Junior Sports Assistance Fund Report No. AR20/78671 titled 'Coaching Clinic Program 2020' as presented on 09 December 2020 be noted.
2. The following funding be made available to the Member Organisation named below to assist in the conduct of specialised coaching clinics in accordance with the guidelines for such Clinics:
 - (i) Basketball Mount Gambier - \$2,000
 - (ii) Blue Lake Y Swim Club - \$2,000
 - (iii) Mount Gambier Cycling Club - \$1,000

CARRIED**19.3 COMMERCIAL CLUB INC. - ANNUAL DONATIONS - EXCEPTIONAL JUNIOR PROGRAM 2019 – REPORT NO. AR20/80402****RESOLUTION 2020/393**

Moved: Cr Christian Greco

Seconded: Cr Paul Jenner

1. That Junior Sports Assistance Fund Report No. AR20/80402 titled 'Commercial Club Inc. - Annual Donations - Exceptional Junior Program 2019' as presented on 09 December 2020 be noted.
2. For the 2019 year the following junior receive the Commercial Club Inc. donation to assist that junior to advance in their chosen sport and to achieve their potential:
Awardee: Tess Wight
3. The presentation of the Commercial Club Inc. donation take place at a time convenient to the recipient, member organisation and a representative of the Commercial Club Inc.
4. The media be invited to attend the presentation.

CARRIED**20 AUDIT COMMITTEE MINUTES AND RECOMMENDATIONS**

Nil

21 CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW COMMITTEE MINUTES AND RECOMMENDATIONS

Nil

22 CHIEF EXECUTIVE OFFICER SELECTION PANEL COMMITTEE MINUTES AND RECOMMENDATIONS

Nil

23 BUILDING FIRE SAFETY COMMITTEE MINUTES

Nil

24 COUNCIL REPORTS**24.1 COUNCIL ADVERTISING AND SIGNAGE POLICY A170****MOTION**

Moved: Mayor Lynette Martin

Seconded: Cr Sonya Mezinac

1. That Council Report No. AR20/78297 titled 'Council Advertising and Signage Policy A170' as presented on 15 December 2020 be noted.
2. That, having considered its position on the erection of advertising and sponsorship signage on leased properties, Council hereby revokes Advertising and Signage Policy A170.
3. That Council grants 'deemed consent' for the installation of signage by community and sporting lessees occupying land owned by Council.

For clarity, 'deemed consent' applies only to occupants with exclusive possession, and does not apply to licensees, permit holders, casual users, or any occupants of Crown Land.
4. That Council noting the requirements for development assessment of signs in certain circumstances provide reasonable support to lessees to lodge development assessment applications.

AMENDMENT

Moved: Cr Steven Perryman

Seconded: Cr Christian Greco

1. That Economic and Environment Committee Report No. AR20/71013 titled 'Review of Advertising and Signage Policy A170' as presented on 02 November 2020, and Report No. AR20/78297 be received and noted.
2. Council write to occupants of all council owned properties and provide a copy of Council's Advertising and Signage Policy A170, and where relevant, provide a list which includes a description and image of each non-complying sign located on the land tenanted by that occupant.
3. Council also inform each occupant that:
 - a) As an occupant of Council land, Council is the Landlord and therefore Council consent is required to erect any signage on such land.
 - b) Council has undertaken an audit of signage on council owned land and found that across the council area there are a number of signs that do not comply with Council's Policy A170.
 - c) Council wishes to work with all occupants of council owned land to ensure compliance with Policy A170.

- d) Council requires the removal of all non-complying signs at the end of their existing sponsorship period, and in any case prior to 01 December 2021.
- e) Council requires the occupant to advise Council in writing not later than 15 February 2021 of the expiry date of any sponsorship agreements that exist as of 15 February 2021 which relate non-complying signs.
- f) Advise that if a response is not received by 15 February 2021, Council will remove the offending signs.
- g) In addition to requiring Council approval to erect advertising signage, occupants may require Development Approval under Development Act.
- h) Council Planning staff are available by appointment, to meet on-site with club representatives to work through these matters and provide advice regarding compliance with the Development Act.

The Amendment was put and

CARRIED

The Amendment became the Motion

RESOLUTION 2020/394

Moved: Cr Steven Perryman

Seconded: Cr Christian Greco

1. That Economic and Environment Committee Report No. AR20/71013 titled 'Review of Advertising and Signage Policy A170' as presented on 02 November 2020, and Report No. AR20/78297 be received and noted.
2. Council write to occupants of all council owned properties and provide a copy of Council's Advertising and Signage Policy A170, and where relevant, provide a list which includes a description and image of each non-complying sign located on the land tenanted by that occupant.
3. Council also inform each occupant that:
 - a) As an occupant of Council land, Council is the Landlord and therefore Council consent is required to erect any signage on such land.
 - b) Council has undertaken an audit of signage on council owned land and found that across the council area there are a number of signs that do not comply with Council's Policy A170.
 - c) Council wishes to work with all occupants of council owned land to ensure compliance with Policy A170.
 - d) Council requires the removal of all non-complying signs at the end of their existing sponsorship period, and in any case prior to 01 December 2021.
 - e) Council requires the occupant to advise Council in writing not later than 15 February 2021 of the expiry date of any sponsorship agreements that exist as of 15 February 2021 which relate non-complying signs.
 - f) Advise that if a response is not received by 15 February 2021, Council will remove the offending signs.
 - g) In addition to requiring Council approval to erect advertising signage, occupants may require Development Approval under Development Act.
 - h) Council Planning staff are available by appointment, to meet on-site with club representatives to work through these matters and provide advice regarding compliance with the Development Act.

.CARRIED**24.2 LOCAL GOVERNMENT ASSOCIATION - 2021 SHOWCASE AND ORDINARY GENERAL MEETING****RESOLUTION 2020/395**

Moved: Mayor Lynette Martin

Seconded: Cr Ben Hood

1. That Council Report No. AR20/78757 titled 'Local Government Association - 2021 Showcase and Ordinary General Meeting' as presented on 15 December 2020 be noted.
2. That the Mayor be confirmed as the delegate to represent Council at the 2021 LGA Showcase and Ordinary General Meeting to be held in Adelaide on Thursday 29 April and Friday 30 April 2021 accompanied by the CEO, with all associated costs to be met by Council.
3. That the Deputy Mayor be confirmed as proxy delegate to represent Council, should the Mayor not be able to attend.

CARRIED**24.3 BULKY WASTE COLLECTION UPDATE****RESOLUTION 2020/396**

Moved: Cr Ben Hood

Seconded: Cr Sonya Meziniec

1. That Council Report No. AR20/78824 titled 'Bulky Waste Collection Update' as presented on 15 December 2020 be noted.

CARRIED

Cr Kate Amoroso left the meeting at 8:10 pm

24.4 FOGO SERVICE UPDATE**RESOLUTION 2020/397**

Moved: Cr Sonya Meziniec

Seconded: Cr Steven Perryman

1. That Council Report No. AR20/78936 titled 'FOGO Service Update' as presented on 15 December 2020 be noted.

CARRIED

Cr Kate Amoroso returned to the meeting at 8:13 pm

24.5 TENURE OF BLUE LAKE PERIMETER**RESOLUTION 2020/398**

Moved: Cr Sonya Meziniec

Seconded: Cr Max Bruins

1. That Council Report No. AR20/80940 titled 'Tenure of Blue Lake Perimeter' as presented on 15 December 2020 be noted.
2. A further report be presented when tenure of the Blue Lake area has been confirmed.
3. Council write to the Minister for Tourism, Hon. Steven Marshall Premier, the Minister for Crown Land, the Attorney General, Minister for Environment and Water and the local Member regarding the application for joint custodianship of the outer perimeter of the Blue Lake highlighting the important tourism and economic contribution that the Blue Lake makes to the local and the state economy and requesting their assistance to expedite the approval of the joint custodianship application.

CARRIED

24.6 DEPUTY MAYOR - EXPIRY OF 2 YEAR TERM

RESOLUTION 2020/399

Moved: Mayor Lynette Martin

Seconded: Cr Steven Perryman

1. That Council Report No. AR20/81322 titled 'Deputy Mayor - Expiry of 2 Year Term' as presented on 15 December 2020 be noted.
2. That nominations be sought for the position of Deputy Mayor for the period until the 2022 local government elections.
3. That, having received more than one nomination for the position of Deputy Mayor, a secret ballot be conducted forthwith without debate in accordance with Council Policy C410 Meeting Code of Practice. The Chief Executive Officer (or any other Senior Officer present) shall be the Returning Officer to declare the result and draw lots (if/as necessary) and the following shall apply:
 - Any Member present at the meeting may be nominated.
 - The Mayor does not vote on the question of the appointment of Deputy Mayor.
 - A Member not in his or her seat at the meeting does not vote.
 - The candidate with the highest number of votes (or where two or more candidates receive the equal highest number of votes the first name drawn in the lot) shall be declared the Deputy Mayor.
 - A division cannot be called for when a vote on the question of appointing a Deputy Mayor is taken.
 - The Mayor may (but is not required to) accept a motion to endorse the appointment of the Deputy Mayor however any failure or variation of the motion shall be of no effect on the result of the secret ballot.

CARRIED

Councillor Greco and Cr Meziniec nominated for the position of Deputy Mayor.

A secret ballot was conducted and the Acting Chief Executive Officer counted the votes with the results being: Cr Greco 4 / Cr Meziniec 4

Due to an equality of votes the Acting Chief Executive Officer drew the candidates names from a lot with the first name drawn, Cr Greco.

The Acting Chief Executive Officer declared Cr Greco to be the successful candidate for the position of Deputy Mayor.

MOTION – THANKS AND APPRECIATION

RESOLUTION 2020/400

Moved: Cr Steven Perryman

Seconded: Cr Paul Jenner

1. Council notes the results of the vote with Cr Greco being voted Deputy Mayor.
2. Council convey its thanks and appreciation to Cr Sonya Meziniec for discharging the role of Deputy Mayor over the past two years.

CARRIED

Cr Max Bruins left the meeting at 8:28 pm

Cr Max Bruins returned to the meeting at 8:30 pm

25 MOTIONS WITH NOTICE

25.1 NOTICE OF MOTION - LIMESTONE COAST DESTINATION MANAGEMENT PLAN

RESOLUTION 2020/401

Moved: Cr Steven Perryman

Seconded: Cr Ben Hood

1. That Council Report No. AR20/82434 titled 'Notice of Motion - Limestone Coast Destination Management Plan' as presented on 15 December 2020 be noted.
2. Council invites the CEO of LCLGA and the Tourism Development Manager to meet with available members of Mount Gambier Council to discuss the Limestone Coast Destination Management Plan, in particular the human resource needs to successfully activate the plan.

CARRIED

25.2 NOTICE OF MOTION - REFERRAL OF BUDGET ITEMS TO BUDGET REVIEW 2**RESOLUTION 2020/402**

Moved: Cr Steven Perryman

Seconded: Cr Max Bruins

1. That Council Report No. AR20/82435 titled 'Notice of Motion - Referral of Budget items to Budget Review 2' as presented on 15 December 2020 be noted.
2. That the following budget items (Attachment 1) be referred to Budget Review 2 for consideration of reducing budgetary expenditure allocations.

CARRIED**25.3 NOTICE OF MOTION - FILMING AND AUDIO RECORDING DEVICES****MOTION**

Moved: Mayor Lynette Martin

Seconded: Cr Sonya Meziniec

1. That Council Report No. AR20/82789 titled 'Notice of Motion - Filming and Audio Recording Devices' as presented on 15 December 2020 be noted.
2. That the words:

'Elected Members and Council Officers (with the exception of Council's Media Officers) be prohibited from taking or making audio, video or video recording or photographs during formal or informal meetings of Council and Committees without the express permission of the Council granted by resolution passed by at least two-thirds of Members.'

be inserted at the end of Clause 12.1 'Filming and Audio Recording Devices' in [Council Policy C410](#).

AMENDMENT

Moved: Cr Ben Hood

Seconded: Cr Christian Greco

1. That Council Report No. AR20/82789 titled 'Notice of Motion - Filming and Audio Recording Devices' as presented on 15 December 2020 be noted.
2. That a Members Workshop be scheduled as soon as possible to consider Council Policy C410.

The Amendment was put and

CARRIED

The Amendment became the Motion

RESOLUTION 2020/403

Moved: Cr Ben Hood

Seconded: Cr Christian Greco

1. That Council Report No. AR20/82789 titled 'Notice of Motion - Filming and Audio Recording Devices' as presented on 15 December 2020 be noted.

2. That a Members Workshop be scheduled as soon as possible to consider Council Policy C410.

CARRIED

26 URGENT MOTIONS WITHOUT NOTICE

Nil

27 CONFIDENTIAL ITEMS OF COMMITTEES

27.1 CONFIDENTIAL ITEMS OF THE REGIONAL SPORT AND RECREATION CENTRE COMMITTEE HELD ON 8 DECEMBER 2020

27.2 PROJECT CONTROL GROUP (PCG) PROGRESS REPORT - AS AT 29/11/2020 – REPORT NO. AR20/80910

RESOLUTION 2020/404

Moved: Cr Frank Morello

Seconded: Cr Kate Amoroso

CONSIDERATION FOR EXCLUSION OF THE PUBLIC

Pursuant to section 90(2) of the *Local Government Act 1999* the Council orders that all members of the public, except Mayor L Martin, Councillors S Meziniec, K Amoroso, M Bruins, C Greco, B Hood, P Jenner, F Morello and S Perryman and Council Officers B Cernovskis, N Serle, M McCarthy and M Telford be excluded from attendance at the meeting for the receipt, discussion and consideration in confidence of Agenda Item 27.2 AR20/80910 Project Control Group (PCG) Progress Report - As at 29/11/2020.

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

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

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

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

In addition, the disclosure of this information would, on balance, be contrary to the public interest. The public interest in public access to the meeting has been balanced against the public interest in the continued non-disclosure of the information. The

benefit to the public at large resulting from withholding the information outweighs the benefit to it of disclosure of the information.

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

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

CARRIED

RESOLUTION 2020/405

Moved: Cr Sonya Mezinac

Seconded: Cr Max Bruins

CONSIDERATION FOR KEEPING ITEMS CONFIDENTIAL

1. In accordance with Sections 91(7) and 91(9) of the *Local Government Act 1999* the Council orders that the report 27.2 AR20/80910 Project Control Group (PCG) Progress Report - As at 29/11/2020 and its attachments, the discussion and the resolution/s and minutes arising from the report, having been considered by the Council in confidence under Section 90(2) & (3) (b), (d) and (k) be kept confidential and not available for public inspection until that the item be reviewed 12 months after successful execution of the contract.
2. Further that Council delegates the power to review, revoke, but not extend the confidential order to the Chief Executive Officer in accordance with the provisions of Section 91(9)(c) of the *Local Government Act 1999*.

CARRIED

28 NEW CONFIDENTIAL ITEMS

Item - Consideration for Exclusion of Public - Item 28.1 - has been moved to follow Item 28.4.

Item - Consideration for Keeping Matters Item Confidential - Item 28.1 - has been moved to follow Item 28.4.

28.2 BOOKMARK CAFE UPDATE – REPORT NO. AR20/79583

RESOLUTION 2020/406

Moved: Cr Sonya Meziniec

Seconded: Cr Frank Morello

CONSIDERATION FOR EXCLUSION OF THE PUBLIC

Pursuant to section 90(2) of the *Local Government Act 1999* the Council orders that all members of the public, except Mayor L Martin, Councillors S Meziniec, K Amoroso, M Bruins, C Greco, B Hood, P Jenner, F Morello and S Perryman and Council Officers B Cernovskis, N Serle, M McCarthy and M Telford be excluded from attendance at the meeting for the receipt, discussion and consideration in confidence of Agenda Item 28.2 AR20/79583 Bookmark Cafe Update.

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

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

The Council is satisfied that the principle that the meeting be conducted in a place open to the public has been outweighed in the circumstances because the information to be considered includes financial and other business information of the proponent that is of a commercial in-confidence nature and includes Council deliberations in relation to continued business arrangements with the proponent. The premature disclosure of this information could reasonably confer an advantage on a third party and prejudice the commercial position of the Council and the party that provided the information. Considering the Councils interest in obtaining best value for the provision of a community service from its facility it is considered that the premature disclosure of this information would, on balance, be contrary to the public interest.

CARRIED

RESOLUTION 2020/407

Moved: Cr Max Bruins
 Seconded: Cr Ben Hood

CONSIDERATION FOR KEEPING ITEMS CONFIDENTIAL

1. In accordance with Sections 91(7) and 91(9) of the *Local Government Act 1999* the Council orders that the report 28.2 AR20/79583 Bookmark Cafe Update and its attachments, the discussion and the resolution/s and minutes arising from the report, having been considered by the Council in confidence under Section 90(2) & (3) (b) and (d) be kept confidential and not available for public inspection until 2 years have elapsed or 12 months after the execution of an agreement with the proponent, whichever is the earlier.
2. Further that Council delegates the power to review, revoke, but not extend the confidential order to the Chief Executive Officer in accordance with the provisions of Section 91(9)(c) of the *Local Government Act 1999*.

CARRIED**28.3 BLUE LAKE GOLF CLUB - SEPTEMBER 2020 QUARTERLY KPI REPORT – REPORT NO. AR20/78759****RESOLUTION 2020/408**

Moved: Cr Max Bruins
 Seconded: Cr Frank Morello

CONSIDERATION FOR EXCLUSION OF THE PUBLIC

Pursuant to section 90(2) of the *Local Government Act 1999* the Council orders that all members of the public, except Mayor L Martin, Councillors S Meziniec, K Amoroso, M Bruins, C Greco, B Hood, P Jenner, F Morello and S Perryman and Council Officers B Cernovskis, N Serle, M McCarthy and M Telford be excluded from attendance at the meeting for the receipt, discussion and consideration in confidence of Agenda Item 28.3 AR20/78759 Blue Lake Golf Club - September 2020 Quarterly KPI Report.

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

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

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

The public interest in the disclosure of this information is considered to be outweighed by the public

benefit provided by the maintenance and management of the public land on which the golf course is located which is reliant on the continued successful operations of the Blue Lake Golf Club.

CARRIED

RESOLUTION 2020/409

Moved: Cr Max Bruins

Seconded: Cr Steven Perryman

CONSIDERATION FOR KEEPING ITEMS CONFIDENTIAL

1. In accordance with Sections 91(7) and 91(9) of the *Local Government Act 1999* the Council orders that the report 28.3 AR20/78759 Blue Lake Golf Club - September 2020 Quarterly KPI Report and its attachments, the discussion and the resolution/s and minutes arising from the report, having been considered by the Council in confidence under Section 90(2) & (3) (d) be kept confidential and not available for public inspection until 2 years have passed or the Blue Lake Golf Club has ceased operating, whichever is the earlier.
2. Further that Council delegates the power to review, revoke, but not extend the confidential order to the Chief Executive Officer in accordance with the provisions of Section 91(9)(c) of the *Local Government Act 1999*.

CARRIED

Cr Max Bruins left the meeting at 9.15 pm and did not return.

28.4 STRATEGIC PROPERTY MANAGEMENT - 12 WHITE AVENUE – REPORT NO. AR20/82411

RESOLUTION 2020/410

Moved: Cr Ben Hood

Seconded: Cr Christian Greco

CONSIDERATION FOR EXCLUSION OF THE PUBLIC

Pursuant to section 90(2) of the *Local Government Act 1999* the Council orders that all members of the public, except Mayor L Martin, Councillors S Meziniec, K Amoroso, M Bruins, C Greco, B Hood, P Jenner, F Morello and S Perryman and Council Officers B Cernovskis, N Serle, M McCarthy and M Telford be excluded from attendance at the meeting for the receipt, discussion and consideration in confidence of Agenda Item 28.4 AR20/82411 Strategic Property Management - 12 White Avenue.

The Council is satisfied that, pursuant to section 90(3) (b) 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
- information concerning matters that must be considered in confidence in order to ensure that the Council does not:

- breach any law, order or direction of a court or tribunal constituted by law,
- breach any duty of confidence, or
- breach any other legal obligation or duty

The Council is satisfied that the principle that the meeting be conducted in a place open to the public has been outweighed in the circumstances because the information to be discussed relates to private property that Council may give consideration to purchasing and the disclosure of this information may reasonably be considered to prejudice the Councils negotiating position and confer an advantage on a third party.

Further, the matter is subject to an existing confidentiality order, the disclosure of which would breach that confidence.

The public interest in the non-disclosure of this information is considered to be outweighed as Council may intend to utilise community funds for any such purchase.

CARRIED

28.1 NOTICE OF MOTION - REQUEST FOR INFORMATION - COMMUNITY AND RECREATION HUB – REPORT NO. AR20/82569

RESOLUTION 2020/411

Moved: Cr Paul Jenner

Seconded: Cr Sonya Mezinac

CONSIDERATION FOR EXCLUSION OF THE PUBLIC

Pursuant to section 90(2) of the *Local Government Act 1999* the Council orders that all members of the public, except Mayor L Martin, Councillors S Mezinac, K Amoroso, M Bruins, C Greco, B Hood, P Jenner, F Morello and S Perryman and Council Officers B Cernovskis, N Serle, M McCarthy and M Telford be excluded from attendance at the meeting for the receipt, discussion and consideration in confidence of Agenda Item 28.1 AR20/82569 Notice of Motion - Request for Information - Community and Recreation Hub.

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

- legal advice

The Council is satisfied that the principle that the meeting be conducted in a place open to the public has been outweighed in the circumstances because the information to be considered includes legal advice sought in relation to the subject matter of the proposed motion and related matters.

CARRIED

Cr Morello suggested a suspension of meeting procedures.

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

Purpose of the Suspension: To discuss Notice of Motion – Request for Information – Community and Recreation Hub.

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

Meeting Procedures were suspended at 9:21 pm

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

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

The Period of Suspension came to an end and Meeting Procedures resumed at 9:58 pm

RESOLUTION 2020/412

Moved: Cr Sonya Mezinac

Seconded: Cr Frank Morello

CONSIDERATION FOR KEEPING MATTERS CONFIDENTIAL

1. In accordance with Sections 91(7) and 91(9) of the *Local Government Act 1999* the Council orders that the report 28.1 AR20/82569 Notice of Motion - Request for Information - Community and Recreation Hub and its attachments, the discussion and the resolution/s and minutes arising from the report, having been considered by the Council in confidence under Section 90(2) & (3) (h) be kept confidential and not available for public inspection until further ordered by Council, to be reviewed at least once in every year.
2. Further that Council delegates the power to review, revoke, but not extend the confidential order to the Chief Executive Officer in accordance with the provisions of Section 91(9)(c) of the *Local Government Act 1999*

CARRIED

29 MEETING CLOSE

The Meeting closed at 10.01 pm.

The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 19 January 2021.

.....
PRESIDING MEMBER

**MINUTES OF CITY OF MOUNT GAMBIER
AUDIT COMMITTEE MEETING
HELD AT THE COMMITTEE ROOM, LEVEL 4, CIVIC CENTRE, 10 WATSON TERRACE,
MOUNT GAMBIER
ON MONDAY, 14 DECEMBER 2020 AT 6.01 P.M.**

PRESENT: Cr Sonya Meziniec, Mr Paul Duka, Ms Angela Kain

| | | |
|--------------------------------|--------------------------------|--------------------|
| OFFICERS IN ATTENDANCE: | Acting Chief Executive Officer | - Ms B Cernovskis |
| | Manager Finance | - Mr J Zwijnenburg |
| | Management Accountant | - Mr C McGregor |

1 ACKNOWLEDGEMENT OF COUNTRY

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

2 APOLOGY(IES)

RECOMMENDATION

That the apology(ies) from Mayor Lynette Martin be received.

3 CONFIRMATION OF MINUTES

COMMITTEE RESOLUTION

Moved: Paul Duka
Seconded: Angela Kain

That the minutes of the Audit Committee meeting held on 8 October 2020 be confirmed as an accurate record of the proceedings of the meeting.

CARRIED

4 QUESTIONS WITHOUT NOTICE

Nil

5 REPORTS

5.1 AUDIT COMMITTEE WORKS PROGRAM

COMMITTEE RESOLUTION

Moved: Cr Sonya Meziniec

Seconded: Paul Duka

1. That Audit Committee Report No. AR20/82143 titled 'Audit Committee Works Program' as presented on 14 December 2020 be noted.

CARRIED

5.2 AUDIT COMMITTEE - SITTING FEES

COMMITTEE RESOLUTION

Moved: Cr Sonya Meziniec

Seconded: Angela Kain

1. That Audit Committee Report No. AR20/17419 titled 'Audit Committee - sitting fees' as presented on 14 December 2020 be noted.
2. That Council amend as follows:
 - (a) The sitting fees for the ordinary meetings of the Audit Committee be increased to:
 - i. Independent Presiding Member \$300.00
 - ii. Other Independent Members \$200.00
 - (b) The sitting fees for any special meeting of the Audit Committee be increased to:
 - iii. Independent Presiding Member \$200.00
 - iv. Other Independent Members \$100.00

CARRIED

5.3 SELF-ASSESSMENT OF PERFORMANCE AUDIT COMMITTEE

COMMITTEE RESOLUTION

Moved: Angela Kain

Seconded: Paul Duka

1. That Audit Committee Report No. AR20/82682 titled 'Self-assessment of performance Audit Committee' as presented on 14 December 2020 be noted.
2. That the audit committee record that it is satisfied that its performance is meeting Council and other relevant Authority's standards and expectations.
3. That the audit committee's Terms of reference are updated from:
'The size of the committee shall be three (3) members.'

To

'The size of the committee shall be between three (3) and 5 members (inclusive).'

4. That the audit committee's Terms of reference will include the following:

'A vacancy in the membership of the audit committee will not invalidate any decisions of the audit committee, provided a quorum is maintained during meetings.'

CARRIED

5.4 AUDIT ENGAGEMENT FY2022 - FY2025

COMMITTEE RESOLUTION

Moved: Angela Kain

Seconded: Paul Duka

1. That Audit Committee Report No. AR20/82148 titled 'Audit Engagement FY2022 - FY2025' as presented on 14 December 2020 be noted.
2. That Council considers the following matters as part of the tender process for the external audit service provider:
 - provision of potential improvement opportunities
 - inclusion of Audit Engagement Plans

CARRIED

5.5 ANNUAL REPORT 2019-20

COMMITTEE RESOLUTION

Moved: Cr Sonya Mezinec

Seconded: Angela Kain

1. That Audit Committee Report No. AR20/82431 titled 'Annual Report 2019-20' as presented on 14 December 2020 be noted.

CARRIED

5.6 EMERGENCY MANAGEMENT AND RISK MANAGEMENT

COMMITTEE RESOLUTION

Moved: Paul Duka

Seconded: Cr Sonya Mezinec

1. That Audit Committee Report No. AR20/82729 titled 'Emergency Management and Risk Management' as presented on 14 December 2020 be noted.

CARRIED

5.7 QUARTERLY BUDGET REVIEW 1 2020-21**COMMITTEE RESOLUTION**

Moved: Cr Sonya Meziniec

Seconded: Paul Duka

1. That Audit Committee Report No. AR20/82630 titled 'Quarterly Budget Review 1 2020-21' as presented on 14 December 2020 be noted.
2. That the Audit Committee note the adoption of the following resulting from the first quarterly Budget Review for 2020-21:

YTD quarter 1 budget review (BR1) revisions for the FY2020/21 financial year reflect:

- A \$2,082,000 forecasted operating deficit, representing a \$489,000 increased deficit from the original budget operating deficit of \$1,593,000;
- A \$10,290,000 forecast net surplus, representing a \$529,000 decrease from the original budget net surplus of \$10,819,000;
- No impairment expense within Other Comprehensive expenses at BR1.
- A \$39,098,000 forecast capital expenditure, representing a \$1,301,000 change from the original budget capital expenditure of \$37,797,000, including a budget revision carry over to 2020/21 of \$1,856,000 and an anticipated carry-over to 2021/22 of \$1,600,000

CARRIED**5.8 COUNCIL BUDGET, LTFP AND AMPS REVIEW PROCESSES FOR 2021-22****COMMITTEE RESOLUTION**

Moved: Paul Duka

Seconded: Angela Kain

2. That Audit Committee Report No. AR20/82421 titled 'Council budget, LTFP and AMPS review processes for 2021-22' as presented on 14 December 2020 be noted.

CARRIED**6 MEETING CLOSE****The Meeting closed at 6.46 p.m.****The minutes of this meeting were confirmed at the Audit Committee held on 15 March 2021.**.....
PRESIDING MEMBER

20.2 AUDIT COMMITTEE WORKS PROGRAM – REPORT NO. AR20/82143

| | |
|----------------------------------|---|
| Committee: | Audit Committee |
| Meeting Date: | 14 December 2020 |
| Report No.: | AR20/82143 |
| CM9 Reference: | AF11/863 |
| Author: | Jeroen Zwijnenburg, Manager Finance and Customer Service |
| Authoriser: | Barbara Cernovskis, Acting Chief Executive Officer |
| Summary: | The Annual Work Program for 2020-21 is included in the agenda of the Audit Committee for noting, respectively endorsement |
| Strategic Plan Reference: | Goal 5: Our Commitment |

REPORT RECOMMENDATION

1. That Audit Committee Report No. AR20/82143 titled 'Audit Committee Works Program' as presented on 14 December 2020 be noted.



TYPE OF REPORT

Corporate

BACKGROUND

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

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

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

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

PROPOSAL

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

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

LEGAL IMPLICATIONS

Nil

STRATEGIC PLAN

Nil

COUNCIL POLICY

Nil

ECONOMIC IMPLICATIONS

Nil

ENVIRONMENTAL IMPLICATIONS

Nil

SOCIAL IMPLICATIONS

Nil

CULTURAL IMPLICATIONS

Nil

RESOURCE IMPLICATIONS

Nil

VALUE FOR MONEY

Nil

RISK IMPLICATIONS

Nil

EQUALITIES AND DIVERSITY IMPLICATIONS

Nil



ENGAGEMENT AND COMMUNICATION STRATEGY

Nil

IMPLEMENTATION STRATEGY

Nil

CONCLUSION AND RECOMMENDATION

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

ATTACHMENTS

1. Audit Committee Annual Work Program Tables - Meeting 14 12 2020 [↓](#)





Audit Committee

Annual Work Program
Reviewed May 2020

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

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

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

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Audit Committee

**Annual Work Program
Reviewed May 2020**

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





Audit Committee

Annual Work Program
Reviewed May 2020

Audit Committee members' and external auditor presence at meetings:

| 2020/21 Financial Year | | 8 October 2020 | 14 December 2020 | | | Total |
|-------------------------|---|------------------------|------------------|--|--|-------|
| Audit Committee Members | Cr Mrs. Sonya Mezinec | Yes – Presiding member | | | | 1/1 |
| | Ms. Angela Kain – appointed | Yes | | | | 1/1 |
| | Mr. Paul Duka – appointed May 2019 | Yes | | | | 1/1 |
| | Mayor – Mrs. Lynette Martin | No | | | | |
| TOTAL attendance | | 3 | | | | |
| External Auditor | Mr. Tim Muhlhausler | Yes (item 5.1) | | | | |
| Council Staff | Ms. Barbara Cernovskis, Acting CEO | Yes | | | | |
| | Mr. Colin McGregor, Management Accountant | Yes | | | | |
| | Mr. Jeroen Zwijnenburg, Manager Finance | Yes | | | | |



20.3 SELF-ASSESSMENT OF PERFORMANCE AUDIT COMMITTEE – REPORT NO. AR20/82682

| | |
|----------------------------------|---|
| Committee: | Audit Committee |
| Meeting Date: | 14 December 2020 |
| Report No.: | AR20/82682 |
| CM9 Reference: | AF11/863 |
| Author: | Jeroen Zwijnenburg, Manager Finance and Customer Service |
| Authoriser: | Barbara Cernovskis, Acting Chief Executive Officer |
| Summary: | The Audit Committee’s self-assessment of its performance considers various factors and areas of responsibility. Audit Committee members’ input is valued greatly in this process to grow and strengthen the value adding role of the Audit Committee within Council. |
| Strategic Plan Reference: | Goal 5: Our Commitment |

REPORT RECOMMENDATION

1. That Audit Committee Report No. AR20/82682 titled ‘Self-assessment of performance Audit Committee’ as presented on 14 December 2020 be noted.
2. That the audit committee record that it is satisfied that its performance is meeting Council and other relevant Authority's standards and expectations.
3. That the audit committee’s Terms of reference are updated from:
‘The size of the committee shall be three (3) members.’
To
‘The size of the committee shall be between three (3) and 5 members (inclusive).’
4. That the audit committee’s Terms of reference will include the following:
‘A vacancy in the membership of the audit committee will not invalidate any decisions of the audit committee, provided a quorum is maintained during meetings.’



TYPE OF REPORT

Corporate

BACKGROUND

The Audit Committee Terms of Reference provides for "at least once a year, review its own performance and terms of reference to ensure it is operating at a maximum effectiveness and recommend changes it considers necessary to the Council for approval".

(a) the self-assessment should take into account factors such as:

- the Committee's work program;
- the Committee's operating environment;
- the stage of maturity of the Committee;
- Council's strategic directions;
- Council's risk and control environment;
- current and emerging trends and factors, and;
- the outcomes of previous self-assessments (if any).

PROPOSAL**BACKGROUND**

The Audit Committee Terms of Reference provides for "at least once a year, review its own performance and terms of reference to ensure it is operating at a maximum effectiveness and recommend changes it considers necessary to the Council for approval".

(b) the self-assessment should take into account factors such as:

- the Committee's work program;
- the Committee's operating environment;
- the stage of maturity of the Committee;
- Council's strategic directions;
- Council's risk and control environment;
- current and emerging trends and factors, and;
- the outcomes of previous self-assessments (if any).

DISCUSSION**Self-assessment**

The Audit Committee's comments and recommendations resulting from the self-assessment are drafted in Table 1. This table is consistent with the review table included in the 20 January 2020 audit committee report.

The audit committee members are encouraged to provide any additional or alternative input into the drafted response for inclusion before finalisation.

Table 1: Self performance considerations

| AREA | COMMENT |
|---------------------------|--|
| Role & Terms of Reference | The audit committee is of the view that functions and extent of authority as defined under S126 (4) LGA are adequately defined in the <i>Terms of Reference</i> established by Council. The latest review of the Terms of Reference was performed 25 March 2020. |
| | The audit committee is of the view that its role and function includes the monitoring of Financial Reporting and Management, Internal |



| AREA | COMMENT |
|--|--|
| | controls and Risk Management Systems, the effectiveness of internal audit functions and the external audit arrangements. |
| Independence | The audit committee is of the view that it is able to form opinions and express views independently without perceiving a conflict of interest based on their current position within or outside Council. |
| | The audit committee believes the invited attendance of the CEO, a General Manager, the Manager Finance and the Management Accountant, or other Council staff at times, provides direction without influence. Continued attendance is desirable. |
| Committee Skills/Training | The audit committee is of the view that its members have been selected due to their qualifications and expertise and their combined qualifications and experience allow it to perform its role appropriately. |
| | Members' background includes a (combination of) accounting, risk management, internal control and/or external audit experience and exposure. Members have access to relevant and ongoing professional training. |
| Work Program | The audit committee's work program meets its current areas of focus and the audit committee recognises that its work program can be updated based on changing expectations and/or to address topical issues and emerging trends. |
| Council Structure and Decision Making | The audit committee are aware of the processes of Council, Council's organisational structure and decision-making processes. |
| | Audit committee members are provided with copies of financial statements, policies and reports of Council if and when relevant. |
| Meeting Operation and Frequency | The audit committee has been meeting regularly, and at a minimum four times a year, over the last financial years. |
| | The audit committee holds the view that current frequency and duration is adequate to address issues timely and diligently. |
| Resources available to the Audit Committee | The audit committee utilises the resources of Council through the attendance of the external audit service provider, the CEO, the Manager Finance and the Management Accountant and other employees as requested. |
| | The audit committee has liaised with external auditors and Council employees as required in order to meet its role and terms of reference. The audit committee is able meet with the auditor without Council Administration representatives, when requested. |
| Audit Committee's working relationship with Council and the senior management team | Council appears to be aware of role and function of audit committee. Presence of CEO, the Manager Finance and the Management Accountant assists the audit committee in decision achievement. |
| | No issues of conflict have arisen. The audit committee recognises the significant role played by Council employees to address and advise the Committee. |
| The Audit Committee's access to appropriate Council information | The audit committee notes its oversighting role regarding financial and risk management within Council. Although it has no operational responsibility it has access to necessary information to perform its review role around the policies, procedures and compliance related to policies and procedures guiding decisions with major financial or risk implications. |
| | The audit committee is able to contribute to the Annual Works Program incorporating any subjects is determines to be either topical or of consistent interest to the committee. |



| AREA | COMMENT |
|--|--|
| The extent to which the Audit Committee's advice is contributing to the effective operation of the Council | The audit committee recognises that its role and terms of reference are a requirement of the LGA. Members are cognisant of their requirements, roles and responsibilities. |
| | The audit committee holds the view that its function and role will be increasingly viewed as complimentary to Council in its activities for ratepayers. |
| | The audit committee work program reporting includes an 'Annual report to Council by the Presiding member of the Audit Committee', allowing the committee to communicate its role and performance to Council's stakeholders in a holistic fashion within the annual report. |

The Terms of Reference of the audit committee are attached for audit committee's reference.

Terms of Reference review

The Terms of Reference, under 14.2, indicate that:

“At least once every two years the Committee reviews its terms of reference.”

As stated in table 1, the Audit Committee last reviewed their Terms of Reference in 25 March 2020. This latest update was triggered by changes in the decision-making structure adopted by Council including s41 Committees of which the Audit Committee is one.

The only changes in the terms of reference at the last review related to the inclusion of the Annual report to Council by the Presiding Member of the audit committee under item 8.

Council noted the following clause under 4. Membership, 4.2

The Committee will consist of at least one independent member with at least one additional member from the Elected Members of Council, consistent with any Regulations.

The size of the committee shall be three (3) members.

The Mayor is an ex officio member of the Committee.

It is recommended that the above is updated to be consistent with the Local Government (Financial Management) Regulations 2011, Part 5 – Audit Committees – 17 – Membership (1) The audit committee of a council (a) must have between 3 and 5 members (inclusive), by changing this item in the terms of reference to:

The Committee will consist of at least one independent member with at least one additional member from the Elected Members of Council, consistent with any Regulations.

The size of the committee shall be between three (3) and 5 members (inclusive).

The Mayor is an ex officio member of the committee.

In the scenario where the resignation of an independent member results in only two audit committee members, and before such vacancy in membership is filled by the Council subsequently, this allows the audit committee to meet its membership requirements, with the Mayor as ex officio member attending the committee meeting.

Additionally, consistent with the Terms of reference of the Council Assessment Panel (CAP) the following line is to be added to this clause



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

Unless the audit committee identifies the need for an earlier review of the current terms and conditions, no further issues are apparent at this time and a full review is not required until March 2022 under these terms and conditions.

LEGAL IMPLICATIONS

Local Government (Financial Management) Regulations 2011

Terms of Reference – Audit Committee

STRATEGIC PLAN

Nil

COUNCIL POLICY

Nil

ECONOMIC IMPLICATIONS

Nil

ENVIRONMENTAL IMPLICATIONS

Nil

SOCIAL IMPLICATIONS

Nil

CULTURAL IMPLICATIONS

Nil

RESOURCE IMPLICATIONS

Nil

VALUE FOR MONEY

Nil

RISK IMPLICATIONS

Nil

EQUALITIES AND DIVERSITY IMPLICATIONS

Nil

ENGAGEMENT AND COMMUNICATION STRATEGY

Nil

IMPLEMENTATION STRATEGY

Nil

CONCLUSION AND RECOMMENDATION

Nil

ATTACHMENTS

1. Terms of reference for Council's Audit Committee - March 2020 pdf version (2) [↓](#)







Audit Committee

TERMS OF REFERENCE

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

Terms of Reference for the conduct of the business of the Audit Committee were approved and adopted by the City of Mount Gambier at its meeting held on 21 April 2020.



Audit Committee

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

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



Audit Committee

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1 NAME

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

2 INTERPRETATION

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

City of Mount Gambier Audit Committee
PO Box 56
MOUNT GAMBIER SA 5290
Email: city@mountgambier.sa.gov.au

3 OBJECTIVES

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

4 MEMBERSHIP

- 4.1 Members of the Committee are appointed by Council.



- 4.2 The Committee will consist of at least one independent member with at least one additional member from the Elected Members of Council, consistent with any Regulations. The size of the committee shall be three (3) members.
The Mayor is an ex officio member of the Committee.
- 4.3 Independent member(s) of the Committee must meet at least one of the following minimum requirements for membership:
- Have recent and relevant financial qualifications and/or experience in a relevant financial role
 - Working knowledge of risk management
 - Working knowledge of internal controls
 - Experience with internal and/or external auditing.
- 4.4 Only members of the Committee are entitled to vote (move and second) in Committee meetings. Members of Council's staff may attend any meeting as observers and be responsible for preparing papers for the Committee. In accordance with the principles of open, transparent and informed decision making, Committee meetings must be conducted in a place open to the public. The agenda and minutes of the Committee meetings, subject to any items that are discussed in confidence under Section 90 of the Local Government Act 1999 and subsequently retained as confidential under Section 91 of the Act, are also required to be made available to the public.
- 4.5 Council's external auditors shall be invited to attend a minimum of two (2) meetings of the Committee each financial year. Attendance is at the external auditor's discretion.
- 4.6 Appointments to the Committee shall be for a period of at least two years, reviewed at a common appointment date every two years. The common appointment date for existing appointees is 31 December. Appointees may be reappointed by Council.
- 4.7 Resignation of appointment must be in writing.
- 4.8 Members of the Committee, including the Presiding Member are appointed by Council.

5 ADMINISTRATIVE RESOURCES

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

6 QUORUM

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



7 MEETINGS OF THE COMMITTEE

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

8 PROCEDURES AT MEETINGS

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

9 DELEGATION

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



10 MINUTES OF THE COMMITTEE

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

11 ROLE OF THE COMMITTEE

11.1 Financial reporting and management

The Committee shall:

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

11.2 Internal Controls and Risk Management Systems

The Committee shall:

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

11.3 Public Interest Disclosure Act

The Committee shall



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

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

The Committee shall:

- 11.4.1 Monitor and review the effectiveness of the Council's internal audit function in the context of the Council's overall risk management system.
- 11.4.2 Consider and make recommendation on the program of the internal audit function and the adequacy of its resources and access to information to enable it to perform its function effectively and in accordance with the relevant professional standards.
- 11.4.3 Review all reports on the Council's operations from the external auditors.
- 11.4.4 Review and monitor management's responsiveness to the findings and recommendations of the external auditors; and
- 11.4.5 Where appropriate, meet the auditor without management being present, to discuss any issues arising from the internal audits carried out. In addition, the external Auditor shall be given the right of direct access to the Mayor of the Council and to the Presiding Member of the Committee.

11.5 External audit

The Committee shall:

- 11.5.1 Develop and implement a policy on the supply of the statutory audit and non-audit services by the external auditor, taking into account any relevant ethical guidance on the matter.
- 11.5.2 Consider and make recommendations to the Council, in relation to the appointment, re-appointment and removal of the Council's external auditor.
- 11.5.3 The Committee shall oversee the selection process for new external auditor and if an auditor resigns the Committee shall investigate the issues leading to this and decide whether any action is required.



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



12 REPORTING RESPONSIBILITIES

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

13 COMMITTEE REQUIREMENTS

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

14 AMENDMENTS TO TERMS OF REFERENCE

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

15 INTERPRETATION OF TERMS OF REFERENCE

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

25 March 2020



20.4 AUDIT ENGAGEMENT FY2022 - FY2025 – REPORT NO. AR20/82148

| | |
|----------------------------------|--|
| Committee: | Audit Committee |
| Meeting Date: | 14 December 2020 |
| Report No.: | AR20/82148 |
| CM9 Reference: | AF11/863 |
| Author: | Jeroen Zwijnenburg, Manager Finance and Customer Service |
| Authoriser: | Barbara Cernovskis, Acting Chief Executive Officer |
| Summary: | Council must have an auditor, and the current contract with Council's external audit provider expires at the end of the financial year. This report documents the steps that Council is undertaking in light of the tendering for audit services for the financial years 2021/22 to 2024/25 and provides for the Audit Committee recommendations to be incorporated in the upcoming tender process. |
| Strategic Plan Reference: | Goal 5: Our Commitment |

REPORT RECOMMENDATION

1. That Audit Committee Report No. AR20/82148 titled 'Audit Engagement FY2022 - FY2025' as presented on 14 December 2020 be noted.
2. That Council considers the following matters as part of the tender process for the external audit service provider:
 -



TYPE OF REPORT

Corporate

BACKGROUND

Currently, the City of Mount Gambier has a Professional Services Agreement for the provision of external audit services (AF16/207) with Galpins Accountants, Auditors and Business Consultants (Galpins). The period of the contract runs from 1 July 2016 to 30 June 2021.

For all intents and purposes this means that the end of financial year audit for FY2021 will be performed by Galpins, recognising that some of the end of year substantive work on the financial statements will occur after 30 June 2021.

Council needs to engage an external auditor at or before 30 June 2020 in order for this service provider being able to perform its role from 1 July 2021. For an auditor to provide an opinion on the internal controls, which are to be in place and operating for the full year, an engagement for audit services for FY2022 will have to start at or before the commencement of that financial year.

For that reason, Council needs to release to the open market tender documentation no later than February 2021. This will allow the appointment of the audit service provider for the next four years well before the end of June 2020.

In preparation for this tender Council is collating its requirements.

PROPOSAL

Council is planning to engage an audit service provider for the coming four years. Such a period allows Council and the provider with an opportunity to build strong relationship and benefit from any value adds from the engagement.

The auditor is to be appointed by Council at the recommendation of the Council's audit committee. In preparation for the tendering of these services Council seeks the Audit Committee's input into the tender documents and criteria.

Current considerations for the assessment criteria Council is considering for assessment of the tenderers include:

Scope & Performance of service:

- Understanding of remotely / on-site presence in the performance of the engagement
- Availability for Audit Committee meetings (minimum twice per year: Interim and Final audit)
- Additional audit work, including:
 - Grant acquittals (at various times)
 - Junior Sports Assistance Fund annual financial report (September)
 - Annual Roads to Recovery Return (30 October)
 - The Local Government Workers Compensation Scheme audit certificate (September)
- Risk audit / IT controls audit

Value adding:

- What functions will the provider add that are of value to the Council

Capacity:

- Number and qualifications of staff available for audit services
- Size of audit team



- Audit partner background & commitment
- Prepared by client list process / commitment to agreed audit timeline

Quality control processes within the audit organisation

Experience:

- Overall audit experience of provider, audit partner, audit team
- Local Government experience

Costs:

- General service provision
- Travel & accommodation implications - related to Performance of service

Additional engagements

- Potential probity audit, expense review audit: tenderer's availability and capacity to perform (Although these services might be required over the four year contract period they are expected to be separately quoted and costed)

The tender process will include the following steps:

- Tender specification and probity plan developed
- Evaluation panel selection
- Agreed tender criteria weightings applied
- Release to open market
- Tender close
- Tender conformity check
- Conflict of interest form completed by evaluation panel
- Tender evaluation
- Referee checks
- Tender evaluation summary
- Evaluation team meeting to select preferred tenderer(s)
- Interview / presentation by preferred tenderer(s) to the evaluation panel
- Presentation to the audit committee for recommendation to the Council

For this purpose, there might be a need for an additional special audit committee meeting to discuss the tender outcomes and allowing the audit committee to present their recommendation to the Council before 30 June 2021.

This will be a confidential meeting, similar as the item on the Agenda of the Audit Committee meeting of 31 May 2016 External Audit Services. In that instance the agenda did not include the report on the selection of the auditor.

LEGAL IMPLICATIONS

The Local Government Act 1999 – Division 4 – Audit - requires the Council to have an auditor.



Paragraph 128 (2) indicates that the auditor will be appointed by the council on the recommendation of the council's audit committee. For ease of reference the relevant Division is copied below:

Division 4—Audit

128—The auditor

- (1) A council must have an auditor.
- (2) The auditor will be appointed by the council on the recommendation of the council's audit committee.
- (2a) The audit committee must, in making a recommendation under subsection (2), take into account any factor prescribed by the regulations.
- (3) The auditor must be—
 - (a) a registered company auditor; or
 - (b) a firm comprising at least one registered company auditor.
- (4) A person is not eligible to be the auditor if—
 - (a) the person is a member of the council; or
 - (b) the person is a nominated candidate for election as a member of the council.
- (4a) The term of appointment of an auditor of a council must not exceed 5 years (and, subject to this section, a person may be reappointed at the expiration of a term of office).
- (5) The office of auditor becomes vacant if—
 - (a) the auditor dies; or
 - (b) the auditor resigns by written notice to the chief executive officer; or
 - (c) the auditor is not or ceases to be eligible for appointment as the auditor; or
 - (d) the auditor accepts remunerated office or employment from the council; or
 - (e) the term of appointment of the auditor expires and the auditor is not reappointed; or
 - (f) the auditor is removed from office by the council for reasonable cause.
- (6) A person's ability to hold office as an auditor of a council, and to be reappointed to that office, is subject to the qualification that if the person has held the office of auditor of the council for at least 5 successive financial years, or for 5 out of 6 successive financial years—
 - (a) the person may only continue in that office if he or she ensures that any individual who plays (or who has played) a significant role in the audit of the council for 5 successive financial years, or for 5 out of 6 successive financial years, does not then play a significant role in the audit of the council for at least 2 financial years; or
 - (b) the person may be reappointed to the office if at least 2 years have passed since he or she last held the office.
- (7) The appointment of an auditor will be subject to any other terms or conditions prescribed by the regulations.
- (8) A council, and the auditor of a council, must comply with any requirements prescribed by the regulations with respect to providing for the independence of the auditor.
- (9) A council must ensure that the following information is included in its annual report:
 - (a) information on the remuneration payable to its auditor for work performed during the relevant financial year, distinguishing between—
 - (i) remuneration payable for the annual audit of the council's financial statements; and
 - (ii) other remuneration;



(b) if a person ceased to be the auditor of the council during the relevant financial year, other than by virtue of the expiration of his or her term of appointment and not being reappointed to the office—the reason or reasons why the appointment of the council's auditor came to an end.

(10) For the purposes of this section, a person plays a significant role in the audit of a council if the person would, if the council were a company, play such a role in the audit of the company within the meaning of section 9 of the Corporations Act 2001 of the Commonwealth.

STRATEGIC PLAN

Nil

COUNCIL POLICY

Nil

ECONOMIC IMPLICATIONS

Additional audit services outside the minimal audit service requirements might be required, based on a needs assessment of Council or at the recommendation of the Audit Committee, within the four year contract arrangement.

ENVIRONMENTAL IMPLICATIONS

Nil

SOCIAL IMPLICATIONS

Nil

CULTURAL IMPLICATIONS

Nil

RESOURCE IMPLICATIONS

Nil

VALUE FOR MONEY

Nil

RISK IMPLICATIONS

Nil

EQUALITIES AND DIVERSITY IMPLICATIONS

Nil

ENGAGEMENT AND COMMUNICATION STRATEGY

Nil

IMPLEMENTATION STRATEGY

Nil

CONCLUSION AND RECOMMENDATION

The audit committee is advised of Council's upcoming tender process in relation to the provision of external audit services to Council for the next four years and provided the opportunity to provide Council administration with input for consideration with this tender process.

Once the tender process has progressed a presentation to the audit committee for recommendation to the Council will be scheduled.

ATTACHMENTS

Nil





20.5 ANNUAL REPORT 2019-20 – REPORT NO. AR20/82431

| | |
|----------------------------------|---|
| Committee: | Audit Committee |
| Meeting Date: | 14 December 2020 |
| Report No.: | AR20/82431 |
| CM9 Reference: | AF11/863 |
| Author: | Jeroen Zwijnenburg, Manager Finance and Customer Service |
| Authoriser: | Barbara Cernovskis, Acting Chief Executive Officer |
| Summary: | This reports presents the Annual Report to the committee. |
| Strategic Plan Reference: | Goal 1: Our People |
| | Goal 2: Our Location |
| | Goal 3: Our Diverse Economy |
| | Goal 4: Our Climate, Natural Resources, Arts, Culture and Heritage |
| | Goal 5: Our Commitment |

REPORT RECOMMENDATION

1. That Audit Committee Report No. AR20/82431 titled 'Annual Report 2019-20' as presented on 14 December 2020 be noted.



TYPE OF REPORT

Choose an item.

BACKGROUND

Section 131 of the Local Government Act 1999 requires Council to prepare and adopt on or before 30 November of each year an Annual Report containing prescribed information relating to the operations of Council for that financial year.

On 17 November 2020 Council adopted the Annual Report and authorised the Chief Executive Officer to make any non-material changes as considered necessary prior to publication. Council also approved that copies of the 2019/2020 Annual Report be distributed to the bodies/persons referred to in Section 131 of the Local Government Act 1999.

The Annual Report includes the material and specific reports on the matters specified by the Local Government Act and Regulations and includes the financial statements for the year.

PROPOSAL

For noting.

LEGAL IMPLICATIONS

Nil

STRATEGIC PLAN

Nil

COUNCIL POLICY

Nil

ECONOMIC IMPLICATIONS

Nil

ENVIRONMENTAL IMPLICATIONS

Nil

SOCIAL IMPLICATIONS

Nil [Type here](#)

CULTURAL IMPLICATIONS

Nil

RESOURCE IMPLICATIONS

Nil

VALUE FOR MONEY

Nil

RISK IMPLICATIONS

Nil

EQUALITIES AND DIVERSITY IMPLICATIONS

Nil

ENGAGEMENT AND COMMUNICATION STRATEGY

Nil



IMPLEMENTATION STRATEGY

Nil

CONCLUSION AND RECOMMENDATION

The Annual report is attached for the Audit Committee's noting.

ATTACHMENTS

1. City of Mount Gambier Annual-Report [↓](#)



City of Mount Gambier Annual Report 2019/2020





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Acknowledgement of Country

The City of Mount Gambier acknowledges the Boandik peoples as the traditional custodians of the land and water our city sits upon today.

We respect and recognise the deep feelings of attachment and the spiritual relationship our Aboriginal and Torres Strait Islander Peoples have with the land and water.

Mayor's Message



At the time of printing the 2019/2020 Annual Report the current Council will be two years into a four year term.

Many hours have been invested by Elected Members and Council staff in preparing for meetings in order to make decisions for our community that we believe will assist to grow our economy and maintain Mount Gambier's position as the second largest city in South Australia.

The health and wellbeing of our community is of utmost importance to Council and this has never been more evident than this year with the outbreak of the COVID-19 pandemic.

Council invested many hours in creating and implementing the Our City, Our Response COVID-19 strategy, underpinned by three pillars - our people, our economy, and our recovery. Through this we have kept our people safe, provided economic stimulus for business and put strategies in place to lead the many sectors that make up the fabric of our community to a strong and sustainable recovery post-COVID.

In June Council's inaugural Reconciliation Action Plan (RAP) was launched. This document defines our shared vision towards reconciliation, that we lead by example, acknowledge, respect and celebrate the important contribution that our Aboriginal and Torres Strait Island peoples have played and continue to play in our community.

Construction of Mount Gambier's largest infrastructure project, the Community and Recreation Hub, has commenced and our residents will see Council's vision come to fruition over the next 18 months or so.

The Community and Recreation Hub will contribute to regional resilience by building capacity through improved productivity, liveability and connectivity, whilst providing economic benefits in the form of sport, event and conference tourism to Mount Gambier.

As you will see when reading the Annual Report, Council continues to maintain a strong financial position and I thank staff and Elected Members for prudent decision making in the interests of our residents and ratepayers.

To all Council employees, I thank you for your commitment and dedication to the role you play in ensuring that we deliver a wonderful standard of services and facilities to our residents and that Mount Gambier continues to be an inclusive city where people lead fulfilling lives.

I have pleasure in presenting to you the 2019/2020 City of Mount Gambier Annual Report.

Lynette Martin OAM
MAYOR

Elected Member Information

Following the 2018 Local Government Elections the Council is comprised of a Mayor and eight Councillors, elected at large.



Council 2018-2022 (L-R)

Cr Kate Amoroso, Cr Frank Morello, Cr Ben Hood, Mayor Lynette Martin OAM, Cr Paul Jenner, Cr Sonya Mezinac (Deputy Mayor), Cr Max Bruins, Cr Christian Greco, Cr Steven Perryman.

Photo credit: Louise Agnew Photography.

Elected Member Attendance

The following is the recorded attendance (or apologies) of Elected Members at ordinary and Special Council and Committee meetings and informal gatherings during the 2019/2020 year.

Attendance records exclude the Strategic and Operational Standing Committees which were replaced by the People and Place and Economic and Environment Committees in August 2019.

| Elected Member Attendance 2019/2020 | | Meetings held | Mayor Martin | Cr Mezinac | Cr Bruins | Cr Greco | Cr Hood | Cr Jenner | Cr Morello | Cr Perryman | Cr Amoroso | |
|--|---------------------|-----------------|-----------------|----------------|-----------|----------------|----------------|-----------|----------------|-------------|------------|---|
| Council Meetings | Meetings attended | 12 | 11 ^P | 11 | 12 | 11 | 11 | 12 | 12 | 9 | 9 | |
| | Apologies | | 1 | 1 | - | 1 | 1 | - | - | 3 | 2 | |
| | Absent (no apology) | | - | - | - | - | - | - | - | - | - | |
| | Leave of absence | | - | - | - | - | - | - | - | - | - | 1 |
| Special Council | Meetings attended | 9 | 9 ^P | 9 | 8 | 9 | 9 | 9 | 9 | 9 | 7 | |
| | Apologies | | - | - | 1 | - | - | - | - | - | - | 2 |
| | Absent (no apology) | | - | - | - | - | - | - | - | - | - | - |
| Economic and Environment Committee | Meetings attended | 4 | 4* | 3 | 4 | 3 ^P | 4 | 3 | 4 | 4 | 2 | |
| | Apologies | | - | 1 | - | 1 | - | 1 | - | - | - | 2 |
| | Absent (no apology) | | - | - | - | - | - | - | - | - | - | - |
| People and Place Committee | Meetings attended | 4 | 4* | 4 | 4 | 3 | 4 | 4 | 4 ^P | 2 | 3 | |
| | Apologies | | - | - | - | 1 | - | - | - | - | - | 1 |
| | Absent (no apology) | | - | - | - | - | - | - | - | - | 2 | - |
| Regional Sport and Recreation Hub Committee [^] | Meetings attended | 5 | 4* | 5 | 5 | 3 | 3 ^P | 4 | 4 | 3 | 1 | |
| | Apologies | | 1 | - | - | 1 | 2 | - | 1 | 1 | 2 | |
| | Absent (no apology) | | - | - | - | - | - | - | - | - | - | 1 |
| Audit Committee | Meetings attended | 4 | -* | 4 ^P | | | | | | | | |
| | Apologies | | - | - | | | | | | | | |
| Council Assessment Panel | Meetings attended | 13 | | | | | | 12 | | | | |
| | Apologies | | | | | | | 1 | | | | |
| Junior Sports Assistance Fund Committee | Meetings attended | 4 | -* | | | 4 ^P | | | | | 1 | |
| | Apologies | | - | | | - | | | | | | 3 |
| CEO Performance Review Committee | Meetings attended | 2 | 2 ^P | 2 | | 2 | | | 2 | | | |
| | Apologies | | - | - | | - | | | - | | | |
| Informal Designated Gatherings | Meetings attended | 53 [~] | 49 | 52 | 32 | 25 | 43 | 42 | 48 | 32 | 31 | |
| | Apologies | | 4 | - | 13 | 19 | 9 | 4 | 4 | 13 | 16 | |
| | Absent (no apology) | | - | 1 | 1 | 2 | 1 | - | 1 | 8 | 2 | |

* Ex Officio

^P Presiding Member

[~] Includes Informal Gatherings of Committees where attendance by all Elected Members not required

[^] Prior to 10 September 2019 meeting, not all Elected Members appointed to Regional Sport and Recreation Hub Committee

Member not appointed to committee

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Council and Committees (as at June 2020)



**Her Worship the Mayor
Mrs Lynette Martin OAM**

Council committee positions

- CEO Review Committee
(Presiding Member)

Ex officio

- People and Place Committee
- Economic and Environment Committee
- Audit Committee
- Junior Sports Assistance Fund
- Regional Sport and Recreation Centre Committee

Other positions

- Limestone Coast Local Government Association
- Local Government Association



**Cr Sonya Meziniec
Deputy Mayor**

Council committee positions

- People and Place Committee
- Economic and Environment Committee
- CEO Review Committee
(as Deputy Mayor)
- Regional Sport and Recreation Centre Committee
- Audit Committee
(Presiding Member)

Other positions

- Limestone Coast Local Government Association
(proxy - as Deputy Mayor)
- Local Government Association (proxy - as Deputy Mayor)



Cr Kate Amoroso

Council committee positions

- People and Place Committee
- Economic and Environment Committee
- Junior Sports Assistance Fund

Other positions

- Australia Day Awards Selection Panel
- Australia Day Celebrations Advisory Group
- Mount Gambier Community Mayor's Christmas Appeal
- Mount Gambier Christmas Parade Advisory Group
- Mount Gambier Youth Advisory Group
- Regional Sport and Recreation Advisory Group
- Seniors Month Advisory Group
- Limestone Coast Violence Against Women Collaboration

Council and Committees (as at June 2020)



Cr Max Bruins

Council committee positions

- People and Place Committee
- Economic and Environment Committee
- Regional Sport and Recreation Centre Committee

Other positions

- Queen Elizabeth Park Trust Board Member



Cr Christian Greco

Council committee positions

- Economic and Environment Committee (Presiding Member)
- People and Place Committee
- Junior Sports Assistance Fund (Presiding Member)
- CEO Review Committee (as Presiding Member Economic and Environment Committee)



Cr Ben Hood

Council committee positions

- People and Place Committee
- Economic and Environment Committee
- Regional Sport and Recreation Centre Committee (Presiding Member)

Other positions

- Mount Gambier and District Airport Committee (DC Grant s41)
- Limestone Coast Zone Emergency Centre Committee (Local Government Deputy Controller)



Cr Paul Jenner

Council committee positions

- Economic and Environment Committee
- People and Place Committee
- Council Assessment Panel
- Building Fire Safety Committee (Presiding Member)

Other positions

- Joint Boundary Roads Advisory Group (with DC Grant)
- LCLGA Limestone Coast Climate Adaptation Committee
- LCLGA Regional Waste Management Steering Committee
- LCLGA Roads and Transport Management Group
- Limestone Coast Violence Against Women Collaboration



Cr Frank Morello

Council committee positions

- People and Place Committee (Presiding Member)
- Economic and Environment Committee
- CEO Review Committee (as Presiding Member People and Place Committee)
- Regional Sport and Recreation Centre Committee

Other positions

- Limestone Coast Economic Development Reference Group
- Mount Gambier Aquatic Centre Advisory Group



Cr Steven Perryman

Council committee positions

- Economic and Environment Committee
- People and Place Committee

Other positions

- Tourism Mount Gambier Board

In May 2020, Cr Perryman achieved 20 years of service in Local Government. Cr Perryman was first elected as a member of Council on 13 May 2000.

In 2002 Cr Perryman was elected as Mayor following the passing of Don McDonnell. At this time he was the youngest Mayor in South Australia.

Cr Perryman held the position of Mayor from 2002 to 2014, during which time he presided over the building of the new Library, Main Corner Complex, acquisition and redevelopment of the Old Hospital site, and many other projects.

Cr Perryman was then re-elected as a sitting member at the 2014 and 2018 Local Government Elections.

The City of Mount Gambier congratulates Cr Perryman on this significant milestone of service to the community.

Strategic Management Plan Framework

The Community Plan and the Futures Paper were Council's key strategic documents from 2016 to 2020, supported by the Long Term Financial Plan, the Asset and Infrastructure Management Plan and the Annual Business Plan and Budget.

The Community Plan identified the direction, services and facilities that Council aimed to provide for the community during the four year period.

A Futures Paper for City Development

The City Development Framework Project was fundamental in the development of the Futures Paper. This project commenced to ensure Council has a robust and planned approach to meet the current and future challenges facing the city. The project involved the development of strategies incorporating economic, social, environmental and community opportunities and aspirations.

The Futures Paper looks forward and focuses on two key questions:

1. Is what we have done in the past going to sustain our community and economy into the future?
2. What do we need to change or introduce to ensure that our community and economy are sustainable into the future?

The Futures Paper was developed entirely on the aspirations and issues raised and identified by people within the community and was based on sound academic research that identified four key characteristics of successful cities, which are:

- Home to a highly skilled population,
- Centrally located, at the heart of a rich market and/or well positioned for trade with expanding markets,
- A diversified economy with a significant proportion of high order services, and
- Boasts a climate and/or natural setting superior to most other cities in the nation.

Using the Futures Paper as a guiding strategy for the long term development of the city, Council can develop policies and align and allocate resources where the most benefit can be achieved.

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Our Vision

An inclusive city where people lead fulfilling lives. The richness and diversity of:

- Our People,
- Our Location,
- Our Economy, and
- Our Climate, Natural Resources, Art, Culture and Heritage

are what makes Mount Gambier the thriving and successful place that people are proud to call home.

These elements will contribute to the future growth and development of the city and formed the goals of Council's Community Plan 2016 - 2020.

The Community Plan

The Community Plan was developed by drawing on the aspirations and issues raised by the community during the evolution of the Futures Paper. The Community Plan was endorsed by Council at its meeting in May 2016 and was prepared by Council in partnership with the community to guide decision making. The plan identified the outcomes Council aimed to achieve and the strategies put in place to deliver them.

Key Outcomes 2016 - 2020

Council is proud to report the following deliverables, among others:

Our People

- John Powell Reserve beautification
Mount Gambier Children's Centre kindergarten students and local residents worked with Council to develop John Powell Reserve into a naturescape to beautify the area and increase outdoor learning opportunities and engagement for local children and the community.

- Cultural Heritage Plan

Council explored cultural values and aspirations within the community to develop the groundbreaking strategic blueprint, incorporating 28 recommendations. Between May and September 2017, more than 500

people provided input into 31 individual consultation activities.

The engagement process highlighted key themes including the preservation and celebration of our natural, cultural and heritage assets, a focus on increasing engagement and participation within cultural activities, further activation within the CBD, the need to identify and celebrate what makes Mount Gambier unique and a recommendation to address the lack of fit for purpose creative spaces, performance venues and cultural infrastructure.

- Youth Engagement Strategy

The Youth Engagement Strategy is a first of its kind for the city to recognise and respond to the fundamental role that young people between the age of 12 and 25 play as citizens and valued members of the community. Council engaged with 694 young people across 16 separate events and activities and explored the indicators, impacts and perceptions of social exclusion in Mount Gambier. The strategy outlines 17 recommendations including: fit for purpose recreational facilities, engaging with public space, an accessible, welcoming and engaging CBD for young people and creating a sustainable, vibrant and visual youth culture.

Our Location

- Rail Trail Extension

Council received and matched a \$250,000 State Government funding boost in 2018 to complete stage three of the Rail Trail project. The shared walking and cycling pathway was extended from Jubilee Highway West to Wandilo Road and past Pick Avenue to Jubilee Highway East to link with a walking track at Blue Lake Sports Park, a total of 2.6 kilometres of extra pathway.

- Changing Places

The construction of a Changing Places disability toilet and change facility was completed in Mount Gambier in 2019 as part of a \$1.7 million State Government program aimed at increasing access for people living



Pump Track construction at Hastings Cunningham Reserve.

with disability. Changing Places are best-practice toilets that include customised features that give people with disability a dignified and purpose-built facility to use when they are out. Read more on page 69.

- Pump Track

A pump track was constructed at Hastings Cunningham Reserve in 2019. Swiss based company Velosolutions worked with Council to deliver the project as the first Red Bull Pump Track in Australia, including the right to host at least two Red Bull Pump Track World Championship qualifying meetings locally. Read more on pages 44-45 and 68.

Our Economy

- Mount Gambier Community and Recreation Hub

City of Mount Gambier committed to build an all year round, multi-purpose community, sport and recreation facility providing activities for people of all ages and abilities. The project attracted an unprecedented \$15 million from the Federal Government, \$10 million from the State Government and \$350,000 from District Council of Grant. The expected completion date for the new facility is Autumn 2022.

- GigCity High Speed Internet Access

Council advocated for Mount Gambier to be connected to high-speed gigabit internet through the GigCity network in 2019. More than 220 businesses were expected to take up the service to provide opportunities for innovation and development through high-speed connectivity and enhance the attractiveness of Mount Gambier as a place to invest and do business.

Strategic Management Plan Framework

- Mount Gambier Visitor Centre 'pop-up' visitor servicing program

A mobile visitor servicing unit has provided pop-up information to more than 5000 people visiting Mount Gambier since 2019. The team set up at tourist hotspots including the Blue Lake, Valley Lake, Mount Gambier Farmers Market and other events. Read more on page 73.



! The mobile visitor servicing unit in the Cave Garden.

Our Climate, Natural Resources, Art, Culture and Heritage

- Mount Gambier ReUse Market

The ReUse Market opened its doors at 3 Eucalypt Drive for the first time in October 2018. The market is a place to find second hand goods and aims to reduce waste going to landfill by reusing and upcycling useful items. More than 210 tonnes of waste has been diverted from landfill so far as a result.



! Mount Gambier ReUse Market.

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- Reconciliation Action Plan

Council endorsed its first Reconciliation Action Plan (RAP) in February 2020. The endorsement demonstrates Council's commitment to continue to acknowledge, celebrate and create greater equity for local Aboriginal and Torres Strait Islander communities through the process of reconciliation. Read more on pages 48-49.

- Riddoch Art Gallery International Limestone Coast Video Art Festival

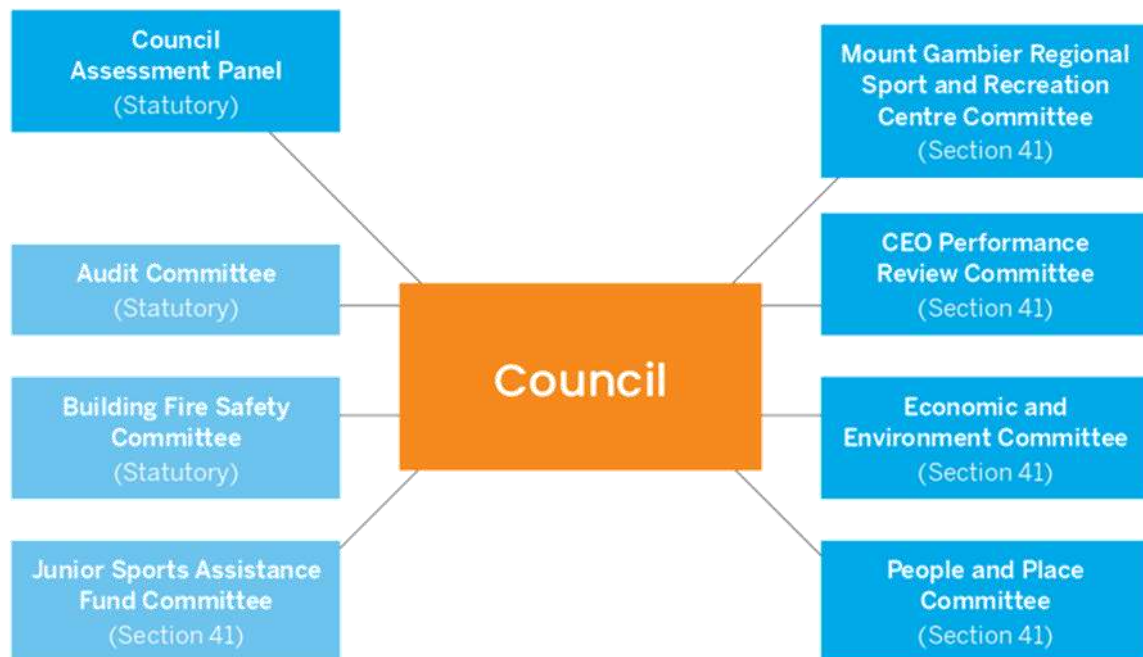
The Riddoch Art Gallery hosted the inaugural International Limestone Coast Video Art Festival in Mount Gambier in October 2018. The festival showcased innovative works created by 35 local, Australian and international video artists and has become a biennial event.

The Community Plan was reviewed by Council in mid-2020 and was replaced with the Strategic Plan 2020 - 2024. The new plan is based on the four key goals outlined in the former plan, but also includes a new theme, 'our commitment', which sets out the principles Council will use to make decisions for the life of the plan. The Strategic Plan 2020 – 2024 was adopted by Council on 16 June 2020 and is available on Council's website at www.mountgambier.sa.gov.au

Decision Making Structure of Council

Council has adopted a structure of committees to facilitate good governance and informed decision making processes.

Council's committee structure was amended in August 2019 and is set out below (as at June 2020).



Council meetings are held at the Council Chamber, Civic Centre, 10 Watson Terrace Mount Gambier on the third Tuesday of each month at 6:00pm.

Economic and Environment Committee and People and Place Committee meetings are held on the first Monday of each alternate month commencing at 5:30pm.

Meetings of other Council committees are held as and when required.

Council and committee meetings are open to the public and Council encourages attendance.

While members of the public are not normally permitted to speak at meetings, individuals may be invited to make a deputation.

Any person wishing to have a matter considered by Council should make a request in writing to the Chief Executive Officer for presentation to the Presiding Member of the relevant Council or committee meeting. Agenda closing dates apply. Please check with Council for timeframes and the date/times of relevant meetings.

Agendas of all meetings are published not less than three clear days prior to the meeting. Minutes of meetings are published within five days of a meeting. Meeting agendas and minutes are accessible on the Council website at www.mountgambier.sa.gov.au

Decision Making Structure of Council

New decision making structure adopted

At its meeting on 20 August 2019 Council endorsed a change in its current committee structure to align more effectively with strategic and community priorities and statutory duties. The changes involve the introduction of two new committees titled 'People and Place' and 'Economic and Environment'.

All previous standing and sub-committees have been placed into recess while the structure of the Audit, Building Fire Safety and Junior Sports Assistance Fund committees and Council Assessment Panel remain unchanged.

"The new committee structure has been put forward as a result of observations relating to the effectiveness of current structures and their alignment with the provisions of the Local Government Act, together with Council's Strategic Plan," City of Mount Gambier CEO Andrew Meddle said.

The change in structure will allow all Elected Members to make decisions at committee level where previously members were split across the two standing committees, Operational and Strategic. This also includes the Regional Sport and Recreation Centre committee where all eight members and the Mayor are now formally members.

Any recommendations made at committee level will continue to be tabled at monthly meetings of full Council for final endorsement, consistent with Council's decision making structure.

The Economic and Environment and People and Place committees meet bi-monthly on an alternating basis on the first Monday of each month.

With all Elected Members now represented on all committees, all future meetings will be held in the Council Chamber at the Civic Centre and members of the public are welcome to attend.

Delegations

To ensure the efficient performance of operations and activities, Council delegates certain powers and functions to the Chief Executive Officer.

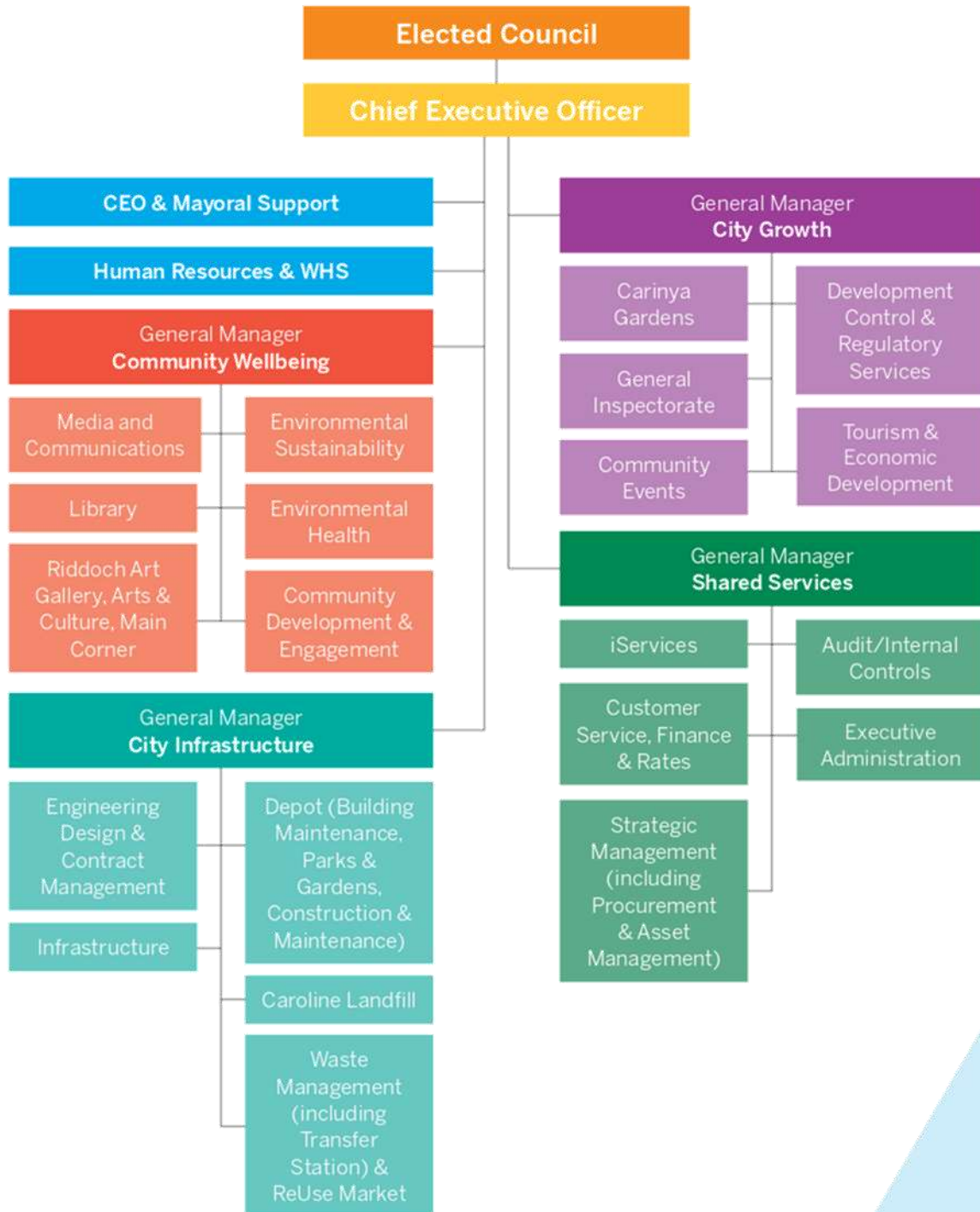
These delegations are periodically reviewed by Council.

The Chief Executive Officer further sub-delegates certain powers and functions as necessary to specified officer positions.

The delegation instruments reference which legislative powers are delegated/sub-delegated and any limitations or conditions that are applicable to those (sub) delegations.

Delegations and sub-delegations are available for public inspection at the Council office and are also published on Council's website at www.mountgambier.sa.gov.au

Organisational Chart



CEO's Message



It has been a challenging year for our community and for the Council in seeking to serve it. No one was planning for the impact of a pandemic during what was always going to be a busy year for the Council.

However, the Council has listened in particular to its business community during this period and planned and responded to help our businesses and community groups survive the initial stages of COVID-19 and begin our recovery.

Whilst the pandemic occupied much of our activity, work on 'business as usual' projects continued particularly for our outdoor staff in terms of footpath and road works and in our great open spaces.

We also progressed and endorsed our new Strategic Plan for 2020 - 2024 and this led to the adoption of our new Annual Business Plan and Budget. We also endorsed our first ever Reconciliation Action Plan (RAP), which has been a great collaborative exercise across the City.

The RAP seeks to begin the process of embedding a cultural change within the Council. This is part of service transformation to enable delivery of our vision 'An inclusive city where people lead fulfilling lives'.

The earlier parts of the year were focused on moving forward with planning and procurement to enable a decision on the tender for the Community and Recreation Hub project. The procurement for this was delayed by the pandemic, with a decision to be made in the new financial year.

Whilst a slow process, this was necessary to ensure safeguards are in place through the contract to protect the interests of the community and to secure best value.

The pandemic saw us provide investment to our community and sporting clubs and \$350,000

was provided in support through the Community Development Fund which included waiving fees and charges across sporting grounds and community spaces. The fund was also a way to support local suppliers and trades and the use of Australian products.

Businesses are now connected to ultra-fast internet connections through the GigCity initiative, matching capital city speeds and enabling us to not only deliver liveability but also connectivity. This sets us apart from other regional cities through the provision of speedy access for data hungry business users.

Other key projects undertaken during the year included the completion of a pump track at Hastings Cunningham Reserve, which led to us hosting the first ever Red Bull World Championship Qualifying Event in Australia.

Our Rail Trail development has continued in 2019/2020 with Jubilee Highway to Wandilo Road now completed. This Rail Trail throughout the city has been a real success and will be completed in 2020/2021.

The ReUse Market was trading well until COVID-19 forced its closure and in terms of our waste services, Council has made significant decisions and is prepared to roll out a universal residential food and green organics service and a bulky / hard waste collection trial in 2020/2021.

The year behind us was full of challenges to our way of life and our community fabric. We have emerged stronger and more focused on how we serve our community. We will continue to listen to our community and to plan, prepare and respond to whatever the forthcoming year brings.

Andrew Meddle
CHIEF EXECUTIVE OFFICER

Senior Executive Officers

For the purposes of the relevant provisions of the Local Government Act 1999, the Senior Executive Officers (SEO's) of Council are defined as:

- Chief Executive Officer, and
- Four General Managers.

The remuneration and benefits of the SEO's are detailed in Council's Salary Register available by request at the Council office. Remuneration includes salary, superannuation and a vehicle or salary equivalent. Each SEO is employed on a five year fixed term contract of employment.

The General Manager portfolios are as follows:

General Manager City Infrastructure

Mr Nick Serle

Incorporating:

- Engineering and Contract Management,
- Infrastructure,
- Depot, Building Maintenance, Parks and Gardens, and
- Waste Management, including Caroline Landfill and ReUse Market.

General Manager City Growth

Dr Judy Nagy

Incorporating:

- Tourism,
- Carinya Gardens,
- Development Control and Regulatory Services,
- Events, and
- Economic Development.

General Manager Community Wellbeing

Ms Barbara Cernovskis

Incorporating:

- Media and Communications,
- Library,
- Environmental Sustainability,
- Environmental Health,
- Riddoch Art Gallery, Arts and Culture, Main Corner,
- Community Development and Engagement, and
- Heritage.

General Manager Shared Services

Vacant

Incorporating:

- Finance,
- Rates,
- Internal Audit,
- IT and Records Management,
- Executive Administration,
- Customer Service, and
- Governance and Strategy.



Far left: CEO Andrew Meddle (left), General Manager Community Wellbeing Barbara Cernovskis and General Manager City Infrastructure Nick Serle.

Left: General Manager City Growth Judy Nagy.

City of Mount Gambier Staff

| Portfolio | Males | Females | Total |
|---------------------------|-----------|-----------|------------|
| Office of the CEO | 1 | 5 | 6 |
| Community Wellbeing | 6 | 35 | 41 |
| Council Business Services | 5 | 21 | 26 |
| City Growth | 7 | 18 | 25 |
| City Infrastructure | 58 | 3 | 61 |
| Totals | 77 | 82 | 159 |

Total number of employees: 159

Full time equivalents*: 132.30

*including trainees

Equal Employment Opportunity

The Equal Opportunity and Discrimination Administrative Procedure was developed to:

- Facilitate an all-inclusive culture of tolerance, fairness, equity and diversity in the work environment,
- Ensure that all employees are aware of inappropriate workplace behaviours and how to prevent them from occurring,
- Ensure the best person for each job is selected based on merit,
- Promote an understanding among all employees of the particular considerations and benefits of different diversity groups in the workplace,
- To provide and maintain so far as is reasonably practicable, a working environment and system of work that is safe and without risk to health,
- Ensure legislative compliance with a view to preventing all forms of discrimination, harassment and bullying, and
- Mitigate any employment-related disadvantage for all employees and particularly those from different groups.

Principles

Council is committed to achieving fair and equitable employment practices including:

- Merit-based recruitment, selection and promotion,
- Access for all employees to appropriate training, development and employee assistance programs, and
- Grievance handling procedures.

Responsibilities

All Council employees will treat everyone with respect and courtesy, and without harassment, bullying or discrimination. All employees will at all times behave in a way that upholds the City of Mount Gambier's values and the integrity and good reputation of the Council.

The City of Mount Gambier will:

- Demonstrate commitment to equal opportunity and diversity through its actions and decision making,
- Demonstrate and embrace the principles of equal opportunity, workplace diversity and the employee code of conduct, and
- Facilitate a culture of inclusiveness.

Community



Financial support provided to community groups, services and initiatives

Council provides many direct and indirect services and support to the community and in particular, to improve the health, welfare, lifestyle and wellbeing of its citizens.

In addition to other contributions that may be referenced in this Annual Report, other direct financial support was provided by the Council in 2019/2020, including:

| | |
|--|----------|
| Care Ring telephone service (Lifeline SE) | \$2,000 |
| Youth Advisory Group and projects | \$1,300 |
| Mount Gambier City Band | \$7,000 |
| Mount Gambier Toy Library | \$2,000 |
| Heritage Restoration Fund | \$20,000 |
| Stand Like Stone Foundation | \$8,000 |
| The Junction | \$1,500 |
| NAIDOC Week | \$1,000 |
| Rotary Club of Mount Gambier West Careers Expo | \$1,500 |
| Mount Gambier Chamber of Commerce Business Awards | \$1,500 |
| New Year's Eve Celebrations (Mount Gambier Community Events) | \$10,000 |
| Party in the Park (Rotary Club of Mount Gambier West) | \$2,500 |
| Lakes Rotary Blue Lake Fun Run | \$3,000 |
| Mount Gambier Eisteddfod (Backstage Inc.) | \$5,000 |
| Australia Day Breakfast | \$5,000 |

| | |
|--|----------|
| Mount Gambier Racing Club Gold Cup | \$3,000 |
| Suicide Bereavement Support Group | \$3,000 |
| General community donations | \$17,000 |
| Seniors activities | \$1,500 |
| Syringe Disposal Service | \$2,600 |
| Main Corner / City Hall hire subsidies | \$32,100 |
| Wehl Street Theatre | \$2,000 |
| Citizenship ceremonies | \$3,800 |
| Christmas Parade | \$38,000 |
| Christmas decorations | \$25,000 |
| Tertiary Health Education grants | \$12,000 |
| Fringe in Mount Gambier | \$50,000 |
| Women in Business and Regional Development | \$2,900 |
| Pioneers Basketball | \$25,000 |
| Sport and Recreation Major Capital Works Program | \$80,600 |
| Creative Arts Fund | \$24,200 |
| Wet Noses Animal Rescue | \$7,500 |

Sport and Recreation Major Capital Works Program

The City of Mount Gambier Sport and Recreation Capital Works Program aims to foster and assist in the development and/or capital renewal of sport and recreation infrastructure within the city.

In 2019/2020, \$80,531 was granted to local sporting clubs for the following projects:

| | | |
|---------------------------------------|--|----------|
| East Gambier Cricket Club | Construct a shelter / pergola over the canteen facility | \$11,000 |
| Blue Lake Golf Club | Redevelop the existing driving range / construct shelter | \$14,965 |
| South Gambier Football Club | Relocate and modernise the umpires change rooms | \$10,467 |
| West Gambier Football Club | Building fire safety upgrades | \$13,102 |
| Mount Gambier Cycling Club | Building fire safety upgrades | \$1,061 |
| North Gambier Football / Netball Club | Construct a netball changeroom facility | \$10,467 |
| Mount Gambier Netball Association | Install new LED light fittings | \$19,469 |

East Gambier Cricket Club was able to complete a building addition with the assistance of grant from the 2019/2020 round of the City of Mount Gambier Sport and Recreation Capital Works Program.



Junior Sports Assistance Fund

Membership of the Junior Sports Assistance Fund is comprised of the City of Mount Gambier, the District Council of Grant and local sporting organisations who have agreed to become financial members.

The fund provides financial support for junior sports people who have achieved state selection or higher in a specific sport. The financial transactions and financial position of the fund in 2019/2020 is as follows:

| 2019/2020 financial position | \$ |
|--------------------------------------|---------|
| Assistance to juniors | 12,150 |
| Support for special coaching clinics | 0 |
| Assistance to disadvantaged juniors | 2,550 |
| Member contributions | 8,546 |
| Council contributions | 16,000 |
| Bank interest earned | 784 |
| Donations received | 0 |
| Sponsorship of programs received | 5,050 |
| Cash at bank, 30 June 2020 | 106,641 |

For the 34 years of the fund's operations, the consolidated transactions to 30 June 2020 are as follows:

| Fund history | \$ |
|--------------------------------------|---------|
| Assistance to juniors | 494,545 |
| Support for special coaching clinics | 90,383 |
| Assistance to disadvantaged juniors | 15,900 |
| Member contributions | 188,520 |
| Council contributions | 356,500 |
| Bank interest earned | 71,388 |
| Donations received | 43,086 |
| Sponsorship of programs received | 43,050 |
| Other expenses | 300 |
| Government and bank charges | 2,508 |

Note that payments from the fund for assistance to juniors did not commence until July 1988, funding for coaching clinics did not commence until July 1991 and funding for disadvantaged juniors did not commence until July 2012.



Hamish Case received a donation from the Junior Sports Assistance Fund to represent South Australia at the Cricket Australia Under 15 National Championships held in Ballarat in February 2020.

The major considerations and achievements for the year included:

- 17 sporting organisations/clubs participated as members of the fund,
- Generous donation of \$2,500 from Commercial Club Inc,
- The Rotary Club of Mount Gambier Lakes approached the fund to administer a program to support/assist financially disadvantaged juniors of member organisations. The funding provided is up to \$3,000, dependent on applications, and is part of the surplus from the Blue Lake Fun Run, and
- Due to COVID-19 many of the Junior Sports Assistance Fund member organisations were inactive for several months.

Australian Citizenship Ceremonies

Five Citizenship Ceremonies were conducted by the City of Mount Gambier during 2019/2020, with a total of 65 people receiving Australian Citizenship.

New citizens were welcomed from India, Syrian Arab Republic, United Kingdom, China, HKSAR of the PRC (Hong Kong), Philippines, Republic of Ireland, Mexico, Pakistan, New Zealand, South Africa, Democratic Republic of Congo, Zambia, United States, Thailand, Egypt and Austria.

In 2020 the City of Mount Gambier held its first Australia Day Citizenship Ceremony.

"I felt the ceremony had particular relevance being held on Australia Day and I could sense a real feeling of pride and happiness among the candidates as they had citizenship bestowed upon them on a day of such national significance," Mayor Lynette Martin said.

Due to the COVID-19 pandemic, the Australian Government approved the conduct of Citizenship Ceremonies via electronic means. On 18 May 2020 City of Mount Gambier held an online ceremony via Zoom with 23 candidates conferred.

"With so many things being placed on hold during this time it was pleasing to see that the City of Mount Gambier still found a way to welcome new citizens into the community," conferee Odette Lubbe said.

Representatives from Soroptimist International of Mount Gambier attended the face-to-face ceremonies and presented a gift to every participant.

Mayor Martin presiding over an online ceremony during the pandemic.



New citizens Loujian Mhd Alkhalaf Alkharabeh (left), Raeda Shehada Kaheel, Sham Alkhalaf Alkharabeh, Mohamad Alkhalaf Alkharabeh and Ranim Mhd Alkhalaf Alkharabeh.



Mayor Martin cuts the Australian-themed cake with family members of new conferees at the first Citizenship Ceremony held by City of Mount Gambier on Australia Day.



Muhammad Rizwan cuts the cake with Mayor Martin. The new citizen had double the reasons to celebrate with the ceremony coinciding with his 5th birthday.

Mount Gambier Library

Community support and the commitment of staff ensures the Mount Gambier Library has the agility and responsiveness to remain at the heart of the community. The Library's operations and programming aims to contribute to the wellbeing of residents and visitors alike and adapt and respond to their needs.

The Library's vision is to be an ever-evolving place for ever-evolving people which was paramount during the COVID-19 pandemic which affected regular services provided to the community. The Library was closed from 28 March to 18 May 2020 and responded quickly to adapt and provide online programs and click and collect services to support the wellbeing of the community.

Regular programs and services including: Baby Bounce, Move and Groove, Storytime, Minecraft Club, Robotics Club, LEGO Fan Club, 3D printing, Wacom tablets, Bookwell, local and family history help, computer lessons, Crochet Club, Chinese language lessons, Tuesday help desk, JP service, reading group, Tech Savvy Seniors and school holiday programs were also delivered to cater to the needs of the community.

Mayor Martin and Library Manager Georgina Davison cutting the cake at the Library 10th birthday celebrations.



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Mount Gambier Library – celebrating 10 Years

Over the past 10 years more than four million people have walked through the doors at the Mount Gambier Library. Staff have sung, bounced, danced and read to more than 65,000 under five year olds and loaned more than 3.8 million items.

The original vision for the current Mount Gambier Library was for it to be the 'third place', the place that is not home and is not work, a place for the community to gather, connect and learn. This aspiration has been cemented with the Library offering more than 1,000 programs annually.

In 2009 when the doors were open to the newly developed Library, a gateway was opened to the future of libraries in Australasia. Gone were the days of being hushed for talking too loud and we welcomed and embraced the libraries of tomorrow, providing a multipurpose community space for all ages to enjoy.

To commemorate the 10th birthday celebrations on 17 December 2019, the Library hosted a family fun day showcasing many of the regular activities including virtual reality sessions, 3D printing, Wacom digital drawing, craft activities and face painting, balloons and a cake fit only for such purpose. What was mistaken by many as a pile of library books, was in fact, a spectacular array of edible classics from 'Charlotte's Webb' to 'Lord of the Rings', baked by 'Cakes by Mandy' with the cutting of the cake by Mayor Lynette Martin and Library Manager Georgina Davison.



Library staff (L to R) Bek Coates, Danni Reade, Kelly Lynch, Kristi Brooks, Patricia Ellis and Terasa Nearmy celebrate the 10th birthday of the revamped Mount Gambier Library.

Time capsule – 'Bienvenu' unveiled

The former Target building on Ferrers Street Mount Gambier was demolished in July 2019 to make way for a new Coles supermarket development. During the works, a foundation stone, time capsule and an additional historic stone were uncovered.

The stone was originally laid to commemorate the opening of Mount Gambier's first power station by Mayor of the day, C. Spehr on 6 March 1924.

Almost 50 years later in April 1973 the foundation stone was salvaged when the electricity supply buildings were demolished and the stone was then incorporated within the former Target store building. During the demolition of the building, contractors discovered a cairn behind the stone which contained a glass time capsule.

The stone is marked with the word 'Bienvenu', the French word for 'welcome'. Its origin was a mystery, until a public call out for information led to Mrs Joan Aikman, aged 95 years, who contacted Council to advise that 'Bienvenu' was the name of the property where her father lived at 9 Sturt Street.

The time capsule was delicately unveiled at the Mount Gambier Library on Friday 8 November 2019 by Mayor Lynette Martin. A large crowd attended the historical moment which revealed the contents:

- Letter from Mr J.J Johnson, Town Clerk listing contents of capsule dated 26/9/1973,
- Corporation of Mount Gambier Electric Supply Department Agreement - 1924,
- Copy of *The Border Watch* dated 4/3/1924,
- Envelope containing a full set of pre decimal coins,
- Copy of *The South Eastern Star* dated 4/3/1924,
- Corporate letterhead examples, one signed by Arthur Shepherdson, Town Clerk - 1924,
- List of Council members 1973/1974,
- Copy of *The Exchange* newspaper dated 29/2/1924, and
- Copy of *The Border Watch* newspaper 24/4/1973.

Mrs Aikman was in the audience at the capsule reveal and was reunited as owner of the 'Bienvenu' stone.



Library Local History Officer Danni Reade, Library Manager Georgina Davison and Mayor Mayor inspecting the contents of the time capsule at the opening event.



Mayor Martin with the time capsule and 'Bienvenu' stone at the former Target site.



Mayor Martin handed the 'Bienvenu' stone back to Mrs Joan Aikman to keep.

Mount Gambier Library

Exercise for the body and mind

Exercising the body and mind is now possible at the same time after two spin bikes were purchased for the Mount Gambier Library.

The bikes are fitted with desktops and strategically positioned in the Library to overlook the Cave Garden.

“You can now burn calories and keep in shape while having your nose in a book or laptop for study or work. Virtually silent and incredibly comfortable, the bikes are suitable for all community members including the ageing,” Team Leader Library Programs Kristi Brooks said.

The bikes were officially launched in August 2019 with ABC South East’s Selina Green riding and broadcasting live from the saddle. Other VIP riders on the day included Mayor Lynette Martin along with local athletes from the Pioneer Basketball Club and the president of the Mount Gambier Cycling Club.

“It’s a perfect way for people who are time poor, people who can’t exercise outdoors or those that are unable to afford gym membership to incorporate a little exercise into their daily routine.”



ABC South East presenter Selina Green interviews Team Leader Library Programs Kristi Brooks during a live broadcast from the spin bikes overlooking the Cave Garden.

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NUMBER OF VISITORS 
258,525

PROGRAM PARTICIPANTS 
ADULTS **11,982**
CHILDREN **8,765**
TOTAL **20,747**

 **13,607**
ACTIVE MEMBERS

678 TOTAL PROGRAMS

 NUMBER OF ITEMS **52,841**

 NUMBER OF LOANS **286,798**



Mount Gambier Community Mayor's Christmas Appeal reaches new heights



Limestone Coast Pantry Director Lyn McLachlan and Library Manager Georgina Davison.

Bookmark café welcomes new operator

City of Mount Gambier partnered with Limestone Coast Pantry to continue the operation of the Bookmark Café, located within the Mount Gambier Library.

Council resolved to enter into a service agreement with the local business at its February 2020 meeting, following an expression of interest process after the retirement of the previous operator.

Council considered business proposals from interested parties to enable the provision of an ongoing hospitality service for Library patrons.

"We are pleased to have the Limestone Coast Pantry team at the Bookmark Café and look forward to working together with a clear focus on ensuring outcomes that also benefit the community," Mount Gambier Library Manager Georgina Davison said.

As an established local business with multiple outlets in the city, Limestone Coast Pantry have expressed their passion for the community and see opportunities to contribute to broader Council and community objectives through operation of the centrally located café.

"We see this as a wonderful opportunity to partner with the Library and Council to enhance the experience of locals and visitors to the civic and arts and culture precinct," Limestone Coast Pantry Director Lyn McLachlan said.

"We have already partnered with many local organisations and see huge potential in the space of the Bookmark Café to further grow these partnerships."

The Mount Gambier Community Mayor's Christmas Appeal reached new heights in 2019 with the final tally of donations hitting a record \$36,742.35.

The funds raised through the appeal were provided to local welfare agencies the Salvation Army, St Vincent de Paul Society, Uniting Care Mount Gambier, ac.care and Lifeline South East who distributed food hampers and other goods locally to those in need at Christmas.

Mayor Lynette Martin expressed her gratitude for the generous support the appeal received.

"I am overwhelmed by the generosity of the businesses and individuals in our community and I am so thankful for the support, particularly to those who support the appeal each year," Mayor Martin said.

"The agencies have reported that this generosity has enabled the 2019 appeal to assist almost 550 children and teenagers, 800 adults and 450 families through the Christmas cheer program."

"This magnificent result once again demonstrates what a caring community we have and our willingness to help those less fortunate - I am truly grateful and give my personal thanks to all donors."

Long standing local pharmacy UFS Chemist made one of the final donations providing a generous \$1,000 to the 2019 appeal.

"UFS Chemist is proud to support the Mayor's Christmas Appeal because as a community pharmacy our aim is to support our local community in various ways," pharmacy manager Barbara Beal said.

In addition to donations from businesses, individuals and community groups the appeal was supported through a number of community initiatives including tins and a 'tap and go' eftpos system at local businesses, collections at Blue Lake Carols and the Christmas Parade, toys donated by the Mount Gambier Men's Shed and the Mount Gambier Family Truck Show and a book drive coordinated by Mount Gambier Library and Collins Booksellers.

Continued over the page

Mount Gambier Community Mayor's Christmas Appeal reaches new heights

"I wish to thank everyone who has been involved in any kind of initiative that has assisted with the cause and acknowledge the hard work of the staff and volunteers from local agencies," Mayor Martin said.

"Not only do these agencies play an important role for our city throughout the year, they go over and above during the festive season to ensure that everyone in our community can experience the joy of Christmas."

Donations to the appeal can be made all year round through the following channels:

- Call Council on (08) 8721 2555 (option 1) with your credit card details on hand. Council staff can email you a tax invoice.
- In person at the City of Mount Gambier Customer Service counter - Civic Centre, 10 Watson Terrace.

Barbara Beal from UFS Chemist presents a cheque for \$1,000 to Mayor Martin for the appeal.

- Send a cheque made out to 'City of Mount Gambier' to PO Box 56 Mount Gambier SA 5290 with advice that the cheque is a donation to the Mayor's Christmas Appeal.






Mayor of the City of Mount Gambier Lynette Martin OAM wishes to thank and acknowledge the following donations to the 2019 Mount Gambier Community Mayor's Christmas Appeal:

| | |
|---|--|
| <ul style="list-style-type: none"> Carlin and Gazzard Carleen Laslett Chapmans Newsagency Charlie Miller City of Mount Gambier employees Collins Booksellers Commonwealth Bank D and K Turnbull Danni Reade David Sullivan DeGaris Lawyers Dr J O'Shea Dr Michael Bailey Empak Homes Exchange Printers Gambier City Lions Gambier Electronics Green Triangle Electronics Green Triangle Forest Products Group Training Employment GT Industrial Sales Herbert Real Estate J Feast Joanne Whitehead - Food for Thought John Williamson Julian Mattay Kent and Co Wines L Clode Limestone Coast Pantry Limocello Caravan Bar Lioness Club M J and E J Donovan Mardi and Andrew Whan Marlene Bott McDonald Park School MM Riquier Mount Gambier Central | <ul style="list-style-type: none"> Mount Gambier Chamber of Commerce Mount Gambier Church of Christ Mount Gambier City Band Mount Gambier Family Truck Show Mount Gambier Isuzu and Iveco Mount Gambier Ladies Probus Club Mount Gambier Library Mount Gambier Men's Shed Neville Vause Noel and Margaret Doody Noel Barr Toyota OneFortyOne People's Choice Credit Union staff Peter and Karyn Roberts Peter, Rosie, Jonty and Maggie Collins Queen Elizabeth Park Trust Inc Robert Klintberg Rotary Club of Mount Gambier West Soroptimist International Spencer and Sharon Buck Stacey Pedlar Stuckey Electrical Susan Briffa T Redding The Barn Tony Pasin MP UFS Chemist Vicki Jackson Vicki Osborne We Care Lawn Spraying Wendy Richardson Youth Advisory Group Zena Winsor |
|---|--|

TOTAL = \$36,742.35

Thank you!

The Mount Gambier Community Mayor's Christmas Appeal raises funds for distribution to local welfare agencies ac.care, St Vincent de Paul, Salvation Army, Lifeline SE and Uniting Care who provide food hampers, gifts and other support to those in need at Christmas.



Council Response to COVID-19



As the effect of the COVID-19 pandemic reverberated around the world in the first quarter of 2020, City of Mount Gambier took swift action to protect the community and invest heavily in the social and economic wellbeing of the city.

In response, Council developed a multifaceted plan focussing on our people, our economy and our recovery.

Council made key decisions under these pillars during the early stages of the pandemic to safeguard and assist the community, and to position the city for a strong recovery.

These actions included:

- Honouring event sponsorship commitments,
- Establishing a Community Development Fund to support community and sporting groups with capital projects,
- Deployment of Council staff to support critical services and organisations,
- Online portal strengthened to support coordination of community needs and services,
- Survey undertaken to ascertain issues facing local businesses and identify potential solutions in collaboration with the Chamber of Commerce, Women in Business and Regional Development and Regional Development Australia Limestone Coast,
- Acceleration of Council works programs to support the local economy,
- Waiving rent and maintenance charges for Council tenants,
- Supporting Spare Ya Change 4 Kids with a community kitchen to provide meals for vulnerable children and families,
- Short term employment opportunities at Council for locals who were left unemployed due to the pandemic,
- Refund or waive the equivalent of one quarter of rates and the Regional Landscape Levy for commercial properties affected,
- Waiving of outdoor dining and footpath display fees, and

- A multi-million dollar COVID-19 recovery allocation in 2020/2021 budget.

Rental fees waived for community and tourism tenants

In April 2020 one of the first steps Council took to support the community was to waive the equivalent of one year's rent for all community and sporting tenants and to provide specific support to tourism tenants.

The measure also included the waiving of maintenance charges for sporting clubs and Council agreed to review any future tourism tenancy rent on a monthly basis from 1 July 2020 until the end of the current public health emergency.

"Council has a range of community, sporting, commercial and semi-commercial tenants that occupy facilities under varying rental arrangements and it is important that an equitable approach is taken when dealing with these," Mayor Martin said.

These measures had an impact on Council's budget in the vicinity of \$130,000.

Community Development Fund

The COVID-19 Community Development Fund was established by City of Mount Gambier in May 2020 as a direct response to the pandemic to enable community and sporting groups to undertake works at their facilities while activities were unable occur.

The fund consisted of two streams – one for minor works up to \$5,000 and major works for projects up to \$20,000, with Council opting to increase the initial pool of funding from \$200,000 to \$350,000 to accommodate a high volume of applications.

"This funding stream provided a quick response to carry out improvement works to community and sporting facilities and as such it enabled investment in our people, our economy and our recovery and allowed us to use this hiatus in community and sporting events to our advantage," CEO Andrew Meddle said.

More than 30 community groups received funding as part of the initiative, with projects varying from re-tiling, painting and guttering works to

Council Response to COVID-19

equipment purchases and installation and major capital improvements such as new toilets and structural improvements.

"These groups play such an important role in our community and it is great that Council have been able to continue working in partnership with them," Mayor Martin said.

There was minimal criteria in place, however preference was given to applications that demonstrated use of local suppliers, contractors and Australian made materials.

"The fund was also designed to provide an economic boost to the community because of the need to source labour and materials locally," Mr Meddle said.

Blue Lake perimeter path converted to one way

Following feedback and concern from the community, the popular exercise route around the famous Blue Lake was restricted to one way in April 2020 with all users asked to proceed clockwise only.

"There have been a number of social distancing concerns raised by members of the community with regard to experiences they have had while exercising around the Blue Lake since the pandemic hit," City of Mount Gambier General Manager City Infrastructure Nick Serle said.

"Particular reference has been made to the narrow section on Bay Road that is approximately 750 metres in length where there is little to no room to pass oncoming users due to the physical restrictions caused by the guardrail and fence."

"These physical barriers, while required for safety reasons, mean users are unable to practise social distancing in this section and have required Council to implement this restriction."

The move followed the requirement for Council to close all playgrounds, skate parks and the pump track to comply with Federal Government guidelines with the key directive to the community at the time being to stay at home and only go out for food, work, medical needs and exercise.



One way directional signage installed at the Blue Lake during the COVID-19 pandemic.

Sponsorship for cancelled events honoured

With COVID-19 causing the cancellation and postponement of a number of events, Council resolved to provide support to community event organisers. At the April 2020 meeting, Council endorsed the payment of part or all sponsorship funding for events where a commitment was made in advance of the public health emergency.

"Council will not seek reimbursement of funds provided as part of an event sponsorship agreement for those events that have been cancelled as a result of COVID-19," Mr Meddle said.

The initiative was designed to reduce the financial impost on event organisers and was accommodated within the 2019/2020 budget, equating to approximately \$250,000.

"Given the funding has already been committed the honouring of sponsorship payments is intended to maintain Council's commitment to support these events," Mr Meddle said.

The CEO said the provision of this financial support is intended to bring event budgets back to a "level financial position".

"It is hoped that this simple approach will help to protect the interests of those organisations that will have a role to play in partnering with Council as part of the recovery phase which will hopefully lead to a widespread economic ripple post-pandemic."

Mayor Martin said the Council acknowledge that majority of community events are delivered by volunteers.

"We hope this support will go a little way towards securing the longevity of events in our city and provide some relief to those who contribute so much of their personal time and energy to deliver great local events for the community to enjoy."

Rate relief for local businesses

City of Mount Gambier provided rate relief to businesses whose activity has been significantly impacted by COVID-19 with Council endorsing the move to refund or waive the equivalent of one quarter of rates and the Regional Landscape Levy, on application, for commercial properties based in Mount Gambier.

"Council took steps at the first COVID-19 related meeting to provide support to all ratepayers in the way of deferrals and fines and interest waivers, however as the economic downturn has been realised there was a strong desire to provide local relief to business," Mayor Martin said.

The move followed a resolution of Council at the special meeting held Tuesday 5 May 2020 authorising the CEO to waive fees and charges associated with outdoor dining until 30 June 2021.

"Waiving of outdoor dining fees and charges is just one of the many ways Council continues to assist with easing the financial burden caused by COVID-19 and is a further step to ensuring our businesses can re-open sooner rather than later with socially distanced dining," Mayor Martin said.

Commercial rate relief was provided for 177 properties totalling \$174,673.00, of which 38 payments were made to refund advance payments.

Services switched to online programming

Despite being closed to the public for some weeks throughout the pandemic the Mount Gambier Library continued to offer modified services to the community electronically and via a 'click and collect' arrangement.

Customers were able to reserve items including DVDs, CDs, books, magazines, jigsaws and other items online or over the phone.

Library staff were also kept busy creating innovative programs online.

"The team have really embraced the online delivery of services and our first 'Storytime' recording on our Facebook page had an impressive 9,000 views," Library Manager Georgina Davison said.

Faced with having to cancel all programs and close the doors, The Riddoch and Main Corner Complex team also adapted to enable digital program delivery.

Dubbed 'Riddoch at Home', the digital program offered online craft workshops and access to templates, profiling of local artists, content shared from current exhibitions and the stories of the esteemed Riddoch collection.

Each week a different piece from the Riddoch collection was shared with online audiences and a local artist profiled via social media aimed at delivering the cultural complex's programs to its regular following while affording exposure to the broader community.

"The team have responded nimbly to the challenge of online programming, learning new online collaboration skills overnight to work together from our homes to create videos and digital content," Main Corner Coordinator Talie Teakle said.



Children's Services Library Officer Bek Coates presents 'Storytime' to an online audience.

The Riddoch and Main Corner Complex

High School art prize awarded - Calibre

The inaugural Limestone Coast senior high school art award exhibition titled Calibre was on display at the Riddoch Art Gallery in early 2020, with the \$1000 major prize awarded to 2019 Tenison Woods College graduate Max Crook for his work titled 'Manifestations'. The award was presented at the exhibition opening held on Friday 31 January 2020.

The exhibition and award was sponsored by the University of South Australia and aimed to showcase the most creative and innovative work from high school students in the region.

"This award represents our commitment to promoting and celebrating excellence within our community and aims to inspire our young people to continue being creative," City of Mount Gambier Arts and Culture Development Officer Serena Wong said.

"We take this award seriously and wanted to demonstrate that with a significant prize."

The exhibition featured nine artworks to showcase young artists who demonstrate creativity, innovation, experimentation and risk taking.

"Calibre shows the breadth of creative talent we have in our community, encompassing visual art, design, photography, performing art, media and creative art," Ms Wong said.



Calibre winner Max Crook with his piece 'Manifestations'.

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City of Mount Gambier Arts and Culture Development Officer Serena Wong (left), Riddoch Art Gallery Director Melentie Pandilovski, UniSA tutor Helen Strickland with high school art award winner Max Crook.

The pieces were judged by UniSA Adjunct Senior Lecturer School of Art, Architecture and Design Linda Marie Walker and exhibition curator Serena Wong.

The winning piece featured four functional masks. Each mask represented a series of emotions for the artist and were made from various materials including vinyl, polymer clay, ducting, computer wires, animal products, copper and fishing line.

"Manifestations is a well thought through work, personal and heartfelt. The materials are considered and varied and have been used to achieve particular effects," Dr Walker said.

"The work references other well-known practices, like wood-working, metal-working, and leather-working."

To determine the prize winner, local teachers were asked to nominate their top performing students in areas such as visual art, design, digital technology and integrated learning and elite performing arts/media.

"I was thrilled with the decision of the judges, winning this award will have a significant impact on Max as an artist and having the opportunity to show the work in a gallery is wonderful validation for young artists who put so much time and effort into their work," Former Tenison Woods College visual art teacher Jane Van Eeten said.

'12 Nights of Christmas' lights up Cave Garden

City of Mount Gambier collaborated with renowned projection art creators Illuminart to deliver '12 Nights of Christmas' which lit up the Cave Garden precinct in December 2019.

The festive 15-minute sound and light show featured on the rear wall of The Riddoch and Main Corner Complex every half an hour until midnight for 12 days.

"As the sun went down, the light shows brought us this festive story in light, featuring Santa who needs some special magic to help his sleigh fly," Main Corner Coordinator Talie Teakle said.

"You could catch glimpses of Santa and the sleigh on the Elders wall, sparkling greetings in the gardens, and photos of the parade on the Main Corner".

The temporary display was designed to complement the existing Christmas décor in the CBD, including the outdoor Christmas tree, street banners, lights and garland on the Main Corner, Old Town Hall, Civic Centre, Library and Lady Nelson brig as well as the nativity scene in Commercial Street East.

"The sound and light display was a really great way to add to the festive feel of the city during the most wonderful time of the year," City of Mount Gambier Community Events Team Leader Denise Richardson said.

The projection story was developed by Illuminart Australia and Heapsgood Productions with appearances by young actors, local icons and of course, Santa.



Illuminart's Travelling Light Show projected on the fuel tanks at the Railway Lands.

Railway Lands lit up by Illuminart

Animated projections lit up the Mount Gambier Railway Lands on Friday 23 August 2019 when Illuminart's Travelling Light show visited Mount Gambier as part of a grand projection art tour to celebrate the South Australian Living Artists (SALA) Festival.

The program of animated projections could be seen on fuel tanks and other structures and featured animations from across South Australia that connect Mount Gambier to other towns with their shared history.

"The dramatic mid-winter show aimed to bring people together for a short burst of bright, colourful and invigorating creativity, combining history, humour and warmth and celebrating creative storytelling during South Australia's Living Artists Festival," Illuminart director Cindi Drennan said.

Illuminart are creative producers who illustrate and illuminate stories using spectacular light and immersion.

"Our tour helped to bring some warmth and happiness to people in winter and we are very fortunate to be able to bring this project to Mount Gambier during SALA."

12 Nights of Christmas in the Cave Garden.

The Riddoch and Main Corner Complex

Ancient Rome comes to Mount Gambier

In a South Australian exclusive, the Riddoch Art Gallery presented the award-winning exhibition *Ancient Rome: The Empire that Shaped the World* from Saturday 17 August 2019 to Sunday 10 November 2019 at The Riddoch and Main Corner Complex.

Created by renowned Italian artisans Niccolai – Teknoart Snc (Firenze) and Artisans of Florence, responsible for the remarkable Da Vinci exhibition, *Ancient Rome* included more than 200 exhibits including artefacts, catapults, frescoes, armour, weapons and busts painstakingly reconstructed from ancient roman records.

To celebrate the exhibition launch, The Riddoch and Main Corner Complex hosted a cocktail gala event in true roman style on Friday 16 August 2019 at City Hall.

The event featured guided tours of the exhibition, a roman inspired menu by Metro Bakery and Café, local wines from Caroline Hills Winery and roman themed musical compositions by local quintet Cumpas.

"What better way to enjoy an exclusive opening for an exciting and ambitious exhibition than with wine, food and music," Riddoch Art Gallery Director Dr Melentie Pandilovski said.

"From war machines to aqueducts, the exhibition had all the highlights of an incredibly advanced culture. It is amazing to discover many of the things we use today were a product of roman ingenuity."

To complement the exhibition, a program of events delivered unique workshops and experiences to the community.

Artist Fruzi Kenez held clay workshops inspired by the roman's mastery of this art form. The Adelaide-based ceramicist guided participants in the creation of a roman style vase during a workshop on Saturday 19 October 2019 and the creation of a small bust of a figure, animal or vessel on Sunday 20 October 2019.



The Riddoch and Main Corner Complex staff Melissa Horton, Lily Higgs, Talie Teakle and Daniel Pearson at the Ancient Rome gala cocktail event.

"Fruzi's workshops are not your average clay making workshop," Dr Pandilovski said.

The community was also invited to try a hand at a toga life drawing session with local artists April Hague and Jane Van Eeten, while food lovers rejoiced in an opportunity to attend a cooking masterclass with chef Ian Perry.

"There is a reason Ancient Roman culture has endured for centuries and these activities demonstrate not only how vast the roman influence was but how much we owe to the romans today," Dr Pandilovski said.



Stella and Astrid check out the Ancient Rome: The Empire that Shaped the World exhibition as part of the School Holiday Program at the Mount Gambier Library and The Riddoch and Main Corner Complex.

'Praying Mantids' find their home along the Rail Trail

The Mount Gambier Rail Trail is now home to a praying mantids sculpture by renowned local artist Ivo Tadic.

Funded in part by the City of Mount Gambier Creative Arts Fund, the sculpture aims to add colour and interest to the section of the trail between Sturt Street and Harrald Street opposite the Hellenic Hall.

Constructed from a balanced combination of limestone and steel, the sculpture is the result of many months work by the artist and was transported to the site in October 2019 for installation.

"So far the feedback has been really positive, during the installation we had many residents stop to praise the sculpture," artist Ivo Tadic said.

The Creative Arts Fund encourages projects and provides opportunities that make a positive contribution to the city and demonstrates consistency with outcomes from Council's Community Plan.

"Many of the people that stopped to look at the work said they were pleased that Council has initiated some works on the walking trail."

Mr Tadic says the work is simply two insects in an interactive pose.

"Interpret it however you wish, it can symbolise many things however I created this piece because I like insects and they are a foundational layer of our ecosystem," Mr Tadic said.

The choice of colours and materials for the piece was inspired by the natural environment and was designed to ensure the sculpture fits in with its surroundings.

"Limestone is an important feature in our regional identity and the use of this material and natural colours ensures the piece sits well in this location."

"The use of limestone is also good for tourism and opens the opportunity for a sculpture trail to be developed as a tourist attraction," Mr Tadic said.

| Praying Mantids - Ivo Tadic.



Mount Gambier & District Tertiary Health Education Grants

The Mount Gambier and District Tertiary Health Education Grants program provided six financial grants to local health students in 2020.

The program is in its 14th year and supports city or district residents who are required to leave the region to undertake university studies in identified health skill shortage areas within the community.

The program provides local students with a \$2,000 grant to help complete their tertiary studies within the health field.

"The program aims to support young people in their endeavour to formally train as a health specialist," Mount Gambier and District Tertiary Health Education Grants Program Chairman Ken Stafford said.

"Although we know some grant recipients may be unable to return to the region, where possible we hope they do so following their graduation to boost the number of health professionals in the Limestone Coast."

Grants are provided to support a broad range of student needs including university fees, medical uniforms, equipment, books, travel and living expenses.

"In 2019 we provided 10 grants to students who undertook studies in a wide variety of specialty health areas at five different universities throughout Australia."

2019 grant recipient Cody Lewis said the financial support she received assisted her to meet the costs associated with her first year studying a Bachelor of Exercise Science and Master of Clinical Exercise Physiology at Flinders University in Adelaide.

"Not taking a gap year meant leaving a greater financial burden on my family, therefore when I was notified I would be a recipient of this grant I was so grateful as it provided me with some

Previous Tertiary Health Education Grant recipients Jessica Henman (left), Anne Zwijnenburg, Cody Lewis, Amelia Hancock and Chloe Slarks attended the 2020 program launch.



important assistance to allow me to successfully move away and kick start my study," Miss Lewis said.

2015 grant recipient Amelia Hancock recently graduated with a Bachelor of Pharmacy (Honours) and has returned to her home town of Mount Gambier to commence work as a pharmacist.

"Additional costs such as text books, lab coats and accommodation are just a few items that I put the grant funds towards," Miss Hancock said.

"After completing my studies and internship in Adelaide this grant has allowed me to follow my dream to move back to Mount Gambier with a full-time job as a pharmacist at UFS Chemist."

The grant program is supported by City of Mount Gambier, District Council of Grant, UFS Chemist, Flinders Rural Health SA, Mount Gambier and District Community Bank, Rotary Club of Mount Gambier Lakes, John and Helen Kentish and Ken and Carol Stafford.

Since 2007 the program has awarded 142 grants to students at a total cost of \$284,000.

"We are always looking for additional financial contributors to the program so that we can continue to support local students undertaking tertiary studies within the health field," Mr Stafford said.

The 2020 recipients were:

| | |
|-------------------|--|
| Kira Millhouse | Bachelor of Paramedicine |
| Mitchell Hunter | Bachelor of Paramedic Science |
| Kristopher Barnes | Bachelor of Pharmacy (Honours) |
| Sarah Riddoch | Graduate Certificate in Wound Ostomy and Continence Practice |
| Madeline Watson | Bachelor of Medical Radiation Science (Medical Imaging) |
| Shayla Jones | Bachelor of Medical Imaging |



Community and Environmental Health

| Food Safety | |
|--|------|
| Total food businesses currently registered | 477 |
| Facilities which require food safety audits | 10 |
| P1 (highest) risk classified food businesses | 129 |
| P2 (high) risk classified food businesses | 195 |
| P3 (medium) risk classified food businesses | 94 |
| P4 (low) risk classified food businesses | 59 |
| Complaints received by Council | |
| Alleged food poisoning | 8 |
| Food unsafe due to foreign matter | 1 |
| Poor personal hygiene or poor food handling practices | 4 |
| Food unsuitable/unsafe due to microbial contamination/growth | 2 |
| Unclean premises | 0 |
| Food recall notifications received | 55 |
| Food safety education | |
| TAFE accredited food safety short courses | 4 |
| 'I'm Alert' online non-accredited food safety training users | 1198 |
| Food business food safety newsletters | 4 |
| Public Health | |
| Registered high risk manufactured water systems | 65 |
| Public accessible swimming pool and spa inspections | 26 |
| Registered hair, beauty and skin penetration businesses | 102 |
| Onsite wastewater treatment system applications | 9 |
| Complaints received by Council | |
| Accommodation standards | 2 |
| Air pollution / odours | 5 |
| Discharge of wastes / waste control | 4 |
| General health complaint or enquiry / other | 24 |
| Hoarding and squalor | 13 |
| Infectious disease / notifiable disease | 3 |
| Mould | 2 |
| Public swimming pools and spa pools | 7 |
| Sanitary facilities | 1 |
| Supported residential facilities | 4 |
| Vermin (including birds, rats & mice) | 10 |
| Water quality (other than public swimming pools and spa pools) | 3 |

| Communicable Disease Control Branch mandatory notifications | |
|---|-------|
| Highest month with Influenza - July 2019 | 30 |
| Influenza notifications | 95 |
| Food borne related illnesses - Campylobacter and Salmonella | 50 |
| COVID-19 compliance actions undertaken since March 2020 | 3,731 |
| Community Health | |
| Hazardous waste (sharps) collected at Civic Centre | 182kg |

TOTAL FOOD BUSINESSES CURRENTLY REGISTERED **477**


102 REGISTERED HAIR, BEAUTY AND SKIN PENETRATION BUSINESSES

HIGHEST MONTH WITH INFLUENZA **JULY 2019 (30)**




1198 ONLINE NON-ACCREDITED FOOD SAFETY TRAINING USERS


182KG HAZARDOUS WASTE (SHARPS) COLLECTED AT CIVIC CENTRE

Australia Day Awards

Community minded citizens and a growing local event were recognised for their achievements at the 2020 City of Mount Gambier Australia Day Breakfast and Awards Ceremony held at the Cave Garden on Sunday 26 January.

"The Australia Day awards recognise individuals and organisations who have made a noteworthy contribution during the past year, and/or given outstanding service over a number of years, to our local community beyond normal employment duties," Mayor Lynette Martin said.

The 2020 Young Citizen of the Year was awarded to 18 year old Caitlin McMahon. Caitlin has served the community through five years of volunteering with the Sunset Community Kitchen and 18 months as a St John Limestone Coast member serving as an event medic, along with commitment to various local sporting clubs and school based leadership roles.

In October 2019 Caitlin was recognised for her considerable contributions when she was invited to Government House and presented an Order of Australia Association SA Branch Student Citizenship Award by the Governor of South Australia, the Honourable Hieu Van Le.

The Young Citizen of the Year also dedicates her time to volunteering at the Mount Gambier Hospital where she enjoys visiting patients to offer them company and someone to talk to.

"During my visits at the hospital I am able to spend time with people from all walks of life and hope to provide some company and comfort. It is such a rewarding and humbling experience," Caitlin said.

Caitlin also served the community through her role as school captain. In this role she assisted with the 'Do it for Dolly Day' held in May 2019 and coordinated initiatives to facilitate a collaboration between Grant High School and the recently founded local organisation 'Spare Ya Change 4 Kids'.

"I absolutely love helping people and hope to get into medicine so my involvement with St John has been invaluable in providing me with firsthand experience in the field," Caitlin said.



2020 Young Citizen of the Year Caitlin McMahon (right) pictured with her mother and dedicated humanitarian Lorenza McMahon who was awarded Citizen of the Year.

Despite a long list of achievements to her name and a demonstrated commitment to improving the lives of others Caitlin remains humble about the selfless work she and her family undertake.

"My Mum has been a big influence, we've always volunteered in various groups from a young age and as a family are passionate about helping our community."

"I am very honoured to be recognised as the Young Citizen of the Year, I did not expect it - when you volunteer you don't expect anything in return it's just about giving back to the community that helped raise you, so to be a recipient of an award like this is incredible."

Citizen of the Year was awarded to dedicated humanitarian Lorenza McMahon.

Lorenza is the mother of 2020 Young Citizen of the Year, Caitlin and 2019 Young Citizen of the Year, Joseph.

Dedicating many hours each week to St John and the Sunset Community Kitchen, Lorenza's selfless nature is demonstrated by a long list of service to her community over many years.

"Lorenza is the quintessential quiet Australian achiever whose thoughtful good deeds would fill chapters in a book if fully documented," nominator Ross Parkinson OAM said.

"She is a fabulous citizen of our city and her humanity speaks volumes of this caring and thoughtful soul."

Australia Day Awards

The desire to help others started at an early age for Lorenza, learning from her parents the spirit of selflessness and giving back to the community.

"I remember Mum used to talk about Grandma who helped out in the community and the attitude was 'you just help people, that's what you do' so we just grew up doing the same and have brought our children up this way," Mrs McMahon said.

Joining St John in 2013, Lorenza has completed a Certificate Three in Basic Health and six years later continues to volunteer as an event medic and teaches junior cadets.

"St John is a great organisation and provides us all with amazing opportunities and skill development."

Lorenza's involvement with the Sunset Community Kitchen began in 2009 when a committee was first established to get the concept off the ground. Lorenza serves as a team leader preparing and serving meals at the Sunset Community Kitchen on Monday and Wednesday evenings and collects food donations from local businesses each week.

"People are doing it tough so it's good to know you can provide some relief to these families and know that they are getting at least two nutritious meals a week," Mrs McMahon said.

With previous experience as a Lifeline counsellor and SES volunteer, Lorenza and her family also support Red Cross and UNICEF and have been heavily involved in a number of local sporting clubs through both her own involvement and that of her children and husband.

Senior Citizen of the Year Janet Bellinger.



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"If you don't do it, the clubs don't survive and if you just do a little bit it helps to keep the clubs going, you just want the best for that group and what it does for the community."

Senior Citizen of the Year was awarded to long serving Lioness Janet Bellinger. Janet celebrated 20 years as a Lioness in March 2020 and was recently awarded the James D Richardson Honour Award, one of the highest accolades presented to Lions and Lioness members in Australia.

"It's a very prestigious award, not everyone gets one so it's quite special and shows appreciation for the work I have done over the time I have been working with Lionesses," Mrs Bellinger said.

"You just do things, and it rolls on from one thing to another but it's a very special award and as the club members said it was the first time I was lost for words."

Throughout 20 years of service, Janet has made a significant contribution to the Lioness Club and the community and has held many roles in that time.

"Janet has served the club twice as President and has held roles as Vice President, Treasurer and Director of Finance and Membership, Director of Program and Social, Director of Civic and Welfare, Director of Fundraising, Youth Project and Tail Twister," nominator Beryl Mahoney said.

Through the Lioness Club Janet also assists with the Library Books in Home program, Sunset Community Kitchen and Foodbank and has volunteered her time and expertise to assist in the planning and running of many community events. Janet also served on the Lions District Cabinet for four years as a Lioness Liaison.

"I enjoy the company of the other ladies, we work together, it's a really fun group to be with and I really enjoy the volunteer work and giving back."

Born in Millicent and with a love of all things Scottish, Janet has volunteered her time to a number of causes around the Limestone Coast through pipebands, highland dancing and debutant balls.

"I have been playing in pipebands for 60 years

having started with the Millicent Caledonian Pipe Band at the age of 15 and I now volunteer my time tutoring the Penola Pipe Band where I am a life member," Mrs Bellinger said.

"I am also a life member of the Millicent Caledonian Society where I was the first lady chief in Australia - this was quite a big deal in 1984 which ironically was dubbed the year of the woman."

Janet's volunteer work also extends to the arts where she was a member of the South East Arts Country Council in the 1970's.

"My mother was a good artist and so I was naturally drawn to the influence and appreciation of art and whilst I frequently visit the Riddoch Art Gallery, I just don't have the time to take part these days."

Having commenced volunteer work at the age of 14 Janet was humbled to be recognised.

"When I got the phone call to say I was going to receive this award I said 'I think I better sit down' - I never thought anything like that would happen to me, it was a lovely surprise."

"Volunteering brings a feeling of wellbeing, it's just something I can do and I enjoy doing it and the people I do it with," Mrs Bellinger said.

Motivated by similar events on a larger scale around Australian cities and across Europe, LEGO fans Emma Robinson, Alison Boomsma and Hannah Robinson along with a small committee created the BrickGambier event in 2017.

"BrickGambier was inspired by the global movement of adult fans of LEGO and Emma has attended shows all over Australia and Europe including BrickVention in Melbourne which is Australia's biggest LEGO fan event with 300 exhibitors," Ms Boomsma said.

"The aim of the event is quite simple - to share our love of LEGO and get other people together to enjoy it with us."

The two-day event held over the October long weekend brings together LEGO fans from around Australia to showcase their LEGO exhibits for the community to view.



2020 Community Event of the Year, BrickGambier committee members Alison Boomsma, Hannah Robinson and Emma Robinson.

The event has been increasing in popularity since its inception with both attendance and exhibitor numbers growing rapidly.

"Our first event attracted attendance numbers of approximately 500 and has grown to 1500 in 2018 and more than 2200 in 2019," Mrs Robinson said.

The organising committee attributed the success of the 2019 event in part to the Channel 9 TV show LEGO Masters that first aired in Australia in April 2019.

"Having three LEGO Masters contestants Kale, Jordan and Miller at our event helped draw a crowd and kids and adults were star struck getting autographs and taking photos which added to the great atmosphere," Mrs Robinson said.

"Another great thing about the Mount Gambier event is everyone coming together from all over Australia, especially because we are a central meeting point for both Adelaide and Melbourne exhibitors," Hannah Robinson said.

The event was the catalyst for the Limestone Coast LEGO User Group which was formed in March 2018. The group meets monthly and has a social media and web presence.

"When you start talking to people you realise how many people in the Limestone Coast are as 'nutty' about LEGO as we are so we decided it was an ideal time to get a local LEGO user group up and running," Mrs Robinson said.

The event raised \$3000 for Wet Noses Animal Rescue who provided volunteers to assist with the event.

"We are really grateful for our exhibitors who not only travel and exhibit for free but also donate LEGO to be auctioned off to raise money for Wet Noses - all for the love of LEGO," Mrs Robinson said.

Mount Gambier Community Events

Mount Gambier Christmas Parade

Thousands of people lined Commercial Street on Saturday 16 November 2019 for the NF McDonnell and Sons Mount Gambier Christmas Parade.

The event celebrated its 60th milestone with 55 entries including the involvement of local schools and bands.

"What a colourful, fantastic Christmas Parade - a huge thank you to all those who participated to make the 60 year anniversary so special," City of Mount Gambier Community Events Team Leader Denise Richardson said.

"The crowd was bigger than ever and the smiling faces and enthusiasm of the children was such a delight to see."

'Compton's Christmas Message' by Compton Primary School was named most outstanding entry, taking out the top prize of \$750.

The entry focused on the importance of spending time with family and friends and spreading Christmas cheer.

"The float featured a display of large photos showcasing the history of the parade and the judges were impressed by the colourful display of Christmas costumes and presents, as well as the singing," Ms Richardson said.

The milestone event included pre parade entertainment with roving performers such as stilt angels, giant puppets and funky clowns from Adelaide based circus and street theatre company Slack Taxi.

Following the parade, the Rotary Club of Mount Gambier West hosted 'Party in the Park' in the Cave Garden providing various activities for children of all ages and The Lions Club Blue Lake Brass Band Festival, featuring brass bands from all over the state and Victoria, was also a key feature of the annual event.

"The Brass Band Festival and Party in the Park are integral elements of the parade's history so we're very honoured to continue this great tradition," Ms Richardson said.

The very first 'Parade Queen' Helen Egan (nee Mules) also participated in the 60th event, re-

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Phoebe the giant puppet delighted crowds at the 60th celebration of the NF McDonnell and Sons Mount Gambier Christmas Parade.

visiting a tradition from 1956 when the concept was first introduced by the Junior Chamber of Commerce who ran the parade at the time to raise money for charities.

"At the time I was just 18 years old and was awarded a trip to Sydney for raising the most money which was donated to the Derrington Street Special School," Ms Egan said.

A new float 'T'was the night before Christmas' was introduced to Council's fleet to commemorate the 60th event.

City of Mount Gambier purchased the mouse character from the Adelaide Christmas Pageant and Council staff and volunteers dedicated many hours to build a base and a trailer to form the completed float, with new details also added to the character.

"Our small team of dedicated volunteers have done a wonderful job bringing the float back to life and have made it unique to the Mount Gambier parade," Ms Richardson said.

2019 AWARDEES

Most Outstanding Entry - \$750
Compton Primary School -
'Compton's Christmas Message'

Best Christmas Theme - \$500
Morris and mates - 'Naughty Elves'

Best School Entry - \$500
St Martins Lutheran College -
'King of the Jungle'

Best Club or Community Organisation Entry - \$250
Mount Gambier Karting Club -
'Racing towards Christmas'

Open Category - \$250
Mount Gambier and Districts Maternity/
Pediatriac Unit - 'Special delivery baby of Mary'

Best Themed Band - \$250
Geelong West Brass Band

Encouragement Award - \$250
Moorak Primary School and Pre-School -
'Reuse before you recycle'

Best Non-City Entry - \$500
Nangwarry Primary School -
'Santa's Workshop'

Best Recycled Resources Entry - \$250
(Donated by Community Action
Sustainability Group)
Recycled Runway - 'Night amongst the stars'



Stilt angels from Adelaide-based theatre company Slack Taxi formed part of the pre and post parade entertainment.



Children were entertained by Scott the magician/balloonist after the parade.



'T was the night before Christmas' was a new addition to the 2019 NF McDonnell and Sons Mount Gambier Christmas Parade.

Left: Compton Primary School won the Most Outstanding Entry award with 'Compton's Christmas Message'.

Mount Gambier Community Events

Red Bull UCI Pump Track World Championships Qualifier

On Saturday 14 and Sunday 15 December 2020 the newly developed Mount Gambier Pump Track hosted the first Australian Red Bull World Championship Qualifier event, with the fastest male and female riders qualifying to represent Australia at the global championships.

“The event had a great atmosphere with many locals and interstate visitors enjoying the first competition in Australia,” Community Events Team Leader Denise Richardson said.

“There was a great vibe amongst the competitors ranging from those who just love the sport to the more elite riders who were there to win.”

The competition was split into women’s and men’s timed heats where riders undertook two solo timed runs in order to qualify for the knockout heat finals.

Local women Jemma Heraper and Mercedes Scott finished on the podium as second and third place getters respectively.

“Mount Gambier was lucky enough to host a female round in what is normally a male-dominated sport,” Ms Richardson said.



Female winners – first place Marnie Williams, second place Jemma Heraper and third place Mercedes Scott.

The fastest eight women and 32 men progressed to the finals before a battle of individual timed runs crowned the fastest riders.

The two winners received an all-expenses paid trip to the World Finals, while the top four riders from each category also earned the opportunity to compete in the Red Bull UCI Pump Track World Championships.





51 riders attended from South Australia, Victoria, NSW and Western Australia. The competition was tight, with the male winner only just scraping in by one one hundredth of a second. First place winner was Wade Turner while his brother Bodi came in second.

The event provided an opportunity to build friendships within and between the local BMX and mountain bike communities. Mountain bike and cycle tourism is a fast-growing sector nationally and internationally and Council's investment in the pump track provides Mount Gambier with a great opportunity to build on its strengths as a premier cycling destination, hosting a range of national and now international cycling events, with another Red Bull qualifying event still to be held in the city at a later date.

Mount Gambier Gift

The Gift foot race was held in Mount Gambier on Saturday 7 December 2019. The event was reintroduced in the City by the South Australian Athletics League event in conjunction with the Victorian Athletics League after an eight year hiatus.

With support from sponsors, the event offered \$30,000 in prize money across 13 events, making it the richest foot race of its kind in South Australia, after the famed Bay Sheffield event.

"This excellent prize money created significant enthusiasm for the event with 160 athletes competing, including 20 from the Limestone Coast, many from local high schools," Community Events Team Leader Denise Richardson said.

"In fact, six of our high school students made the finals in various events, with three mounting the podium as place-getters, showcasing the quality of athletes in the Limestone Coast."

As a further boost to local talent, SA Athletic League (SAAL) conducted their first Regional Development Program at a number of high schools across the Limestone Coast. This allowed some of the region's fastest sprinters to experience an elite athletics program and be coached by some of South Australia's best athletes.

The program ran as a twilight format from 2:00pm until 7:30pm creating a great atmosphere at Mount Gambier's premier oval Vansittart Park.



Youth Advisory Group

In 2019/2020 the Mount Gambier Youth Advisory Group (YAG) continued to support the Mount Gambier Community Mayor's Christmas Appeal and collected more than \$3,300 during the Christmas Parade.

YAG members began the year earnestly to plan and develop a program of events and activities for South Australian Youth Week 2020. Unfortunately, due to COVID-19, the event was cancelled and the group went into recess. The group will resume planning for the next youth event later in 2020.



Youth Advisory Group clowns following the parade.

Funds donated to RFDS Patient Transfer Facility

City of Mount Gambier provided a \$15,000 donation to the Royal Flying Doctor Service (RFDS) Patient Transfer Facility at the Mount Gambier Airport.

Resolving to make the donation at the full meeting of Council in November 2019, City of Mount Gambier representatives visited the new facility to make a presentation to Mount Gambier RFDS Support Group President Bill Russon.

The Royal Flying Doctor Service lands twice a day in the Limestone Coast to airlift patients for life saving surgery or specialist treatment.

"Council recognises the vital role the RFDS play in supporting our community in times of critical need and we are very pleased to provide support for the first facility of this type in regional Australia," Mayor Lynette Martin said.

The patient transfer facility has been transformed from an existing hangar into a state-of-the-art facility including ambulance bay and intensive care unit that will enhance patient care and operational response times for critical patients in the Limestone Coast.

"The donation from City of Mount Gambier has assisted in the transformation of the hangar with the facility set to provide a new standard of care as well as upgrading comfort levels for patients, crews and service delivery partners," Mr Russon said.

"Thank you to the City of Mount Gambier, you can be sure your generous donation will benefit the Mount Gambier community for decades to come."

Mayor Lynette Martin (centre) and CEO Andrew Meddle (right) present a cheque for \$15,000 to Mount Gambier RFDS Support Group President Bill Russon (left).



Reconciliation Action Plan

City of Mount Gambier endorsed its first Reconciliation Action Plan (RAP) at the full meeting of Council on Tuesday 18 February 2020.

The endorsement demonstrates Council's commitment to continue to acknowledge, celebrate and create greater equity for local Aboriginal and Torres Strait Islander communities through the process of reconciliation.

While the plan focusses primarily on internal changes in terms of systems, practices and procedures, it also assists the Council to lead by example within the local community by demonstrating attitudes and behaviours that help to foster greater awareness and appreciation for reconciliation.

"As an organisation Council recognises the plan as an opportunity to create meaningful change within our own workplace culture, programming and service delivery while also demonstrating leadership to our broader community to take positive steps towards reconciliation," CEO Andrew Meddle said.

The plan will act as an internal framework for the organisation and identifies a vision and the actions and objectives Council will employ over the next two years.

Working together with our Aboriginal and Torres Strait Islander communities, the City of Mount Gambier has the following vision for reconciliation:

- A society free of racism and prejudice where Aboriginal and Torres Strait Islander peoples feel a strong sense of belonging and are able to participate fully in the life of our community,
- A city which supports expressions of cultural identity, where cultural practices, traditional sites and significant places are acknowledged, celebrated and preserved, and
- A community characterised by social justice which advocates for enriching the lives of Aboriginal and Torres Strait Islander peoples.



"The RAP focuses on strengthening positive relationships, acknowledging and respecting Aboriginal and Torres Strait Islander cultures and providing opportunities to ensure that our First Nations peoples have the same opportunities as others in our community," Mayor Lynette Martin said.

Council formed a Reconciliation Action Plan Focus Group in 2015 comprising of staff, senior management and Elected Members and guidance from designated Boandik Elders, community representatives and leaders of Aboriginal controlled organisations including Burrandies and Pangula Mannamurna.

"The Reconciliation Action Plan is the culmination of more than five years of learning and relationship building between Council and our First Nations communities. It acknowledges our progress, clarifies our vision for reconciliation and provides a clear, accountable framework for positive change," Mayor Martin said.

Boandik Elders Aunty Penny Bonney, Aunty Val Brennan and Uncle Mikey Hartman have played a pivotal role in the establishment of the plan having been involved with the focus group since 2015.

"I am really happy to see the plan get to this point after many years of learning together, it's wonderful that we can put the past behind us and move forward towards reconciliation," Aunty Val said.

The plan is titled 'Yerkalalpata' meaning 'leading the way' in the reclaimed Boandik language called 'Bunganditj'. The use of Bunganditj language is made possible with the approval of local Elders and the Bunganditj Language Reclamation Committee.

"I am very proud to have been part of this wonderful journey in bringing our Reconciliation Action Plan to life. Berrin (Mount Gambier) is certainly yerkalalpata (leading the way)," Aunty Penny said.

The City of Mount Gambier worked closely with Reconciliation Australia to ensure the plan meets the standards set out in their National Reconciliation Action Plan Framework and is the first council in the Limestone Coast to adopt a Reconciliation Action Plan endorsed by Reconciliation Australia.

"The plan ensures that we continue to acknowledge, respect and celebrate the important contribution of our Aboriginal and Torres Strait Islander peoples and I invite the community to read, reflect and support the initiatives as we work together to further Mount Gambier as an inclusive city," Mayor Martin said.

The final document will incorporate artwork that represents the shared journey towards reconciliation by local Boandik artist Belinda Bonney.

Due to COVID-19 the RAP was launched online. The launch video and plan can be viewed on Council's website at www.mountgambier.sa.gov.au/reconciliation

Left: CEO Andrew Meddle, Boandik Elder Aunty Val Brennan and Mayor Lynette Martin with 'Yerkalalpata' - the first City of Mount Gambier Reconciliation Action Plan.

Dog and Cat Management Plan 2018 - 2023

Council is required by law to implement the provisions of the Dog and Cat Management Act. Council's Dog and Cat Management Plan 2018 - 2023 was adopted in August 2017.

Council's Dog and Cat Management Plan outlines areas where residents can let their dogs off the leash for healthy exercise.

These 'off leash' areas are:

- Hastings Cunningham Reserve,
- Corriedale Park,
- Don McDonnell Reserve,
- Blue Lake Sports Park,
- Northumberland Avenue, and
- Frew Park.

In all other public areas/places in the city, dogs must be kept on a leash.

Council encourages all dog owners to act responsibly and ensure their pet is not allowed to wander at large or cause a nuisance to neighbours.

Dogs typically get scared during storms and fireworks and dog owners should make arrangements to secure their pets when storms and/or fireworks are predicted or publicised.

General Inspector Statistics

| | |
|--|-----------|
| Dog expiations | 362 |
| Dog complaints | 333 |
| Dog impoundments | 64 |
| Dog attack reports | 5 |
| Parking offences | 179 |
| Long grass notices | 138 |
| Fire permits | 114 |
| Cattle impoundments (sheep and cows) | 0 |
| Vehicle impoundments | 1 |
| Dog registrations | 5,054 |
| Payment to SEAWL (provision of pound services) | \$45,000 |
| Dog registration fees | \$152,705 |

64 DOG IMPOUNDMENTS 

 **179** PARKING OFFENCES



Community and Recreation Hub

Work has continued on the Community and Recreation Hub throughout 2019/2020 as Council continues to progress the largest infrastructure project it has ever undertaken.

Tenancy matters

The site for the Community and Recreation Hub at Olympic Park, between Margaret Street and O'Halloran Terrace, required the unavoidable displacement of a number of tenants occupying Council owned assets. As the project progressed Council developed a clearer understanding of the impact and identified transitional solutions for affected tenants and users.

At its meeting on 17 September 2019 Elected Members decided to progress with a complex engagement strategy to work towards transitional solutions for groups who may be impacted by a reconfiguration of tenancies.

"Once it became apparent that these groups would be required to relocate Council began discussions with those affected to enable sufficient time for alternative arrangements to be made." City of Mount Gambier General Manager Community Wellbeing Barbara Cernovskis said.

As a result, Council assisted Girl Guides to relocate to a suitable facility at Hastings Cunningham Reserve, Mount Gambier Netball Association courts have undergone reconfiguration and the Open Door Baptist Church are now co-located with the Senior Citizens Club at the Council owned facility at 42 James Street.



CEO Andrew Meddle and Mayor Lynette Martin OAM present the detailed design for the Community and Recreation Hub.

Detailed design completion

Following months of behind the scenes work, the detailed design of the Mount Gambier Community and Recreation Hub was completed in December 2019. The completion of the plans enabled Council and project architects DesignInc to release tender documentation to shortlisted construction companies as part of the select tender process following the expression of interest advertised on the open market.

"It is really exciting that we have now progressed to the procurement stage of the project after more than 18 months of tireless work by all involved." Mayor Lynette Martin said.

City of Mount Gambier staff and Elected Members worked closely with the project architects, with input from the Community Reference Group, to refine the intermediate design presented to the community in late 2018.

Refinements to the design have been minimal and are focused on meeting compliance for a range of sporting codes and the National Construction Code following recent changes. Whole of life factors were also considered as part of the refinements to ensure the best value can be sought through both the construction and operation phases of the facility.

"The plans have been refined to ensure the new facility is compliant with current standards and best practice in the construction industry with these changes mainly focused on recently introduced building fire safety regulations," City of Mount Gambier CEO Andrew Meddle said.

The facility has been designed to increase the city's ability to host major state and national sporting competitions, conferences, events and performances and is expected to provide significant social and economic benefits to Mount Gambier.

"Council has also considered the varying sporting codes that will be accommodated and has made minor amendments to the intermediate design to ensure that the facility is future proofed and there is the capacity and flexibility to enable more people to play more sports more often," Mr Meddle said.

Community and Recreation Hub

As the project has progressed from intermediate to detailed design, other refinements include the introduction of an additional commercial kitchen space, enhanced water play area, additional storage, hydronic flooring, provisions for solar power and increased electrical capabilities.

"The input we've had so far towards the project from various stakeholders has been most valuable and our focus remains on delivering a multi-purpose facility for the whole community to enjoy," Mayor Martin said.

The core elements of the facility as presented in the intermediate design have been retained in the detailed design.

Following the completion of the detailed design and specifications for the project, the cost of the project will be determined through the competitive tender process.

"As with any project that is construction based, it is the open market that dictates how much the project will cost to build," Mr Meddle said.

This is not dissimilar to building a house where initial plans are drawn up and then it is not until you obtain a formal quote from a builder and finalise all your selections that you get a true indication of the real cost of the build. The Community and Recreation Hub is no exception to this concept, but on a much larger scale."

"The Council also has a responsibility to the community to ensure the tender process is not compromised and that we achieve the best value from the market."

The select tender process was expected to be completed by the end of February 2020. However COVID-19 significantly delayed the process with the contract set to be executed in August 2020.

Work on the project continued behind the scenes during the comprehensive procurement process with the contract for project management services finalised and investigation of operating models underway.

"In addition to the procurement process, Council continues to investigate various operating models that will best serve the needs of the community and will determine the necessary resources required for the facility to function," Mr Meddle said.

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Aquatic Centre closure

In order to undertake preliminary site works, the Mount Gambier Aquatic Centre closed its doors for the final time on Friday 6 March 2020 after 34 years of operation.

An event was held on site to commemorate the occasion with past and present staff and manager Peter Collins in attendance.

"Peter Collins has managed the Mount Gambier Aquatic Centre since 2002 and I wish to acknowledge and thank him for enabling the provision of this community facility for all to enjoy," Mayor Martin said.

"The pool has been in operation in its current form since 1986 and we acknowledge the closure as the next step towards a new facility that will continue to benefit the community of Mount Gambier for many decades to come."

Aquatic Centre Manager Peter Collins (left) with past and present Aquatic Centre staff.



Key project milestones to date

21 March 2018

Initial community forum held at the Sir Robert Helpmann Theatre.

24 April 2018

Council accepted a petition signed by more than 10,000 community members in support of an indoor sport and recreation facility.

26 April 2018

EOI submitted for Federal Government funding.

17 July 2018

Appointment of Community Reference Group.

15 October 2018

Member for Barker Tony Pasin MP announced \$15 million has been earmarked for the project (progression to stage 2 of EOI).

18 October 2018

Intermediate designs and preliminary costings received.

November/December 2018 Community information sessions and intensive engagement to educate the community to make an informed decision prior to the elector survey.

14 December 2019

Submission of business case submitted to State Government for funding.

21 December 2018

Elector survey submissions closed.

6 January 2019

Survey results announced. 71.6% voted in favour of the project.

18 January 2019

Confirmation of \$10 million funding from the State Government.

22 January 2019

DC Grant announced funding support of \$350,000.

23 January 2019

Full business case for Federal funding endorsed by Council.

25 January 2019

Full business case submitted to Federal Government.

22 March 2019

\$15 million Federal Government funding confirmed.

29 April 2019

Sod turning ceremony at the site.

May 2019

Facility naming consultation commenced.

22 August 2019

EOI for head contractor opened.

December 2019

Detailed design finalised.
Select tender for head contractor opened.

January to March 2020

Relocation of affected tenants.
Tender assessment commenced.

March 2020

Aquatic Centre closed.

Still to come:

- Execution of building contract (head contractor)
- Naming of facility,
- Construction,
- Facility opening.



DesignInc CO-OP

City of Mount Gambier Community Profile

Community Profile

Demographic change across Australia is recorded by the Australian Bureau of Statistics (ABS) in the Census collections every five years.

Population experts analyse and convert these raw figures into stories of place to inform Council staff, community groups, investors, business, students and the general public.

The City of Mount Gambier Community Profile provides demographic analysis for the City and its suburbs based on results from the Census of Population and Housing. The profile is updated with population estimates when the ABS releases new figures such as the annual Estimated Resident Population (ERP).

Suburb boundaries and Census questions change over time, but the data is managed to ensure that there is an accurate time series provided for the current geographic boundaries.

Available data for the City of Mount Gambier includes population, age structure, ethnicity, ancestry, religion, income, qualifications, occupations, employment, unemployment, disability, disadvantage, volunteering, childcare, family structure, household structure, housing tenure, mortgage and rental payments and the size and type of the dwellings people live in.

The Community Profile presents this information in maps, tables and charts with concise factual commentary to answer three important questions:

- What are the characteristics of the people who live here?
- How are they changing?
- How do they compare to other areas?

This information provides the basis for making evidence-based decisions about how to provide services for the community as it changes.

The quality of the information can be assured as it is derived from ABS data, analysed and presented by population experts.

Economic Profile

The City of Mount Gambier Economic Profile provides economic analysis for the City by combining 11 different datasets to build a cohesive story of a local economy, how it is changing and how it compares to other areas.

It is a public resource designed to be used by Council staff, community groups, investors, business people, students and the general public.

The quality of the information can be assured as it is derived from official sources and the most robust economic modelling, analysed and presented by experts and funded by the City of Mount Gambier. Each data source is maintained with the latest series so you can be sure you are using the most up-to-date information.

Results for the City of Mount Gambier include Gross Regional Product (GRP), local jobs, local businesses, employment, unemployment, population, building approvals, industry structure, journey to work and much more.



Council encourages the use of this extensive online resource which is available at www.profile.id.com.au/mount-gambier

Environment



Clean Up Australia Day

Clean Up Australia Day 2020 consisted of clean ups held across two days - Schools Clean Up Day on Friday 28 February 2020 and the Community Clean Up Australia Day on Sunday 1 March 2020.

More than 1,000 students took part in Schools Clean Up Day by cleaning up their respective school grounds and surrounding areas.

"Participation in this national event helps to educate children to recycle and reduce the amount of rubbish going into landfill," City of Mount Gambier Environmental Sustainability Officer Aaron Izzard said.

The Community Clean Up Australia Day event involved more than 30 volunteers, mainly focused on the Cave Garden area and Vansittart Park.

"Volunteers collected a substantial amount of rubbish, consisting mostly of drink cans and bottles and takeaway food packaging," Mr Izzard said.

The community event was supported by the Gambier City Lions Club who provided a barbecue lunch for all volunteers.



Bethany, Matthew & Tom with some of the rubbish cleaned up on Clean Up Australia Day 2020.

56 ▲

Environmental Sustainability Highlights

Gambusia eradication – Railway Lands catchment area

In April 2017 Natural Resources South East (NRSE) and City of Mount Gambier translocated 200 Southern Pygmy Perch (*Nannoperca australis*) from Pick Swamp at Piccaninnie Ponds Conservation Park to the large water catchment area at the Railway Lands.

The project aimed to take a sterile pond and make it function as a native ecological system. Council staff constructed special cages that attach to the sides of the pond to hold native aquatic vegetation which the fish need for habitat. Once the habitat was in place, the Southern Pygmy Perch were caught at Pick Swamp and released in the Railway Lands pond.

In October 2018 an invasive pest fish species called Gambusia was discovered in the ponds. As a result, Council partnered with Natural Resources South East and the University of Tasmania in November 2019 in order to eradicate the Gambusia to ensure the pygmy perch can thrive in the water bodies.

"Pygmy Perch is a protected species of fish and unfortunately the Gambusia threaten the survival of the Pygmy Perch in the ponds through competition and harassment," Environmental Sustainability Officer Aaron Izzard said.

"Gambusia breed in huge numbers - one million fish can result from a single pregnant female and her offspring over one breeding season so it's important we work quickly to eradicate the pest species before the breeding season commences."

The water catchment area was drained in order to rescue the remaining Pygmy Perch and eradicate the pest species.

In light of the invasion, Council and Natural Resources South East are encouraging the community to be mindful of the species and help prevent the spread of Gambusia.

"We don't know how the Gambusia got into the Railway Lands catchment area however we ask the community to help minimise the spread by cleaning and drying all fishing and boating gear before leaving your fishing spot as they can

survive in a handful of water for up to a week," Mr Izzard said.

The community is advised not to move Gambusia, native fish, mud, water or aquatic plants from one area to another and learn to identify Gambusia and report any possible sightings to Natural Resources South East.

"The invasion of Gambusia is a perfect example of why people shouldn't move aquatic creatures or plants from one place to another," Mr Izzard said.

Approximately 50 of the pigmy perch were saved and relocated back to the catchment area following the eradication of the Gambusia.



Environmental Sustainability Officer Aaron Izzard assisting with the Gambusia eradication at the Railway Lands catchment area.



A polystyrene machine has been installed at the Waste Transfer Station which melts the product to be recycled into material for new products.

Environmental events

During 2019/2020 Council again participated in many environmental events including Earth Hour. Lights were switched off at the Main Corner, City Hall, Library, Vansittart Park, Lady Nelson Brig, Railway Lands and Centenary Tower between 8:30pm and 9:30pm on Saturday 28 March 2020.

Waste and recycling activities

City of Mount Gambier continued to provide many activities during 2019/2020 designed to educate and assist the community to reduce waste and do the right thing for the environment. These included:

- Provision of a kitchen caddy to every organics bin subscriber and a roll of compostable bags to all new and repeat organics bin subscribers to increase the rate of food waste being diverted from landfill,
- Numerous tours of Council's waste sites - Caroline Landfill, Waste Transfer Station and the ReUse Market for school and community groups,
- Waste and recycling talks at schools and for community groups with interactive activities,
- Cleaning out of Gross Pollutant Traps (GPT) with school groups present to highlight the litter that is caught by the traps,
- Waste audits and bin tagging of household bins in order to provide feedback to the community about what they are doing well and where they can improve,
- Installation of a polystyrene recycling machine at the Waste Transfer Station. This enables residents to drop expanded polystyrene off for free to be recycled, instead of going to landfill, and
- Continued partnership with Compost Revolution to provide half price home composting gear for residents.

Waste Snapshot



Contractors waste
18,859 tonnes

Total to Landfill
26,211 tonnes

What is in
Mount Gambier's
rubbish bins?

Remember: you can put food
scraps in your green organics bin.

Mount Gambier ReUse Market

The Mount Gambier ReUse Market is proud to have built a number of partnerships within the community, including volunteers and students from the Independent Learning Centre, who play an active role assisting the operation of the market by sorting, recovering, upcycling, cleaning and presenting items for sale.

The market also assists to deliver waste education to community groups and schools through regular site tours, where participants see the process of recovery, recycle and reuse and mentoring Council's 'sort and save' initiative.



3,997

SALES TOTTALLING
\$54,313.92

150 TONNES
DIVERTED
FROM
LANDFILL

5,000 
VISITORS (APPROX)



City of Mount Gambier ReUse Market staff Tanis Alexander (left), Mick Satterley, Georgia Hood, Rebecca Mobbs, Brett Kennedy and Sarah Durbidge celebrated the ReUse Market's first birthday in 2019.

Stormwater Management

The City of Mount Gambier budgeted \$107,700 towards storm water management in 2019/2020, primarily to improve storm water infrastructure in order to reduce flooding and increase the quality of water being discharged back into the underground aquifer.

Some of the improvement projects involved the construction of additional settlement pits and drainage bores, while other projects involved the reconstruction and clean out of existing drainage infrastructure to restore the system to full working condition.

Improvement works occurred in 2019/2020 at the following locations:

- Webb Street, and
- Krummel Street.

Local Nuisance and Litter Control Act

Under the Local Nuisance and Litter Control Act 2016 City of Mount Gambier is the relevant authority for local nuisance and litter control within the council boundary.

Allowing or contributing to local nuisance or litter is a crime and has costly penalties. Some common complaints of nuisance are noise, smoke and littering.

Council officers have investigated a number of enquiries and customer requests in relation to matters which can be addressed by the Local Nuisance and Litter Control Act however at 30 June 2020 Council had not made any prosecutions under this Act.

Limestone Coast Bushfire Management Plan

The Fire and Emergency Services Act 2005 requires each of the nine South Australian Bushfire Management Committees to prepare and maintain a Bushfire Management Area Plan. Each Bushfire Management Committee will adopt a Bushfire Management Area Plan that will:

- Identify existing or potential risks to valuables from bushfire within the bushfire management area,
- Outline coordinated and cooperative bushfire prevention and mitigation strategies to achieve appropriate hazard reduction associated with bushfire management within its area,
- Identify asset or land custodians responsible for the implementation of the bushfire risk mitigation treatments, and
- Use or establish principles and standards to guide or measure the success of the bushfire management strategies and initiatives.

The Limestone Coast Bushfire Management Area Plan is available to view on the CFS website - www.cfs.sa.gov.au

Infrastructure



Street Trees

Street trees are a fundamental component of an urban environment and in general are greatly appreciated by the community.

The benefits they provide include environmental, social, health and wellbeing, economic and visual amenity. Trees also assist in maintaining and enhancing biodiversity in an urban environment by providing habitat to bird life as well as improving air quality.

The following table provides a list of the street tree plantings that were undertaken in 2019/2020:



| Common name | Botanical name | Street name | Trees retained | Proposed removals | Proposed plantings | Net gain |
|---------------------------|--|------------------|----------------|-------------------|--------------------|------------|
| Australian Willow | <i>Geijera parviflora</i> | Attamurra Road | 0 | 0 | 30 | 30 |
| Blackwood | <i>Acacia melanoxylon</i> | Attamurra Road | 0 | 0 | 40 | 40 |
| Box Elder | <i>Acer negundo sensation</i> | Greenridge Drive | 0 | 0 | 22 | 22 |
| Gawler Hybrid Bottlebrush | <i>Callistemon viminalis 'Harkness'</i> | Edward Street | 0 | 8 | 21 | 13 |
| Gawler Hybrid Bottlebrush | <i>Callistemon viminalis 'Harkness'</i> | Felicia Street | 1 | 0 | 22 | 22 |
| Designer Cherry | <i>Prunus fruticosa 'Globasa'</i> | Heriot Street | 0 | 1 | 21 | 20 |
| Dwarf Yellow Gum | <i>Eucalyptus leucoxylon subsp. 'Euky Dwarf'</i> | Creek Street | 0 | 0 | 44 | 44 |
| Little Leaf Linden | <i>Tilia cordata 'Greenspire'</i> | Magnolia Court | 0 | 0 | 23 | 23 |
| Purple Leaf Cherry Plum | <i>Prunus cerasifera 'nigra'</i> | Cockburn Street | 5 | 6 | 40 | 34 |
| Purple Leaf Cherry Plum | <i>Prunus cerasifera 'nigra'</i> | Victor Street | 0 | 19 | 37 | 18 |
| TOTAL | | | 6 | 34 | 300 | 266 |

Building Fire Safety Committee

The Building Fire Safety Committee (BFSC) operates pursuant to the provisions of the Development Act 1993.

Its primary function is to:

- Achieve a reasonable standard of fire safety for the occupiers of a building,
- Ensure minimal spread of fire and smoke, and
- Ensure an acceptable firefighting environment.

The BFSC is made up of one Elected Member, Cr Paul Jenner, who is the chairperson, a member of the Metropolitan Fire Service and Level 1 accredited Building Surveyor. City of Mount Gambier Senior Building Officer Paul Gibbs provides information and advice on building related issues to the Building Fire Safety Committee that cannot be dealt with using delegated authority.

In 2019/2020 there have been no BFSC meetings held as long-standing issues have been addressed in the previous financial year.

A focused program of compliance for buildings over 500m² has been ongoing since 2018. The level of return for Essential Safety Provisions documentation has increased considerably which indicates a raised awareness of owners and operators on building fire safety matters.

Several development applications for larger buildings have been addressed under staff delegation for Building Fire Safety upgrades. These applications are assessed against the National Construction Code, bringing these buildings into alignment with current standards.

Boundary Roads

The City of Mount Gambier and the District Council of Grant share responsibility for the upkeep and management of the roads that form the boundary between the two councils.

In 2019/2020 each council contributed \$30,000 to the boundary roads program to allow for maintenance works to the road network.

The Bishop Road/Kennedy Avenue staggered T-junction was completed in conjunction with District Council of Grant as part of the 2019/2020 boundary roads program. Read more on page 65.

Infrastructure Works

The City of Mount Gambier is committed to maintaining its road network to a high standard. Approximately \$3.1 million was spent on road infrastructure upgrades in 2019/2020.

Projects included:

- Road resealing works,
- Road patching works,
- Reconstruction of sections of Alexander Street,
- Reconstruction of sections of Commercial Street East,
- Reconstruction of sections of Commercial Street West,
- Reconstruction of sections of Crouch Street North,
- Reconstruction of Kain Street,
- Reconstruction of sections of Kurrajong Street,
- Reconstruction of Lake Terrace East,
- Reconstruction of Wireless Road West, and
- New kerb and channel on Kennedy Avenue.

Crime Prevention Strategies

Council supports crime prevention and anti-social mitigation measures including:

Mount Gambier Licensing Accord

A regular forum coordinated and managed by Council involving the Liquor and Gaming Commissioner, SAPOL, hotel and club licensees and other key stakeholders.

Dry Areas

Council maintains five State Government approved dry areas within the City of Mount Gambier.

The proclaimed dry areas are:

- Mount Gambier city centre (Area 1),
- Vansittart Park Garden (Area 2)
- Vansittart Park Oval (Area 3),
- Dimjalla Park (Area 4), and
- AF Sutton Memorial Park (Area 5).

CCTV Surveillance Cameras

There are more than 30 surveillance cameras at various locations within the Mount Gambier city centre.

CCTV is a useful tool to decrease anti-social behaviour and increase public safety. Council will continue to work with SAPOL to determine areas that require the presence of increased surveillance and will continue to expand on the number of cameras installed to improve public safety.

The cameras are monitored by Mount Gambier Police and this has proven to be an effective initiative.

Footpath Construction

Council invested \$338,000 in the construction of an additional 2.3 kilometres of concrete paths throughout the city, in addition to the maintenance of paved areas.

These projects form part of Council's 10 year rolling footpath program which is designed to take into account the following:

- Urban growth,
- Change in land use,
- Requests from ratepayers, and
- Deterioration of the existing path network.

The projects that were included in the 2019/2020 program were:

- Crouch Street South - Lansell Street to Griffiths Street (east side),
- Ibis Street - Lorikeet Street to Jay Street (west side),
- Jay Street - Ibis Street to Swallow Drive (south side),
- Kain Street - McGregor Street to Suttontown Road (south side),
- Lake Terrace East - Crouch Street to Finch Street (north side),
- Pinehall Avenue - Wehl Street to Vivienne Avenue (south side),
- Wehl Street North - Woodlands Drive to Pinehall Avenue (east side), and
- Tumut Drive - Genoa Street to North Terrace (west side).

In addition to the concrete paths Council also installed numerous new ramp openings as part of the footpath program to improve the safety of road crossing by the disabled, elderly and those with prams and spent approximately \$83,000 on resurfacing existing footpaths.

Bishop Road / Kennedy Avenue staggered intersection

The intersection of Bishop Road and Kennedy Avenue in Mount Gambier was reconfigured into a staggered T intersection in April 2020.

The changes were made to improve safety following accidents and near misses due to increased traffic in the area.

The western approach to Bishop Road was staggered approximately 15 metres to the north of Kennedy Avenue to increase visibility and the distance between a sharp crest. Trees were also removed to improve the visibility of oncoming traffic.

“With Bishop Road West having been bituminised, the intersection in its previous form was a four-way intersection with reduced sight visibility on a number of approaches,” City of Mount Gambier General Manager City Infrastructure Nick Serle said.

A road safety audit was undertaken by an accredited senior road safety auditor which determined the best option to improve the safety of the intersection.

Increased traffic volumes through the intersection as a result of surrounding

residential growth and commercial development at the Marketplace shopping centre was deemed likely to increase the potential for further accidents.

“During the construction works, the team working on the reconfiguration noted more than one instance where vehicles failed to give way at the intersection and drove straight through,” Mr Serle said.

“This highlighted to the team firsthand the dangers of the intersection and just how much the new configuration will improve the safety for road users.”

With Bishop Road forming the north eastern boundary between City of Mount Gambier and District Council of Grant the \$120,000 project was jointly funded by the two council's 2019/2020 works budgets.

“In the absence of Black Spot funding, our councils collaborated to jointly fund this high priority community safety initiative. The end result is a great outcome for our communities and for the improved safety of all road users,” District Council of Grant Works Manager Adrian Schutz said.

Right: City of Mount Gambier Construction and Maintenance workers Corey Radford (left) and Glenn Lewis were part of the team who completed the staggered intersection project.



Building Division

Throughout 2019/2020 Council's building division continued to support local builders and professionals to deliver a core range of services including:

- Building rules certification of proposed development,
- Onsite audit-based inspection of construction activities,
- Approval for occupation of commercial premises,

- Maintenance of Asbestos and Essential Safety Provisions registers, and
- Administration to Council's Building Fire Safety Committee.

These duties are carried out under a series of regulations and statutory instruments adopted under the Development Act 1993 and the National Construction Code.

Council's building division records statistics regarding activities within the local construction industry which are as follows:

| | 2019/2020 | 2018/2019 | 2017/2018 | 2016/2017 | 2015/2016 |
|---|---------------------|---------------------|---------------------|---------------------|---------------------|
| Dwellings | 72 | 62 | 102 | 87 | 85 |
| Dwelling additions | 22 | 21 | 24 | 24 | 18 |
| Outbuildings | 148 | 145 | 160 | 155 | 172 |
| Commercial | 28 | 57 | 32 | 22 | 22 |
| Industrial | 8 | 11 | 4 | 21 | 13 |
| Signage | 5 | 3 | 15 | 9 | 9 |
| Wastewater | 0 | 2 | 2 | 2 | 2 |
| Other | 80 | 43 | 52 | 78 | 61 |
| Total number of development applications | 363 | 344 | 391 | 398 | 382 |
| Estimated total development expenditure | \$70,013,622 | \$34,190,596 | \$47,052,940 | \$39,254,506 | \$32,562,828 |

Council Assessment Panel

The Planning, Development and Infrastructure Act 2016 requires all councils in South Australia to establish a Council Assessment Panel (CAP) to make decisions in respect to the assessment of development applications.

In the assessment process the CAP has regard to Council's Development Plan and any advice from a referral body to determine the merits of each application.

Development applications that are referred to the CAP are usually those applications that are at serious variance to the Development Plan, are considered to be contentious and/or have received representations objecting to the development as part of the community notification process.

The CAP can also provide advice and reports to Council regarding trends, issues and other matters relating to planning and development.

This advice can emerge as a result of performing its development assessment function and in performing other duties as assigned by the Council.

The Planning, Development and Infrastructure Act requires that the membership of the CAP must be no more than five members, only one of which may be an Elected Member. All members of the CAP are appointed by Council and must have experience and/or qualifications in town planning or a similar field of expertise.

Members of the CAP:

- Mr Ian Von Stanke (Presiding Member),
- Mr Peter Seebohm,
- Mr Mark Teakle,
- Cr Paul Jenner.

During this time there remained one vacancy on the CAP.

Every two years Council seeks nominations for people to form a new CAP. A review of the Council Assessment Panel is due in 2021 or with the transition to the Planning Development and Infrastructure Act 2016.

For the 2019/2020 financial year the CAP considered 78 development applications.

The CAP holds meetings on the third Thursday of each month commencing at 5:45pm.

In January 2020 the agreed sitting fees were increased by Council to:

Ordinary meetings:

- Presiding Member
\$350 excluding GST,
- Other independent members
\$300 excluding GST,
- Council Member appointees
\$300 excluding GST.

Special meetings:

- Presiding Member
\$60 excluding GST,
- Other independent members
\$50 excluding GST,
- Elected Member appointees
\$50 excluding GST.

Where the meeting does not require the attendance of members in person and can be undertaken by phone due to a small agenda, the minor nature of items for discussion and lack of need for site inspections, the sitting fees are as follows:

- Presiding Member
\$60 excluding GST,
- Other independent members
\$50 excluding GST,
- Council Member appointees
\$50 excluding GST.

Mount Gambier Pump Track

Construction of the highly anticipated Mount Gambier Pump Track was completed at Hastings Cunningham Reserve in December 2019.

A pump track is a circuit typically about a quarter of the size of a BMX track, designed to be ridden without pedalling. Riders gain momentum by 'pumping' - using up and down body movements on the terrain transitions of the track - instead of pushing or pedalling as would occur on a traditional BMX or cycling track.

International pump track experts Velosolutions and experienced Australian trail builders supervised the construction of the track and developed the raw shape including the fill, gravel and asphalt paving.

"It has been a real team effort by everyone involved to have the track finished in a short timeframe and the crew have worked hard in all sorts of weather conditions," City of Mount Gambier General Manager City Infrastructure Nick Serle said.

Council endorsed the project following lobbying from the community for a facility of this type.

"Council has received numerous requests for this as part of consultation for the Youth Engagement Strategy and the State Government 'Fund My Neighbourhood' program," Mayor Lynette Martin said.



"We also thank and congratulate the leadership shown by the locals who have helped get this concept off the ground, particularly the Mountain Bike Club," Mayor Martin said.

The project included the right to host at least two Red Bull Pump Track World Championship qualifying meetings locally, with Mount Gambier now home to the first Velosolutions Red Bull Pump Track in Australia.

The new track is expected to provide wide-ranging benefits not just through community use but also through tourism and economic benefits for the city.

"Our city has an ideal opportunity to build on its strengths as a cycling destination which will provide economic benefit, particularly as this site is set to host not one but two events on an international stage. It's very exciting," Mayor Martin said.

The first of the Red Bull Pump Track World Championship qualifying meetings took place at the Hastings Cunningham Reserve site on Saturday 14 and Sunday 15 December 2019.

Top left: Mount Gambier Mountain Bike Club president Andrew Jones (left), club member Nick Brooks with Mayor Lynette Martin and Councillors Ben Hood, Sonya Meziniec and Frank Morello celebrate the Pump Track development commencement.

Bottom left: Mayor Martin officially opened the Pump Track and Red Bull World Cup qualifying event in December 2019.

Below: City of Mount Gambier Construction and Maintenance Coordinator Chris Habets and Parks and Gardens Coordinator Hayden Cook and Construction and Maintenance worker Darren Kain after putting the final landscaping touches on the Mount Gambier Pump Track in December 2019.



Changing Places facility constructed

The construction of a Changing Places disability toilet and change facility in Mount Gambier was completed in July 2019 as part of a \$1.7 million State Government program aimed at increasing access for people living with disability.

Changing Places are best-practice toilets that include customised features that give people with disability a dignified and purpose-built facility to use when they are out.

The Changing Places facility, located in the James Street toilet block, includes a range of features not available in standard accessible toilets, including a height adjustable adult sized change table, a tracking hoist system, non-slip flooring and space to accommodate a person using a wheelchair and up to two carers.

“City of Mount Gambier is pleased to be able to now offer a facility that delivers greater independence for our community members and visitors with a disability and peace of mind and safety for family members and carers,” City of Mount Gambier General Manager Community Wellbeing Barbara Cernovskis said.

Below: Mayor Lynette Martin, Manager Engineering Design and Contracts Daryl Morgan and General Manager Community Wellbeing Barbara Cernovskis at the Changing Places facility, opened in July 2019.



The facility is secured by a universal Master Locksmiths Access Key (MLAK) system for members of the community who meet the criteria for access.

“The integration of the MLAK key system will ensure that the integrity and cleanliness of the space is maintained, and vandalism is avoided,” City of Mount Gambier Manager Engineering Design and Contracts Daryl Morgan said.

The construction of the facility was made possible through a State Government grant to the value of \$100,000.

Below: Steplen Constructions built the facility located adjacent to the James Street toilet block.



Local Heritage Restoration Fund

The Local Heritage Restoration Fund was established by the City of Mount Gambier to assist owners of local heritage listed properties to undertake conservation work such as painting, repairs, extensions and re-roofing.

In 2019/2020 Council allocated \$20,000 for the Local Heritage Restoration Fund to 16 owners of local heritage listed properties within the city.

This is the 17th year that Council has offered grants as part of the Local Heritage Restoration Fund. Applicants demonstrated potential conservation of their local heritage property and were offered funds through the grant program.

Council is committed to protecting Mount Gambier's heritage and assisting heritage property owners to maintain their buildings.

It is important that local heritage buildings are preserved and by Council providing assistance this will ensure the character of these buildings is maintained for years to come.

Below: This property at 36 Margaret Street received funding under the Local Heritage Restoration Fund in 2019/2020 to enable repair and replacement of gutters.



70 ▲

Carinya Gardens Chapel and Cemetery

The gardens, chapel and surrounds of Carinya Gardens continue to provide a peaceful ambience for bereavement services.

Great pride is taken in the quality of services offered to the community at Carinya Gardens, particularly to families in a time of need.

There were 518 services conducted at the cemetery during the 2019/2020 year, compared with 481 in the previous year.

The cemetery undertook 111 burials compared with 95 the previous year, and a total of 407 cremations were performed compared to 386 in 2018/2019.

Throughout 2020 the team at Carinya have worked closely with funeral service providers to enable funerals to go ahead while adhering to COVID-19 restrictions and protocols.

Below: As COVID-19 restrictions came into effect, the chapel at Carinya was rearranged to allow for social distancing and reduced capacities at funerals.

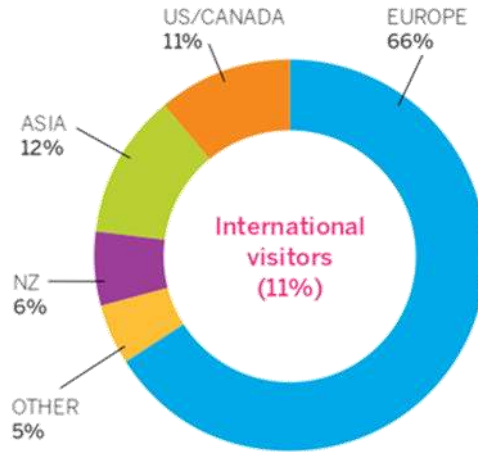
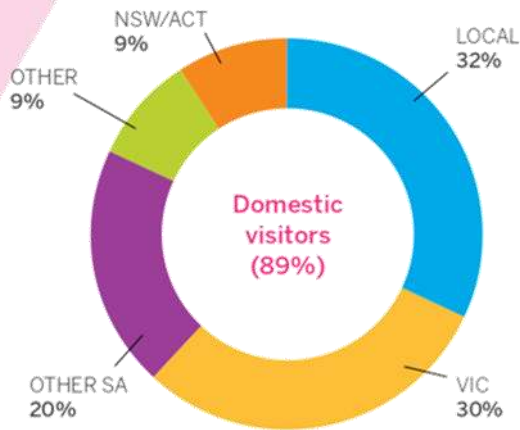


Tourism



Tourism and Visitor Services Snapshot

Visitation to Mount Gambier



@MOUNTGAMBIER VISITORCENTRE **122 POSTS** **163,351 ORGANIC REACH**

46,638 VISITORS THROUGH THE DOOR

1,601 VISITORS SERVICED AT POP-UPS

@DISCOVERMOUNTGAMBIER **998,663 ORGANIC REACH SINCE 1 JULY 2018**

@DISCOVER_MOUNT_GAMBIER #DISCOVERMOUNTGAMBIER **4,767 HASHTAG USES**

DISCOVERMOUNTGAMBIER.COM.AU **74,430 TOTAL SITE VIEWS**

OUR KEY CAMPAIGN
 Australian Traveller Magazine
 • *Print editorial and online displays*

SATC FEATURED CAMPAIGNS
 • Singapore Consumer Campaign
 • SATC Domestic Winter/Spring 2020 Campaign (interstate and intrastate)

OTHER PROMOTION
 • Escape Magazine
 • Great Nature, Japanese Documentary Program
 • Adelady
 • Gardening Australia
 • Channel 9 News

Visitor Services Engagement and Distribution Initiative

Advocacy expands beyond the city limits in Mount Gambier, with the implementation of the City of Mount Gambier's new visitor services engagement and distribution initiative.

As part of the new initiative, Council activated engagement with relevant destinations and their visitor services channels within South Australia and into Victoria. This initiative has been designed to develop and maintain a strong and effective network of advocates for Mount Gambier through a wider visitor centre network including Adelaide and Melbourne as key gateways.

The online and face-to-face conversations are important in the delivery of regional information, new initiatives and product updates. From there, they can better inform their visitors and advocate on behalf of Mount Gambier.

This has shown to be a beneficial initiative in building the relationships with visitor centres within South Australia and Western Victoria. A presence within these centres can influence a traveller's route and length of stay to benefit our region. Engaging with visitor servicing staff from influential regions has allowed us to expand their knowledge of our region and the products and experiences available. From discussions with visitors to our region, the visitor services team has noticed an increase in visitors obtaining the new Mount Gambier brochure and learning more about the city from engaged regions.

To ensure the Mount Gambier brand is recognised and becomes a 'must visit' destination, the initiative ensures Mount Gambier collateral is used effectively and distributed across key interstate and intrastate destinations.



The mobile visitor servicing unit at the Blue Lake.



The mobile visitor servicing unit on location at the Coonalpyn silo mural.

Pop-up Visitor Servicing around the City

Visitor information is now being taken 'to the people' at key attractions around the city with Mount Gambier Visitor Centre's 'pop-up' visitor servicing program.

The visitor services team adopted a new mobile visitor servicing unit brightly wrapped in eye-catching images of the region, setting up as a 'pop-up visitor service' with signage, chairs, tables and most importantly providing the latest information, with iPads, print collateral and verbal conversation. The team pop-up at tourist hotspots in Mount Gambier including the Blue Lake, Valley Lake, Mount Gambier Farmers Market and other events. This takes information to visitors in a relaxing and inviting way, encouraging them to stay longer, spend more and become advocates for Mount Gambier.

With over 5,000 visitors serviced by the pop-up service to date, the centre has seen an increase in reach and awareness regarding what our region has to experience. This initiative has provided the opportunity to reach visitors that would not otherwise come through the city centre. Visitors have stated that they will stay longer after talking to the pop-up visitor services team. This has demonstrated a clear benefit to the visitor, providing a broader positive impact on our region's visitor economy. The pop-ups provide the flexibility to reach a greater number of visitors within our region.

The pop-up visitor experience will continue to grow and develop to continue to meet the needs of visitors to Mount Gambier.

Guides of Mount Gambier Continues

The City of Mount Gambier facilitated a second round of the Guides of Mount Gambier training program throughout the summer of 2019/2020 following the success of the initial pilot initiative.

In 2018, Council successfully bid for Building Better Regions funding to develop the Guides of Mount Gambier program in collaboration with Tourism Mount Gambier. The program is a unique approach to the development of both new products for the visitor market, but also a pathway for industry development through skills development and the identification of business opportunities which will in turn grow and strengthen the visitor economy. The primary focus of the program has been to grow capability and capacity in the tourism industry that is inclusive of community.

The program was developed into a sustainable initiative and following the success of the first round, Council invested in the continuation of a second round of the program.

In 2019/2020, the City of Mount Gambier's tourism and visitor services teams engaged with industry and individuals who are passionate about Mount Gambier to recruit and train a new group of guides.

The training content aligned with the original framework developed during the pilot program, and included understanding guiding, storytelling, customer profiles and servicing, tour development, as well as infield preparation. The comprehensive and interactive training was delivered by internal professionals, as well as local trainer Di Ind (Di Monty Training Solutions) and expert storyteller and creative thinker John Pastorelli.

As an outcome of the second round of training, there were six official Guides of Mount Gambier graduates. Two members of the visitor services team participated in the Guides of Mount Gambier training, which enabled the opportunity to offer a guide service to visiting bus groups. This service is tailored to meet the customer's needs.

Following continued engagement with the initial 2018/2019 graduates, two new tour products have been developed within the region, Umpherston Possum Tours and Forage on the Coast. Both tours are bookable through AirBnB experiences.

Trainee Guides of Mount Gambier undertake practical tour guide training at Umpherston Sinkhole.



Governance



Community Land

Under the Local Government Act 1999 Council is required to adopt a Community Land Management Plan for any land classified as community land that has been specifically modified or adapted for the benefit or enjoyment of the community or that is, or is to be, occupied under a lease or licence.

Community Land Management Plans are periodically prepared and/or reviewed and re-adopted for new and existing community land parcels.

New community land parcels arise when Council purchases land (that is not excluded prior to acquisition) or receives land from subdivisions (usually in the form of reserves and roads). Roads are specifically excluded from the definition of community land.

When Council prepares a new, or reviews an existing Community Land Management Plan, it undertakes public consultation in accordance with the Local Government Act prior to its adoption.

No Community Land Management Plans were adopted by Council during the 2019/2020 financial year.

Community Land Management Plans are available for inspection at the Council office.

Internal Review of Council Actions

Council has adopted a formal policy and procedure, C290 – Internal Review of Council's Decisions, in accordance with the requirements of Section 270 of the Local Government Act 1999.

The policy and procedure is reviewed during the term of each Council and was last reviewed in March 2017.

The procedure is one aspect of Council's customer-focused approach to service delivery. It provides the opportunity for any person to seek a review of a Council decision, the manner in which Council provides services to the community and to identify areas for improvement.

The Internal Review of Council Decisions procedure applies to all formal requests for review of decisions of Council, its employees or other persons acting on behalf of Council, except in instances where specific procedures are prescribed in the Local Government Act 1999 or other relevant legislation where these alternative review processes will be followed.

Section 270(8) of the Act requires Council to initiate and consider on an annual basis, and to include in the Annual Report, a report that relates to:

- The number of applications received under the provisions of Section 270,
- The kinds of matters to which the applications relate, and
- The outcome of applications.

During the 2019/2020 financial year, one formal application was received in relation to Section 270 of the Act or Council's Internal Review of Council's Decisions Policy.

An application for internal review of a Council decision was received from a property owner in relation to Council's actions and the decisions of two named officers in relation to matters associated with an adjoining property.

The matters between the two neighbours and their respective properties were varied and relatively complex, involving officers from the planning, building, health and general inspectorate areas.

Several matters were ongoing at the time the internal review application was made, and the applicant was subject to restricted access to the Council premises and Council officers arising from earlier inappropriate behaviour directed towards Council officers.

The outcome of the internal review included detailed findings and commentary relating to each of the matters raised and the Council actions associated with each, including the following further actions:

- That Council continue to work with the adjoining property owner and periodically review relevant complaint matters.
- That communications including corporate record keeping in relation to requests for service and complaints be reviewed and that appropriate systems and training be provided to Council officers to ensure that policy expectations are consistently met.
- That the Ombudsman's Unreasonable Complainant Conduct Practice Manual and Model Policy are recommended for adoption and implementation and that the related training be provided to frontline and leadership staff across the organisation.

The review included 10 other findings in relation to matters raised by the applicant, summarised as:

- There was no further action Council could take in relation to certain matters.
- Several matters were between property owners and should be dealt with accordingly, including seeking independent advice in relation to their rights and options.
- No findings were made in relation to unsubstantiated claims about the manner in which the applicant had been treated by specified Council officers.
- Restrictions on the applicant's access to Council premises and direct contact to Council officers be reviewed, and remain in place or be re-imposed if inappropriate behaviour continues.

These findings provide some insight to the challenges often encountered by Council officers in the performance of Council's powers, duties and functions, which whilst considerable, are not so extensive that Council is empowered to satisfy everyone's expectations in relation to all neighbourhood activities and situations.

The further actions arising from the internal review findings were continuing as at 30 June 2020, the final internal review report having only been completed on 29 June 2020.

Separate to the internal review, the Chief Executive Officer has undertaken investigations to try and assist the complainant using powers under the Local Nuisance and Litter Control Act. An internal and external investigation have been commissioned and both reported that no further action was possible under this legislation. The complainant has been advised of this outcome in writing.

Council Policies, Registers & Codes

Council has adopted a wide range of policies, registers and codes to assist in its administrative and decision-making processes.

Council policies, registers and codes are periodically reviewed to ensure they remain up to date with legislative requirements, Council and community expectations and emerging practices in local government.

Current council policies, registers and codes and a range of other documents required by legislation are available at the Council office and at www.mountgambier.sa.gov.au

The following policy index lists all current Council policies as at 30 June 2020.

| City Infrastructure | |
|---------------------------|---|
| B150 | Building - Sewer Connections, Waste Management Control and the Provision of Toilet Facilities |
| C355 | Council Land - Irrigation |
| E135 | Encroachments - Protection of Public during Building/Maintenance Work |
| E500 | Provision of Council Resources to Support the Emergency Services in Emergencies |
| F110 | Inspectorial - Fencing Costs - Contributions by Council |
| F175 | Engineering - Footways and Crossovers |
| F190 | Engineering Footways - Paving in City Centre Zone |
| R270 | Road Pavement – Excavation and Re-instatement of |
| S115 | Fencing and Stormwater Retention Basins |
| T120 | Tree Policy |
| W115 | Waste Management - Reveal of Waste - Caroline Landfill |
| W125 | Waste Management - Refuse Collection |
| Council Business Services | |
| A900 | Asset Management |
| B300 | Budget Framework |
| C200 | Request for Service and Complaint |
| C290 | Internal Review of Council's Decisions |
| C375 | Council Vehicles - Provision and Replacement of |
| F225 | Fraud and Corruption Prevention |
| P155 | Privacy |
| P415 | Prudential Management |
| P420 | Procurement and Disposal of Land and Assets |
| P910 | Provision of Loans or Guarantees to Community Groups |
| R105 | Rates - Rating |
| R130 | Rates - General Matters |
| R155 | Rates - Rate Rebate |
| R180 | Records Management |
| R200 | Community Land (Reserves) Lease/Licence/Rental Arrangements |

| Council Business Services (continued) | |
|---------------------------------------|---|
| R305 | Risk Management Framework |
| S140 | Street Numbering |
| T150 | Treasury Management |
| City Growth | |
| A170 | Advertising and Signage |
| A240 | Assemblies and Events on Streets and other Council Land |
| A515 | Animal Control - Dog |
| A520 | Animal Control |
| C120 | Cemeteries - Carinya Gardens and Lake Terrace Cemetery |
| D140 | Development Act - Delegations |
| D150 | Development Act - Building Inspection |
| D160 | Development Act - Inspection and Copying of Documents |
| E240 | Expiation Notices - Cancellation or Waiver |
| F125 | City Burning |
| F135 | Flammable Undergrowth |
| F500 | Footways and Council Land - Removal of Objects |
| F505 | Footways and Council Land - Sales of Commodities |
| F510 | Footways and Council Land - Fundraising and Promotion |
| L130 | Land Divisions |
| L230 | Licensed Premises |
| O110 | Order Making |
| P135 | Planning - Entertainment Venues |
| S120 | Street Signs - Directional, Tourist and other Scenic Facility Signs |
| S135 | Streets - Naming of |
| Community Wellbeing | |
| A270 | Australia Day Awards |
| C140 | Main Corner Complex - Hire |
| D230 | Donations - Authority to Approve Requests |
| H120 | Historical Matters - Collection of |
| H125 | Historical Matters - Copyright - 'The Les Hill Photographic Collection' |
| P195 | Community Consultation and Engagement |



Council Policies, Registers & Codes

Council and Committees

| | |
|------|--|
| C305 | Caretaker Policy |
| C320 | Council Chamber and Reception Area - Use of |
| C410 | Conduct of Meetings (Code of Practice for Access to Meetings & Documents, Procedures, Informal Gatherings) |
| E115 | Elections - Council Entitlement to Vote |
| F140 | Flag Protocol |
| M130 | Media - Statements on behalf of Council |
| M205 | Members - Mayor - Anniversary Messages |
| M225 | Members - Service Recognition |
| M265 | Members - Complaints Handling Procedure |
| M270 | Members - Mayor Seeking Legal Advice |
| M405 | Members - Allowances, Reimbursements, Benefits and Facilities |
| M500 | Members - Training and Development |
| S400 | Supplementary Elections |
| V140 | Visits by Parliamentary/Governmental Representatives |

Chief Executive Officer

| | |
|------|--|
| C700 | Corporate Branding and Identity |
| E200 | Employees – Long Service Awards - Gifts at Resignation or Retirement |
| P900 | Public Interest Disclosure |
| S175 | Safe Environment |
| U900 | Unsolicited Proposals |

The following codes and registers are required in accordance with the Local Government Act 1999 and the Local Government (Elections) Act 1999:

| Section of Act | |
|----------------|---|
| s68 | Register of Interests (Members) |
| s79 | Register of Allowances and Benefits |
| s105 | Register of Remuneration, Salaries and Benefits |
| s116 | Register of Interests (Officers) |
| s207 | Community Land Register |
| s231 | Public Road Register |
| s252 | By-Law Register |
| s63 | Code of Conduct for Members |
| s92 | Code of Practice for Access to Meetings and Documents |
| s110 | Code of Conduct for Employees |

Elector Representation Review

Schedule 4 of the Local Government Act 1999 requires Council to publish in its Annual Report a statement of:

- The Council's representation quota,
- The average representation quota for councils of a similar size and type (taking into account various factors prescribed by the regulations),
- When the Council next intends to conduct a review under Chapter 3 Part 1 Division 2, and
- The procedures that are available under Chapter 3 for electors to make submissions on representation under this Act.

The following provides the required statements.

Select Outer Metropolitan & Regional Councils Composition & Elector Ratio (as at February 2020)

| Council | Members | Electors | Elector Ratio |
|----------------|---------|----------|---------------|
| Port Augusta | 10 | 9,491 | 1:949 |
| Port Lincoln | 10 | 10,472 | 1:1047 |
| Barossa | 10 | 14,625 | 1:1,462 |
| Murray Bridge | 12 | 17,947 | 1:1,495 |
| Whyalla | 10 | 15,369 | 1:1,536 |
| Gawler | 11 | 17,914 | 1:1,628 |
| Mount Gambier | 9 | 19,391 | 1:2,154 |
| Mount Barker | 11 | 25,596 | 1:2,226 |
| Adelaide Hills | 13 | 29,807 | 1:2,292 |

Section 12(4) of the Act outlines that a Council must ensure that all aspects of the composition of the Council are comprehensively reviewed at least once every eight years.

Council last conducted an Elector Representation Review during the 2016/2017 year with an amended composition to apply from the November 2018 Local Government Elections.

Prior to the November 2018 Local Government Elections Council comprised 10 Area Councillors with no wards and a Mayor elected by the community.

The following Council composition applied from the November 2018 Local Government Elections:

- The principal member of Council be a Mayor elected by the community,
- The Council area not be divided into wards (i.e. retain the existing 'no wards' structure), and
- The elected body of Council comprise eight Area Councillors and the Mayor.

The next representation review for the City of Mount Gambier is scheduled to occur between April 2024 and April 2025.

Elected Member Training and Development

The Local Government Act 1999 and regulations require mandatory training for Elected Members in accordance with the Local Government Association Training Standards under the following headings:

- Introduction to Local Government,
- Legal responsibilities,
- Council and committee meeting procedures, and
- Financial management and reporting.

Access to online training became available in June 2019.

It is a requirement of the Local Government Act 1999 that Elected Member mandatory training be completed within the first 12 months of the new council term (i.e. by November 2019).

The 2019/2020 budget allocation for Elected Member training and development was \$13,000 and an amount of \$8,996.26 was expended.

During 2019/2020, Elected Members were provided opportunity to participate in varied training programs and briefings, several of which were cancelled due to COVID-19.

A record of the training and briefings which were attended/undertaken between July 2019 and June 2020 is below.

| | |
|-----------------------------|--|
| Mayor Lynette Martin OAM | 2 x meetings in Adelaide (same day) Town of Walkerville and City of Unley |
| | 2019 LGA Conference and AGM (Adelaide) |
| | Meetings to discuss release of prisoners from the Mount Gambier Prison (Adelaide) |
| | Enhanced Public Speaking and Presenting for Elected Members |
| | Mayor's Leadership Forum (Adelaide) |
| | Meeting with CEO and Cr Jenner with SAFECOM and SAMFS (Adelaide) |
| Cr Kate Amoroso | National Local Government Councillors Mental Health Conference (Melbourne) |
| | Enhanced Public Speaking and Presenting for Elected Members |
| Cr Max Bruins | State Planning Commission Briefing (livestream) |
| Cr Christian Greco | Elected Member Mandatory Training Modules 1,2,3 & 4 (online) |
| Cr Ben Hood | LGA Leadership Program (Adelaide) |
| Cr Paul Jenner | SA Power Networks Public Lighting Customer Forum (Adelaide) |
| | 2019 LGA Conference and AGM (Adelaide) |
| | Enhanced Public Speaking and Presenting for Elected Members |
| | LGA Council Assessment Panel Training |
| | Meeting with CEO and Mayor with SAFECOM and SAMFS (Adelaide) |
| | Norman Waterhouse: PDI Act – Essential Development Assessment Workshop (Millicent) |
| Cr Sonya Meziniec | 2019 LGA Conference and AGM (Adelaide) |
| | State Planning Commission Briefing (livestream) |
| Cr Frank Morello | Nil |
| Cr Steven Perryman | Nil |

Elected Members were also provided with the opportunity to attend 53 workshops, briefings and designated informal gatherings between July 2019 and June 2020 on matters relating to:

- Community and Recreation Hub – Community Reference Group (2)
- Strategic Property Overview and Council Controlled Tourism Assets
- Strategic Plan Review
- Community and Recreation Hub – Architects briefing (4)
- Future Committee structures
- Planning Development and Infrastructure
- Gig City update
- Lady Nelson Mobile Unit – staffing costs
- Community and Recreation Hub briefing (4)
- Waste Levy Impact and Management options
- Community and Recreation Hub – tenancies
- Public Interest Disclosure Act and Local Government Reform
- Briefing with Member for Mount Gambier, Mr Troy Bell MP (2)
- Strategic Plan themes and dates
- Arts Hub briefing
- Spare Ya Change for Kids briefing
- Tenancy and Blue Lake Golf Club matters
- Arts Collective update and Strategic Plan update
- Caroline Landfill gate fees, Waste Transfer Station fees and weed management
- Strategic Plan update
- Annual Business Plan and Budget (ABP&B) and Long Term Financial Plan (LTFP) (3)
- Council response to COVID-19
- Operational briefing on COVID-19
- Our City, Our Response (7)
- Operational briefing
- Prioritisation of administration project work (2)

- Conservation park update
- Chamber of Commerce – COVID-19 joint briefing
- Business agenda
- LCLGA tourism plan
- COVID-19 fund priorities and business survey response

Due to COVID-19 workshops, briefings and designated informal gatherings were held virtually from 30 March to 18 June 2020.

By-Laws

Council had the following by-laws in operation during the 2019/2020 year:

| | |
|--------------|-----------------------|
| By-law No. 1 | Permits and Penalties |
| By-law No. 2 | Local Government Land |
| By-law No. 3 | Roads |
| By-law No. 4 | Moveable Signs |
| By-law No. 5 | Dogs |

By-laws are available on the Council website at www.mountgambier.sa.gov.au

A by-law review was conducted during the 2017/2018 financial year. Replacement by-laws numbered 1 to 5 were adopted on 19 June 2018 and commenced operation from 5 November 2018.

By-laws 1 to 5 will expire on 1 January 2026 after the seventh anniversary of their adoption, unless revoked or replaced prior to this date.

Freedom of Information

The City of Mount Gambier received and determined seven applications under the Freedom of Information Act 1991 during the 2019/2020 year.

| | |
|--|---|
| Number of applications | 7 |
| Number of applications carried over from 2018/2019 | 0 |
| Full access granted | 6 |
| Access refused | 0 |
| Withdrawn | 1 |
| Fees not paid | 0 |
| Documents otherwise available | 0 |
| Incomplete (as at 30 June 2020) | 0 |
| Applications for internal review | 0 |
| Decision confirmed | 0 |

Enquiries or requests for information under the Freedom of Information Act 1991 should be forwarded to:

Manager Governance and Property
 City of Mount Gambier
 PO Box 56
 Mount Gambier SA 5290
city@mountgambier.sa.gov.au

An information statement in accordance with the requirements of the Freedom of Information Act 1991 is published by the City of Mount Gambier and is available to view on Council's website at www.mountgambier.sa.gov.au

Confidentiality Provisions

Council is required to report on the use of confidentiality provisions under subsections 90(2) and 91(7) of the Local Government Act.

The following tables provide the information required to be published for the 2019/2020 financial year:

Use of section 90(2) orders to exclude public and section 90(3) grounds

| | No. of s90(2) orders made | (a) Personal affairs of person | (b) Commercial advantage | (c) Trade secret | (d) Prejudice commercial position | (e) Safety/security of Members/employees | (f) Maintenance of law | (g) Does not breach any law or court | (h) Legal advice | (i) Litigation may take place | (j) Info provided by Crown or Minister | (k) Tenders | (m) DPA's | (n) FOI |
|--------|---------------------------|--------------------------------|--------------------------|------------------|-----------------------------------|--|------------------------|--------------------------------------|------------------|-------------------------------|--|-------------|-----------|---------|
| Totals | 56* | 17 | 20 | - | 15 | 3 | 1 | 10 | 2 | 3 | - | 12 | - | - |

Use of section 91(7) orders to keep documents confidential

| No. of s91(7) orders made | No. of s91(7) orders that expired, ceased to apply or were revoked | No. of s91(7) orders remaining operative at 30 June 2020 |
|---------------------------|--|--|
| 48 | 21* | 65^ |

* Some orders were made under more than one s90(3) ground, making the total number of orders less than the aggregate for all grounds.

* Includes expired, ceased and revoked orders from previous financial years.

^ Includes 23 orders that remain operative from previous financial years.

Council meeting dates, subject, s90(3) grounds and status (as at 30 June 2020) of s91(7) orders associated with the use of confidentiality provisions during the 2019/2020 financial year.

| Date of meeting | Subject of s90(2) order | s90(3) grounds | s91(7) order status (as at 30 June 2020) |
|-----------------|--|---------------------|--|
| 16/06/2020 | Commercial Rate Relief – Report No. AR20/32802 | (d) | N/A |
| 19/05/2020 | Proposal from Mount Gambier Private Hospital – Report No. AR20/30776 | (d) | Current |
| 19/05/2020 | Chief Executive Officer 2019/2020 Review – Report No. AR20/27208 | (a) | Current |
| 5/05/2020 | Our City. Our Economy - Business Survey – Report No. AR20/26987 | (d) & (g) | Current |
| 31/03/2020 | COVID-19 - Council Action Plan - Discussion – Report No. AR20/20732 | (b) & (e) | Current |
| 31/03/2020 | COVID-19 - Miscellaneous Matters – Report No. AR20/20507 | (a), (d), (e) & (g) | N/A |
| 31/03/2020 | COVID-19 - SA Public Health Act 2011 Delegations – Report No. AR20/19633 | (e) | N/A |
| 31/03/2020 | COVID-19 and the Community and Recreation Hub – Report No. AR20/20367 | (k) | Current |

Confidentiality Provisions

| Date of meeting | Subject of s90(2) order | s90(3) grounds | s91(7) order status (as at 30 June 2020) |
|-----------------|--|---------------------|--|
| 31/03/2020 | COVID-19 - Redeployment and Employment – Report No. AR20/20368 | (a) | N/A |
| 31/03/2020 | COVID-19 - Council Rate Considerations – Report No. AR20/19861 | (e) | N/A |
| 31/03/2020 | COVID-19 - Urgent Tenancy Matters – Report No. AR20/19703 | (b) | N/A |
| 17/03/2020 | Selection of Professional Support for the Chief Executive Officer's Performance Review – Report No. AR20/9109 | (b) & (k) | Partially Released |
| 17/03/2020 | Blue Lake Golf Club - KPI Report December Quarter 2019 – Report No. AR20/15109 | (d) & (g) | Partially Released |
| 17/03/2020 | Confidentiality, Activities and the Community and Recreation Hub – Report No. AR20/15651 | (f) & (g) | Current |
| 17/03/2020 | Presentation by Beach Energy – Report No. AR20/8188 | (d) | Current |
| 3/03/2020 | Item 4 - Community and Recreation Hub - Request for Verbal Update - Several Matters – Report No. AR20/14687 | (b) & (g) | Current |
| 3/03/2020 | Item 1 - Community and Recreation Hub - Request for Summary Listing of Company Names and Tender Prices – Report No. AR20/14664 | (b), (d) & (g) | Current |
| 18/02/2020 | Notice of Motion - Community and Recreation Hub Project Control Group | (b) | Current |
| 18/02/2020 | Riddoch Art Gallery Crate Loader - Report No. AR19/62327 | (b) & (k) | Current |
| 18/02/2020 | Bookmark Café - Expression of Interest - Report No. AR20/3205 | (a), (b), (d) & (g) | Partially Released |
| 17/12/2019 | Blue Lake Golf Club - KPI Report September Quarter 2019 - Report No. AR19/68347 | (d) | Current |
| 17/12/2019 | Notice of Motion - Mount Gambier Community and Recreation Hub – Report No. AR19/65340 | (b), (g) & (k) | Current |
| 17/12/2019 | Notice of Rescission/Amendment - Item 25.9 Council Agenda 19/11/2019 – Report No. AR19/63592 | (b) | Current |
| 17/12/2019 | Community and Recreation Hub Tenancies - Mount Gambier and District Netball Association - Report No. AR19/66183 | (b) | Expired |
| 17/12/2019 | Community and Recreation Hub Tenancies - 42 James Street, Mount Gambier - Report No. AR19/66240 | (b) | Expired |
| 17/12/2019 | Condition of The Property - Report No. AR19/62472 | (g), (h) & (i) | Current |
| 3/12/2019 | Notice of Motion - Chief Executive Officer Performance Review Committee – Report No. AR19/64920 | (a) | N/A |
| 3/12/2019 | Notice of Motion - Chief Executive Officers Probationary Period – Report No. AR19/64665 | (a) | Current |
| 3/12/2019 | Notice of Rescission/Amendment - Chief Executive Officer Probationary Period – Report No. AR19/64660 | (a) | Current |
| 21/11/2019 | Chief Executive Officer Probationary Period – Report No. AR19/59690 | (a) | Current |
| 19/11/2019 | Bookmark Cafe - Expressions of Interest and Request – Report No. AR19/58946 | (b) & (d) | Current |

Confidentiality Provisions

| Date of meeting | Subject of s90(2) order | s90(3) grounds | s91(7) order status (as at 30 June 2020) |
|-----------------|--|----------------|--|
| 19/11/2019 | Blue Lake Golf Course - KPI Report September Quarter 2019 – Report No. AR19/50348 | (d) | Current |
| 19/11/2019 | Blue Lake Holiday Park - Property Matters – Report No. AR19/54537 | (b) & (d) | Partially Released |
| 19/11/2019 | Public Works Committee Report - State Government Funding for The Community and Recreation Hub – Report No. AR19/56700 | (k) | Current |
| 19/11/2019 | Update on the Community and Recreation Hub Development Application – Report No. AR19/56713 | (k) | Current |
| 19/11/2019 | Update on Expressions of Interest and Select Tender Processes for the Construction of the Community and Recreation Hub – Report No. AR19/54110 | (k) | Current |
| 19/11/2019 | Governance Structure and Financial Delegations for the Community and Recreation Hub Project – Report No. AR19/54107 | (b) | Current |
| 19/11/2019 | Operating Model Scenarios – Report No. AR19/60159 | (d) | Current |
| 19/11/2019 | Summary of Costing Variations – Report No. AR19/56846 | (k) | Current |
| 19/11/2019 | Scope and Specifications for the construction of the Community and Recreation Hub Project. – Report No. AR19/54112 | (b) & (k) | Expired |
| 19/11/2019 | Appeal to the Environment Resources and Development Court - Development Application 381/053/2019 116 Jubilee Highway West, Mount Gambier – Report No. AR19/56264 | (i) | Current |
| 19/11/2019 | Condition and Use of the Property – Report No. AR19/56339 | (g), (h) & (i) | Current |
| 19/11/2019 | Review of Council Kerbside Waste Service – Report No. AR19/48838 | (b) | Partially Released |
| 19/11/2019 | Notice of Motion - CEO Performance Review Committee | (a) | N/A |
| 15/10/2019 | Property - 9 Penola Road, 1-3 Lawrence Street – Report No. AR19/48305 | (b) | Current |
| 17/09/2019 | Design Finalisation and Communication – Report No. AR19/46526 | (k) | Expired |
| 17/09/2019 | Lease Expiry Review – Report No. AR19/43830 | (a), (b) & (d) | Current |
| 17/09/2019 | Sale of Land for Non-Payment of Rates – Report No. AR19/45899 | (a) | Current |
| 17/09/2019 | Sale of Land for Non-Payment of Rates – Report No. AR19/43504 | (a) | Expired |
| 17/09/2019 | Sale of Land for Non-Payment of Rates – Report No. AR19/43435 | (a) | Expired |
| 17/09/2019 | Sale of Land for Non-Payment of Rates – Report No. AR19/43265 | (a) | Current |
| 17/09/2019 | Sale of Land for Non-Payment of Rates – Report No. AR19/41851 | (a) | Current |
| 17/09/2019 | Sale of Land for Non-Payment of Rates – Report No. AR19/40344 | (a) | Current |
| 20/08/2019 | Chief Executive Officer Key Performance Indicators 2019/2020 - Report No. AR19/40449 | (a) | Current |
| 16/07/2019 | Community and Recreation Hub - Aquatic Facilities Scope - Update – Report No. AR19/35458 | (k) | Current |
| 16/07/2019 | Aquatic Centre Management Fee and Public Fees and Charges – Report No. AR19/35515 | (d) | Partially Released |

Member Allowances and Reimbursements

Since the 2010 Local Government Elections Elected Member allowances have been determined by the independent Remuneration Tribunal in accordance with Section 76 of the Local Government Act 1999.

In making its determination, the Tribunal must have regard to:

- The role of members of Council as members of the Council's governing body and as representatives of the area,
- The size, population and revenue of the Council and any relevant economic, social, demographic and regional factors in the council area,
- That an allowance is not intended to amount to a salary for a member,
- That an allowance should reflect the nature of a member's office, and
- That provisions of the Local Government Act provide for reimbursement of members expenses.

Elected Member allowances for the City of Mount Gambier per 9 November 2019 are:

| | |
|--|---|
| Council | Group 2 classification base of \$17,912 |
| Mayoral allowance | 4 x \$17,912 or \$71,080 |
| Deputy Mayoral allowance, Presiding Member of prescribed committee | 1.25 x \$17,270 or \$22,390 |
| Members | \$17,912 |

Council also approved various other reimbursements of expenses to members in accordance with Section 77 of the Act, including travelling expenses (outside of Council area only), child/dependent care expenses and the annual mobile/computing device and data plan allowance. The Mayor is provided with office and executive assistance and a motor vehicle.

Council determined reimbursements for mobile/computing devices and data plans up to \$1,500 per council term and an allowance for data of \$600 per annum.

For details including limitations and conditions associated with council approved expense reimbursements refer to Council Policy M405 – Members – Allowances, Reimbursements, Benefits and Facilities adopted by Council following the 2018 Local Government Elections.

All member base and prescribed committee allowances are paid monthly and non-prescribed committee allowances are paid quarterly in arrears.

The allowances set out in the Remuneration Tribunal Determination are adjusted annually on the first, second and third anniversaries of the 2018 Local Government Elections to reflect changes in the Consumer Price Index as defined at Section 76 (15) of the Act.

Sitting fees for the Audit Committee are:

- \$100 per meeting or \$50 for any special meeting for an independent person on the Audit Committee,
- \$150 per meeting or \$100 for any special meeting for an independent Presiding Member of the Audit Committee, while Elected Members on the Audit Committee receive no sitting fee.

Finance



South Australian Local Government Grants Commission Data

The South Australian Local Government Grants Commission (SALGGC) is an independent statutory authority established under the South Australian Local Government Grants Commission Act 1992.

The SALGGC makes recommendations to the Minister for Local Government on the distribution of untied Commonwealth Financial Assistance Grants to local governing authorities in South Australia.

Grants distributed aim to compensate councils for differences between the costs of providing services and revenue raising capacity. Grants for local governing authorities (councils) in South Australia are distributed in accordance with national principles set by the Commonwealth Local Government (Financial Assistance) Act 1995. Councils may choose to have higher or lower levels of service according to their own priorities. The grants are untied and may be spent according to community priorities.

The SALGGC aims to equalise councils' financial capacity to provide a similar level of service to their communities. Equalisation refers to the financial capacity of the council, it does not mean that the level of service must be equal.

Pursuant to the Local Government Act, all South Australian councils are required to submit an annual information return along with their audited annual financial statements to the Commission.

From this information the SALGGC prepares and distributes comparative data on each council, commonly referred to as the Grants Commission database reports.

The SALGGC website includes other database reports for the Local Government sector. Refer to www.dpti.sa.gov.au/local_govt/LGGC



Strategic Financial Management and Sustainability

Council's financial management and sustainability focus has been based on the implementation of an integrated planning and budgeting framework. This is a holistic approach to ensure Council's functions, services and programs are aligned to meet the needs and expectations of Council and the community as articulated in the 2020-2024 Strategic Plan and related strategies and initiatives.

This integrated approach ensures that Council's strategic directions can be translated and cascaded into financial terms and guide the direction of Council in a financially sustainable manner over a period of at least 10 years. The Long Term Financial Plan (LTFP) provides a comprehensive understanding of the impacts that decisions made today have on the future. The Asset Management Plan (AMP) focuses on future expenditure for new assets and the renewal of existing assets over a period of at least 10

years. It also encompasses planned and reactive maintenance of our assets and significantly influences the LTFP.

Council has maintained strategic financial discipline with the 2019/2020 key indicators being in alignment with the budget and reasonable compared to the local government targets. COVID-19 related initiatives in the last quarter of the 2019/2020 financial year resulted in an overall net deficit, impacting the operating surplus ratio for the year. Council's LTFP and AMP are reviewed periodically in accordance with legislative requirements and are available on Council's website.

Council's 2019/2020 operating surplus ratio sits within the local government target range of 0 - 10%. Council has a low level of financial liabilities (borrowings) and consequently the financial liability ratio has been reducing over time, but is forecast to increase with the Community and Recreation Hub development.

| Financial ratios | Local Govt. target | 2019/2020 actual | 2018/2019 actual |
|---------------------------------|--------------------|------------------|------------------|
| Operating surplus ratio | 0% - 10% | (1.7%) | 1.4% |
| Net financial liabilities ratio | 0% - 100% | 18% | 11% |
| Asset sustainability ratio | 90% - 110% | 105% | 68% |

Annual Business Plan and Budget

The City of Mount Gambier Annual Business Plan and Budget are statements of the planned strategies, programs and financial outcomes for the financial year and were developed with reference to the Community Plan, LTFP and AMP.

Development of the Annual Business Plan and Budget is a fundamental component within the integrated planning and budgeting framework. The framework links Council's strategic suite of documents including the strategies, plans and initiatives with the budgeting process ensuring alignment and an optimal mix of services,

programs, infrastructure and facilities are delivered with the LTFP and budget parameters.

The Annual Business Plan and Budget defines the objectives for the financial year, the services, programs and activities required to deliver these objectives and how performance will be monitored and measured.

Budget Analysis

Council's financial statements report an operating deficit of (\$550,000) for 2019/2020 (2018/2019: surplus of \$437,000). This compares to a budgeted operating deficit of (\$367,000) (2018/2019 : surplus of \$226,000) and represents a variance of \$183,000 or 0.55% of total operational expenses for the year.

The 2019/2020 financial year was impacted by Council initiatives in the second half of the financial year due to 'Our City. Our Response' COVID-19 initiatives and actions. The following provides an overview of the major variances against the operating result budget, showing a total decrement of \$183,000:

- COVID-19 Community Development Fund (\$344,000), rates remissions (\$176,000), recovery plan labour hire employees (\$64,000), sport and community facilities lease waivers (\$29,000) – Total \$613,000.
- Additional operational expenditure (\$411,000), Caroline Landfill disposal fees (\$355,000), solid waste levy (\$155,000), reduced interest revenue (\$39,000) and multiple additional Council approved expenditure items (\$238,000) – Total: \$1,198,000.
- Reduced expenditure and savings in multiple operational areas (\$1,217,000), deferral of funding for economic development strategies (\$50,000) – Total: \$1,117,000.

- Additional income from developments (\$139,000), SAPN Australian Regulator (\$186,000) and others (\$170,000) – Total: \$645,000.
- Reductions in rates income due to capital value adjustments (\$57,000).
- Additional Community and Recreation Hub related works (\$77,000).

With the development of the Community and Recreation Hub, the 2019/2020 financials also include, under comprehensive income, the impairment of the Aquatic Centre assets by \$1,560,000 of which \$1,233,000 was offset against the revaluation reserve and \$327,000 impacted other comprehensive income. The revaluation of Council's assets resulted in net increments of \$1,237,000 per June 2020.

Additionally, Council capitalised \$2,080,000 under capital works-in-progress in relation to the design and development of the Community and Recreation Hub, \$540,000 of which was rolled over from the 2018/2019 financial year. With the impending awarding of the contract this project will begin to have substantial impact on Council's work program and financial ratios in 2020/2021.

Council aims to return an operating surplus on average over multiple years, although timing of projects will create some volatility. The results from the last seven years is shown in the below graph.

Operating income, expenses and surplus/(deficit)



Procurement and Competitive Tendering

The City of Mount Gambier's Procurement Policy, Framework and Administrative Procedure reflects Council's commitment to obtaining value for money in the expenditure of public funds to ensure ethical, accountable and transparent practices in the purchase of goods and contracting out of services and competitive tendering.

The procurement process involves three broad stages:



This structured approach aligns Council's needs, improves the efficiency and effectiveness of Council's procurement process and focuses on an outcomes driven solution.

National Competition Policy

The National Competition Policy seeks to remove competitive advantages and disadvantages that arise solely through the ownership differences between public sector and private sector organisations.

There are no significant business activities with an annual gross operating income of \$2 million to disclose or that are considered significant to Council's core business activities.

Council received no complaints during the 2019/2020 financial year alleging a breach of competitive neutrality.



236
PREQUALIFIED CONTRACTORS
(REGISTERED WITH COUNCIL FOR MINOR WORKS AND SERVICES)
70% LOCAL CONTENT

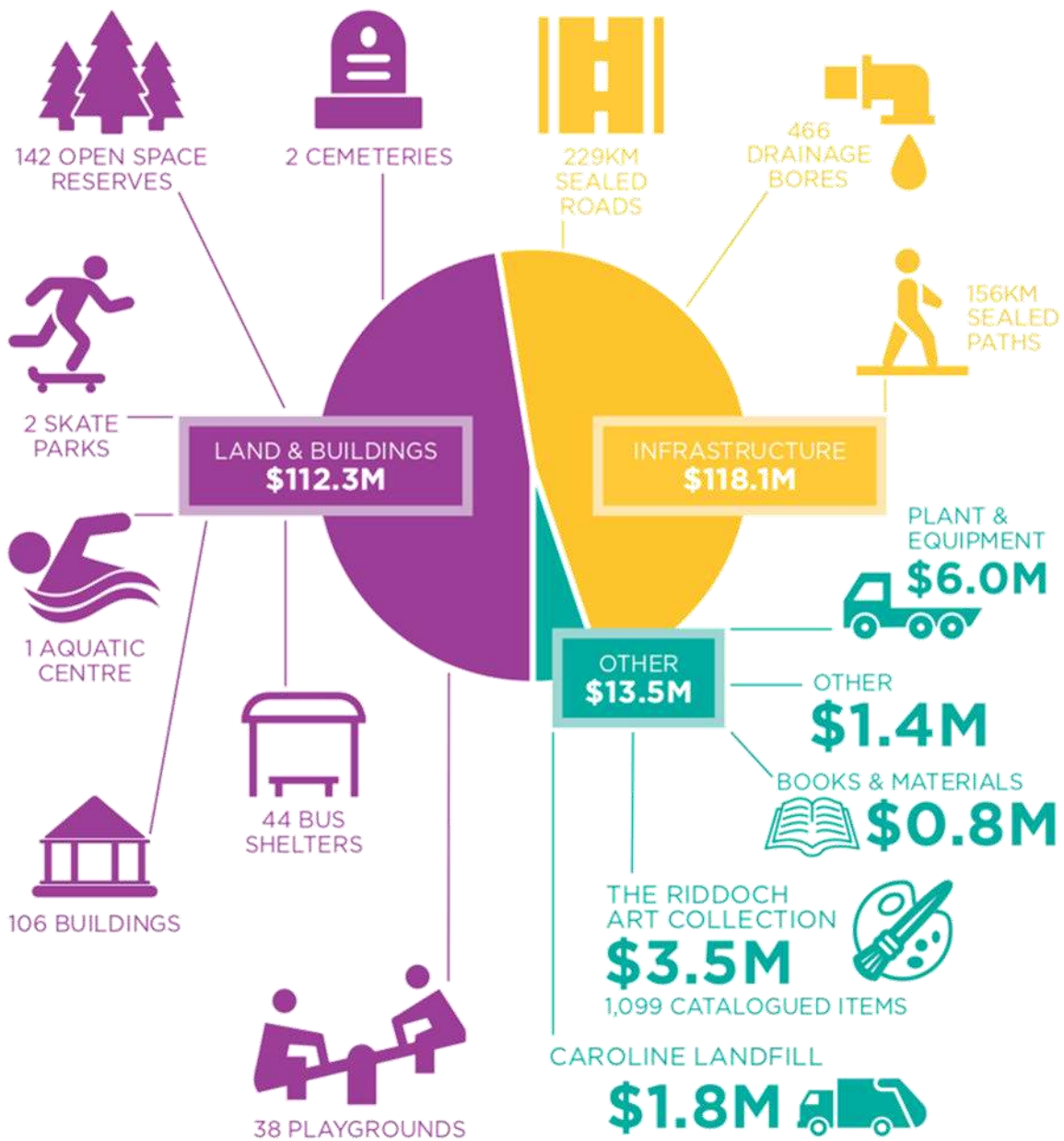


24
TENDERED CONTRACTS
67% AWARDED LOCALLY



Fixed Asset Snapshot

TOTAL ASSET VALUE \$243.9M



Rates

To deliver services, programs and activities in 2019/2020, Council approved an increase in the overall general gross rate revenue equivalent to 4.5%.

The overall percentage increase included a growth component (i.e. new developments, new assessments) of 0.24% and a nominal increase of 4.26%. For the average residential ratepayer, the rate increase equated to approximately \$50 per annum (2018/2019: \$43), bringing the average annual residential rate to \$1,238.

| Average rates | 2019/2020* |
|-----------------------|------------|
| SA metro councils | \$1,643 |
| SA rural councils | \$1,438 |
| City of Mount Gambier | \$1,238 |

In 2019/2020 City of Mount Gambier ratepayers paid approximately \$200 less in residential rates on average, in comparison to other rural councils in South Australia*.

*Based on the Local Government of South Australia rates survey 2019/2020.

How rates are determined

Council's rating strategy uses a combination of a fixed charge on every rateable property and a differential or variable rating system, based on land use, when calculating general rates.



City of Mount Gambier uses valuations from the State Valuation Office. The rate in the dollar determines how much is payable according to how much the property is worth. The fixed charge component was \$682.70 in 2019/2020 (2018/2019: \$655.20), applicable to every rateable property, raising just under half (45%) of Council's gross general rate revenue. The variable rating component that raises the remainder (55%) is determined by multiplying the individual property value by the differential rate in the dollar adopted for each separate land use category, i.e. residential, commercial, industrial, primary production, vacant land or other land use.

As part of Council's rating strategy a range of rate relief measures are available upon application.

Auditors and Audit Committee

The City of Mount Gambier Annual Financial Statements for 2019/2020 were audited by Galpins Accountants Auditors and Business Consultants who were appointed as external auditors in August 2016 for a five year term pursuant to Section 128 of the Local Government Act 1999.

Remuneration paid or payable during 2019/2020 to the auditors for work performed for the annual audit of Council's financial statements pursuant to Section 128 of the Act was \$25,700.

Council's Audit Committee held four meetings in the 2019/2020 financial year, two of which were attended by the Galpins' audit partner.

The Audit Committee established an annual works program including the review of:

- Terms of Reference,
- Internal Controls, Risks and Improvement Plans,
- Infrastructure and Asset Management Plans and Asset Management Strategy,
- Long Term Financial Plan,
- Annual Business Plan and Budget,
- External Audit - Interim review and management letter / statutory external audit and report on financial results/ external auditors' performance and overall effectiveness,
- Annual Financial Statements,
- Quarterly budget reviews,
- Crisis management arrangements,
- Policy reviews,
- Audit Committee self-assessment,
- Review of Audit Committee member appointments, and
- Other relevant items, including COVID-19.

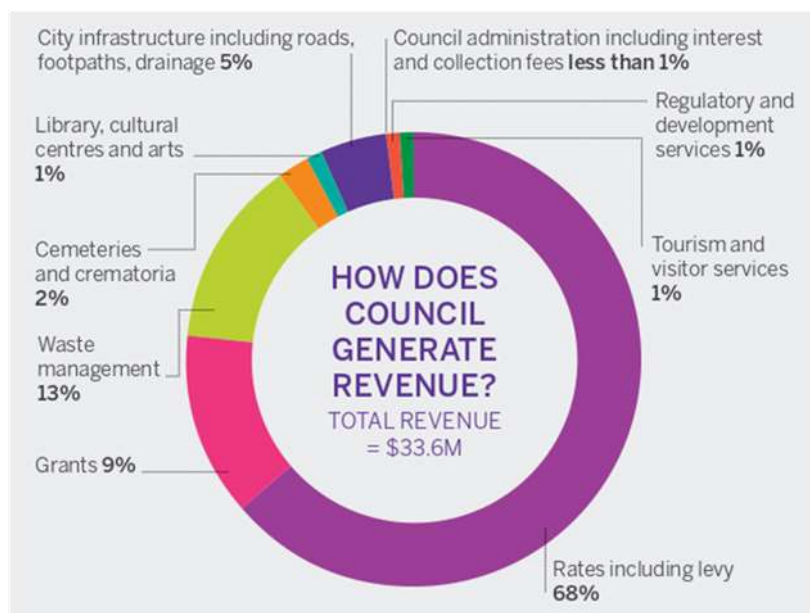
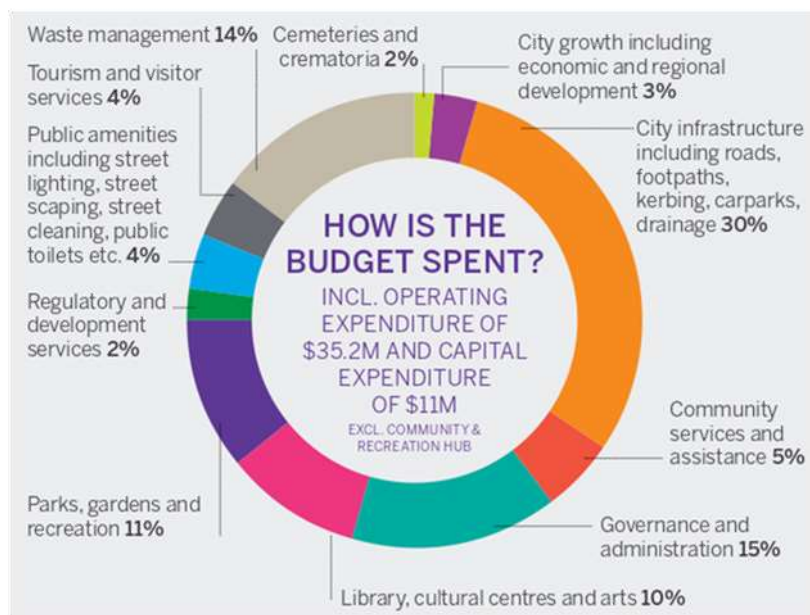
Audit Committee member attendance was as follows:

| Committee member | Attendance |
|---------------------------------|------------|
| Presiding Member: Cr S Meziniec | 4/4 |
| Ms A Kain | 2/4 |
| Mr P Duka | 4/4 |

Information regarding sitting fees for the Audit Committee can be found under 'Members Allowances and Reimbursements' in the Governance section of this report.

Projections and Target for 2020/2021 Financial Year

The Annual Business Plan and Budget for 2020/2021 includes \$35.2 million operating expenditure, \$11 million capital expenditure, \$26.8 million for partial construction of the Community and Recreation Hub and \$33.6 million in revenue.



The core services include \$4.2 million for maintenance of parks, gardens and reserves, \$2.4 million for the footpath construction and maintenance program, \$5.9 million for roads and drainage, \$2.0 million for kerbside waste and recycling collection and disposal and \$0.5 million for public amenities and streetscaping.

Annual Financial Statements for the year ended 30 June 2020

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Annual Financial Statements for the year ended 30 June 2020

City of Mount Gambier


Annual Financial Statements for the year ended 30 June 2020

Certification of Financial Statements

We have been authorised by the Council to certify the financial statements in their final form. In our opinion:

- the accompanying financial statements comply with the *Local Government Act 1999*, *Local Government (Financial Management) Regulations 2011* and Australian Accounting Standards.
- the financial statements present a true and fair view of the Council's financial position at 30 June 2020 and the results of its operations and cash flows for the financial year.
- internal controls implemented by the Council provide a reasonable assurance that the Council's financial records are complete, accurate and reliable and were effective throughout the financial year.
- the financial statements accurately reflect the Council's accounting and other records.


Andrew Meddle
CHIEF EXECUTIVE OFFICER


Lynette Martin
MAYOR

Statement of Comprehensive Income for the year ended 30 June 2020

| | Notes | 2020 \$'000 | 2019 \$'000 |
|--|-------|----------------|----------------|
| INCOME | | | |
| Rates | 2 | 22,138 | 21,432 |
| Statutory charges | 2 | 523 | 426 |
| User charges | 2 | 5,318 | 5,021 |
| Grants, subsidies and contributions | 2 | 4,227 | 4,435 |
| Investment income | 2 | 55 | 86 |
| Reimbursements | 2 | 38 | 19 |
| Other income | 2 | 439 | 417 |
| Total Income | | 32,738 | 31,836 |
| EXPENSES | | | |
| Employee costs | 3 | 12,230 | 11,800 |
| Materials, contracts & other expenses | 3 | 13,263 | 11,972 |
| Depreciation, amortisation & impairment | 3 | 7,625 | 7,424 |
| Finance costs | 3 | 170 | 203 |
| Total Expenses | | 33,288 | 31,399 |
| OPERATING SURPLUS / (DEFICIT) | | (550) | 437 |
| Asset disposal & fair value adjustments | 4 | (472) | (594) |
| Amounts received for new or upgraded assets | 2 | - | 105 |
| Physical resources received free of charge | 2 | 737 | 159 |
| NET SURPLUS / (DEFICIT) | | | |
| transferred to Equity Statement | | (285) | 107 |
| Other Comprehensive Income | | | |
| <i>Amounts which will not be reclassified subsequently to operating result</i> | | | |
| Changes in revaluation surplus - infrastructure, property, plant & equipment | | - | 56 |
| Impairment (expense) / recoupments offset to asset revaluation reserve | 3 | (327) | - |
| Total Other Comprehensive Income | | (327) | 56 |
| TOTAL COMPREHENSIVE INCOME | | (612) | 163 |

This Statement is to be read in conjunction with the attached notes.

Statement of Financial Position for the year ended 30 June 2020

| | Notes | 2020 \$'000 | 2019 \$'000 |
|---|-------|----------------|----------------|
| ASSETS | | | |
| Current assets | | | |
| Cash and cash equivalents | 5 | 4,406 | 6,069 |
| Trade & other receivables | 5 | 2,034 | 1,867 |
| Inventories | 5 | 55 | 27 |
| Total current assets | | 6,495 | 7,963 |
| Non-current assets | | | |
| Infrastructure, property, plant & equipment | 7 | 244,262 | 244,752 |
| Other non-current assets | 6 | 2,581 | 789 |
| Total non-current assets | | 246,843 | 245,541 |
| Total assets | | 253,338 | 253,504 |
| LIABILITIES | | | |
| Current liabilities | | | |
| Trade & other payables | 8 | 2,849 | 3,017 |
| Borrowings | 8 | 558 | 195 |
| Provisions | 8 | 2,557 | 2,338 |
| Total current liabilities | | 5,964 | 5,550 |
| Non-current liabilities | | | |
| Borrowings | 8 | 2,189 | 2,377 |
| Provisions | 8 | 3,863 | 3,650 |
| Total non-current liabilities | | 6,052 | 6,027 |
| Total liabilities | | 12,016 | 11,577 |
| NET ASSETS | | 241,322 | 241,927 |
| EQUITY | | | |
| Accumulated surplus | | 64,986 | 65,609 |
| Asset revaluation reserves | 9 | 175,462 | 175,458 |
| Other reserves | 9 | 874 | 860 |
| TOTAL EQUITY | | 241,322 | 241,927 |

This Statement is to be read in conjunction with the attached notes.

Statement of Changes in Equity for the year ended 30 June 2020

| | Notes | Accumulated surplus \$'000 | Asset revaluation reserve \$'000 | Other reserves \$'000 | Total equity \$'000 |
|--|-------|-------------------------------|-------------------------------------|--------------------------|------------------------|
| 2020 | | | | | |
| Balance at end of previous reporting period | | 65,609 | 175,458 | 860 | 241,927 |
| Net surplus / (deficit) for the year | | (285) | | | (285) |
| Other Comprehensive Income | | | | | |
| Gain on revaluation of infrastructure, property, plant & equipment | | | 1,237 | | 1,237 |
| Impairment (expense) / recoupments offset to asset revaluation reserve | 9 | (327) | (1,233) | | (1,560) |
| Adjustment due to compliance with revised accounting standard | 1 | 3 | | | 3 |
| Transfers between reserves | 9 | (14) | | 14 | - |
| Balance at end of period | | 64,986 | 175,462 | 874 | 241,322 |
| 2019 | | | | | |
| Balance at end of previous reporting period | | 65,515 | 175,402 | 847 | 241,764 |
| Net surplus / (deficit) for the year | | 107 | | | 107 |
| Other Comprehensive Income | | | | | |
| Gain on revaluation of infrastructure, property, plant & equipment | | | 56 | | 56 |
| Transfers between reserves | | (13) | | 13 | - |
| Balance at end of period | | 65,609 | 175,458 | 860 | 241,927 |

Statement Cash Flows

for the year ended 30 June 2020

| | Notes | 2020 \$'000 | 2019 \$'000 |
|---|-----------|----------------|----------------|
| CASH FLOWS FROM OPERATING ACTIVITIES | | | |
| Receipts | | | |
| Rates - general & other | | 21,957 | 21,388 |
| Fees & other charges | | 524 | 426 |
| User charges | | 5,696 | 5,459 |
| Investment receipts | | 57 | 86 |
| Grants utilised for operating purposes | | 4,227 | 4,435 |
| Reimbursements | | 42 | 21 |
| Other revenues | | 1,002 | 446 |
| Payments | | | |
| Employee costs | | (11,915) | (11,629) |
| Materials, contracts & other expenses | | (14,293) | (12,981) |
| Finance payments | | (170) | (161) |
| Net cash provided by (or used in) Operating Activities | | 7,127 | 7,490 |
| CASH FLOWS FROM INVESTING ACTIVITIES | | | |
| Receipts | | | |
| Amounts specifically for new or upgraded assets | | - | 105 |
| Sale of replaced assets | | 385 | 359 |
| Sale of surplus assets | | 72 | - |
| Repayments of loans by community groups | | 18 | 17 |
| Payments | | | |
| Expenditure on renewal/replacement of assets | | (5,627) | (4,006) |
| Expenditure on new/upgraded assets | | (3,813) | (2,265) |
| Net cash provided by (or used in) Investing Activities | | (8,965) | (5,790) |
| CASH FLOWS FROM FINANCING ACTIVITIES | | | |
| Payments | | | |
| Repayments of borrowings | | 175 | (218) |
| Net cash provided by (or used in) Financing Activities | | 175 | (218) |
| Net increase / (decrease) in cash held | | (1,663) | 1,482 |
| Cash & cash equivalents at beginning of period | 10 | 6,069 | 4,587 |
| Cash & cash equivalents at end of period | 10 | 4,406 | 6,069 |

This Statement is to be read in conjunction with the attached notes.

Notes to and forming part of the Financial Statements for the year ended 30 June 2020

Note 1 - Significant accounting policies

The principal accounting policies adopted in the preparation of the financial report are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

1 Basis of preparation

Compliance with Australian Accounting Standards

This general purpose financial report has been prepared on a going concern basis using the historical cost convention in accordance with Australian Accounting Standards as they apply to not-for-profit entities, other authoritative pronouncements of the Australian Accounting Standards Board, Interpretations and relevant South Australian legislation.

The financial report was authorised by Council for issue by certificate under regulation 14 of the *Local Government (Financial Management) Regulations 2011* dated 20 October 2020.

Critical accounting estimates

The preparation of financial statements in conformity with Australian Accounting Standards requires the use of certain critical accounting estimates, and requires management to exercise its judgement in applying Council's accounting policies. Particular areas involving a higher degree of judgement or complexity include the estimation of future payments and timing in relation to the landfill restoration liability. Further information in relation to the estimation of these liabilities are given to in the relevant sections of these Notes.

Rounding

All amounts in the financial statements have been rounded to the nearest thousand dollars (\$'000).

2 The Local Government reporting entity

City of Mount Gambier is incorporated under the SA *Local Government Act 1999* and has its principal place of business at 10 Watson Terrace, Mount Gambier. These financial statements include the Council's direct operations and all entities through which Council controls resources to carry on its functions. In the process of reporting on the Council as a single unit, all transactions and balances between activity areas and controlled entities have been eliminated.

3 Income recognition

The Council recognises revenue under AASB 1058 *Income of Not-for-Profit Entities* (AASB 1058) or AASB 15 *Revenue from Contracts with Customers* (AASB 15) when appropriate. In cases where there is an 'enforceable' contract with a customer with 'sufficiently specific' performance obligations, the transaction is accounted for under AASB 15 where income is recognised when (or as) the performance obligations are satisfied (i.e. when it transfers control of a product or service to a customer). Revenue is measured based on the consideration to which the Council expects to be entitled in a contract with a customer. In other cases, AASB 1058 applies when a not-for-profit (NFP) entity enters into transactions where the consideration to acquire an asset is significantly less than the fair value of the asset principally to enable the entity to further its objectives. The excess of the asset recognised (at fair value) over any 'related amounts' is recognised as income immediately, except in the case where a financial asset has been received to enable the council to acquire or construct a recognisable non-financial asset that is to be controlled by the council. In this case, the council recognises the excess as a liability that is recognised over time in profit and loss when (or as) the entity satisfies its obligations under the transfer.

In recent years the payment of untied financial assistance grants (financial assistance grants / local roads / supplementary grants) has varied from the annual allocation as shown in the following table:

Notes to and forming part of the Financial Statements for the year ended 30 June 2020

Note 1 - Significant accounting policies

| | Cash received/ revenue '000 | Annual allocation '000 | Revenue increase/ (decrease) '000 |
|---------|-----------------------------------|---------------------------|---|
| 2017-18 | \$3,172 | \$3,018 | \$154 |
| 2018-19 | \$3,952 | \$3,303 | \$649 |
| 2019-20 | \$3,384 | \$3,546 | (\$161) |

Because these grants are untied, the Australian Accounting Standards require that payments be recognised upon receipt. Accordingly, the operating results of these periods have been distorted compared to those that would have been reported had the grants been paid in the year to which they were allocated.

The operating surplus ratio disclosed in note 14 has also been calculated after adjusting for the distortions resulting from the differences between the actual grants received and the grants entitlements allocated.

The actual amounts of untied grants received during the reporting periods (including the advance allocations) are disclosed in note 2.

Construction works undertaken by Council for third parties are generally on an agency basis where the third party reimburses Council for actual costs incurred, and usually do not extend beyond the reporting period. Reimbursements not received are recognised as receivables and reimbursements received in advance are recognised as "payments received in advance".

4 Cash, cash equivalents and other financial instruments

Cash and cash equivalents include all amounts readily convertible to cash on hand at Council's option with an insignificant risk of changes in value with a maturity of three months or less from the date of acquisition.

Receivables for rates and annual charges are secured over the subject land, and bear interest at rates determined in accordance with the *Local Government Act 1999*. Other receivables are generally unsecured and do not bear interest.

All receivables are reviewed as at the reporting date and adequate allowance made for amounts the receipt of which is considered doubtful.

All financial instruments are recognised at fair value at the date of recognition, except for trade receivables from a contract with a customer, which are measured at the transaction price. A detailed statement of the accounting policies applied to financial instruments forms part of note 12.

5 Inventories

Inventories held in respect of stores have been valued by using the weighted average cost on a continual basis, after adjustment for loss of service potential. Inventories held in respect of business undertakings have been valued at the lower of cost and net realisable value.

6 Infrastructure, property, plant and equipment (IPP&E)

Initial recognition

All assets are initially recognised at cost. For assets acquired free of charge or at a nominal consideration, cost is determined as fair value at the date of acquisition.

All non-current assets purchased or constructed are capitalised as the expenditure is incurred and depreciated as soon as the asset is held "ready for use". Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition, including architects' fees and engineering design fees and all other costs incurred. The cost of non-current assets constructed by the Council includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overhead.

Materiality

Assets with an economic life in excess of one year are only capitalised where the cost of acquisition exceeds materiality thresholds established by Council for each type of asset. In determining (and in annually reviewing) such thresholds, regard is had to the nature of the asset and its estimated service life.

Notes to and forming part of the Financial Statements for the year ended 30 June 2020

Note 1 - Significant accounting policies (continued)

Examples of capitalisation thresholds applied during the year are given in note 7. No capitalisation threshold is applied to the acquisition of land or interests in land or the Riddoch art collection.

Subsequent recognition

The revaluation model is applied for the asset classes land, buildings & structures, waste management, infrastructure and the Riddoch art collection. The cost model is applied to the asset classes of plant & equipment, office equipment and other.

All revaluation model asset classes are revalued on a regular basis such that the carrying values are not materially different from fair value. The latest revaluations occurred in 2020 for land (every second year), in 2020 for buildings & structures (every fourth year), in 2018 for infrastructure (every third year), in 2020 for waste management (annually) and in 2018 for the Riddoch art collection (every fourth year).

For infrastructure and other asset classes where no active market exists, fair value is determined to be the current replacement cost of an asset less, where applicable, accumulated depreciation calculated on the basis of such cost to reflect the already consumed or expired future economic benefits of the asset. Significant uncertainties exist in the estimation of fair value of a number of asset classes including land, buildings & other structures and infrastructure. Further detail of existing valuations, methods and valuers is provided in note 7.

Depreciation of non-current assets

Other than land and the Riddoch art collection, all infrastructure, property, plant and equipment assets recognised are systematically depreciated over their useful lives on a straight-line basis, which in the opinion of Council, best reflects the consumption of the service potential embodied in those assets. Waste management assets are depreciated on an asset capacity in use basis.

Depreciation methods, useful lives and residual values of classes of assets are reviewed annually.

Major depreciation periods for each class of asset are shown in note 7. Depreciation periods for infrastructure assets have been estimated based on the best information available to Council, but appropriate records covering the entire life cycle of these assets are not available, and extreme care should be used in interpreting financial information based on these estimates.

Impairment

Assets that have an indefinite useful life are not subject to depreciation and are reviewed annually for impairment. Assets carried at fair value whose future economic benefits are not dependent on the ability to generate cash flows, and where the future economic benefits would be replaced if Council were deprived thereof, are not assessed for impairment.

Other assets that are subject to depreciation are reviewed for impairment whenever events or changes in circumstances indicate that the carrying amount may not be recoverable. An impairment loss is recognised for the amount by which the asset's carrying amount exceeds its recoverable amount (which is the higher of the present value of future cash outflows or value in use).

Where an asset that has been revalued is subsequently impaired, the impairment is first offset against such amount as stands to the credit of that class of assets in Asset Revaluation Reserve, any excess being recognised as an expense.

7 Payables

Goods and services

Creditors are amounts due to external parties for the supply of goods and services and are recognised as liabilities when the goods and services are received. Creditors are normally paid on vendor's terms with a maximum of 30 days after the month of invoice. No interest is payable on these amounts.

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2020

Note 1 - Significant accounting policies (continued)

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Payments received in advance and deposits

Amounts (with the exception of some grants) received from external parties in advance of service delivery, and security deposits held against possible damage to Council assets, are recognised as liabilities until the service is delivered or damage reinstated, or the amount is refunded as the case may be.

8 Borrowings

Borrowings are initially recognised at fair value, net of transaction costs incurred and are subsequently measured at amortised cost. Any difference between the proceeds (net of transaction costs) and the redemption amount is recognised in the income statement over the period of the borrowings using the effective interest method.

9 Provisions

Employee benefit provisions

Salaries, wages & compensated absences

Liabilities for employees' entitlements to salaries, wages and compensated absences expected to be paid or settled within 12 months of reporting date are accrued at nominal amounts (including payroll based oncosts) measured in accordance with AASB 119.

Liabilities for employee benefits not expected to be paid or settled within 12 months are measured as the present value of the estimated future cash outflows (including payroll based oncosts) to be made in respect of services provided by employees up to the reporting date. Present values are calculated using government guaranteed securities rates with similar maturity terms.

Weighted average discount rate

2.5% (2019: 2.5%)

Weighted average settlement period

3 years (2019: 3 years)

No accrual is made for non-vesting sick leave as Council experience indicates that, on average, sick leave taken in each reporting period is less than the entitlement accruing in that period, and this experience is expected to recur in future reporting periods. Council does

not make payment for untaken non-vesting sick leave.

An accrual is made for vesting sick leave and Council does make payment for vesting sick leave in accordance with the Enterprise Bargaining Agreement for AWU employees.

Superannuation

The Council makes employer superannuation contributions in respect of its employees to the superannuation fund selected by the employee. The default superannuation fund is Statewide Super. The fund has two types of membership, each of which is funded differently. No changes in accounting policy have occurred during either the current or previous reporting periods. Details of the accounting policies applied and Council's involvement with the schemes are reported in note 17.

Provisions for reinstatement, restoration, rehabilitation, etc.

Council operates the Caroline landfill site, incorporating cells which require capping upon complete fill. Capping and restoration costs can include the dismantling and demolition of infrastructure, the removal of residual materials and the remediation and rehabilitation of disturbed areas. Estimated close capping and restoration costs are provided for in the accounting period when the obligation arising from the related disturbance occurs, and are carried at the net present value of estimated future costs.

Although estimated future costs are based on a closure plan, such plans are based on current environmental requirements and construction costs estimates which may change and require management to exercise judgment. Council's policy to maximise recycling is extending the operational life of these facilities, and significant uncertainty exists in the estimation of the future closure date.

Notes to and forming part of the Financial Statements for the year ended 30 June 2020

Note 1 - Significant accounting policies (continued)

10 Leases

Accounting policy applicable from 1 July 2019

The Council assesses at contract inception whether a contract is, or contains, a lease. That is, if the contract conveys the right to control the use of an identified asset for a period of time in exchange for consideration.

Council as a lessee

The Council recognises lease liabilities to make lease payments and right-of-use assets representing the right to use the underlying assets.

i) Right-of-use assets

The Council recognises right-of-use assets at the commencement date of the lease. Right-of-use assets are measured at cost, less any accumulated depreciation and impairment losses, and adjusted for any remeasurement of lease liabilities. The cost of right-of-use assets includes the amount of lease liabilities recognised, initial direct costs incurred, lease payments made at or before the commencement date less any lease incentives received and the estimate of costs to be incurred to restore the leased asset. Right-of-use assets are depreciated on a straight-line basis over the shorter of the lease term and the estimated useful lives of the assets, as follows:

- Office equipment - 3 to 5 years,
- Land improvements - 4 years.

The right-of-use assets are also subject to impairment. Refer to the accounting policies in section (6) Impairment of non-financial assets.

ii) Lease liabilities

At the commencement date of the lease, the Council recognises lease liabilities measured at the present value of lease payments to be made over the lease term. In calculating the present value of lease payments, the Council uses its incremental borrowing rate or the interest rate implicit in the lease.

11 Goods and Services Tax

In accordance with UIG Abstract 1031 *Accounting for the Goods & Services Tax*

- Receivables and creditors include GST receivable and payable,
- Except in relation to input taxed activities, revenues and operating expenditures exclude GST receivable and payable,
- Non-current assets and capital expenditures include GST net of any recoupment, and
- Amounts included in the Statement of Cash Flows are disclosed on a gross basis.

12 New accounting standards

New and amended standards and interpretations

Adoption of AASB 15 Revenue from Contracts with Customers and AASB 1058 Income of Not-for-Profit Entities

The Council applied AASB 15 and AASB 1058, for the first time from 1 July 2019. AASB 1058 clarifies and simplifies the income recognition requirements that apply to not-for-profit (NFP) entities, in conjunction with AASB 15. These Standards supersede the NFP income recognition requirements previously in AASB 1004 *Contributions* (with the exception of certain matters relating to public sector NFP entities) as well as current revenue recognition guidance including AASB 118 *Revenue*, AASB 111 *Construction Contracts* and the related Interpretations. The timing of income recognition depends on whether such a transaction gives rise to a liability or other performance obligation (a promise to transfer a good or service). Details of the accounting policy adopted for these standards can be found in Note 1 Significant Accounting Policies. The Council has elected to adopt the modified retrospective method on transition to the new standards with an initial application date of 1 July 2019. The cumulative effect of initially applying AASB 15 and AASB 1058 is recognised at the date of initial application as an adjustment to the opening balance of Accumulated Surplus. Therefore, the comparative information was

Notes to and forming part of the Financial Statements for the year ended 30 June 2020

Note 1 - Significant accounting policies (continued)

not restated and continues to be reported under AASB 111, AASB 118, AASB 1004 and related Interpretations.

The Council has determined the impact of the new standards will mainly impact the timing of revenue recognition in relation to special purpose grants. These grants are provided to the Council to construct or acquire an asset to be controlled by the Council. They are accounted for under AASB 1058 and as such, amounts received in relation to these grants are recorded as a liability "Amounts in Advance" and recorded in revenue as the asset is constructed. The impact of adopting the new standards as at 1 July 2019 was an increase to liabilities of nil and a decrease to Accumulated Surplus of nil.

Set out below are the amounts by which each financial statement line item is affected as at and for the year ended 30 June 2020 as a result of the adoption of AASB 15 and AASB 1058.

The first column shows amounts prepared under AASB 15 and AASB 1058 and the second column shows what the amounts would have been had AASB 15 and AASB 1058 not been adopted:

| | Amounts prepared under | |
|-------------------------------------|------------------------|---------------------|
| | AASB 15/1058 \$'000 | Previous AAS \$'000 |
| Grants, subsidies and contributions | 4,227 | 4,234 |

Adoption of AASB Leases (AASB 16)

The Council applied AASB 16 for the first time from 1 July 2019. AASB 16 supersedes AASB 117 Leases, Interpretation 4 Determining whether an Arrangement contains a Lease and other related Interpretations. The standard sets out the principles for the recognition, measurement, presentation and disclosure of leases and requires lessees to recognise most leases on the balance sheet under a single on-balance sheet model. The Council has lease contracts for various items of plant, equipment, and computers. Before the adoption of AASB 16, the Council classified

each of its leases (as lessee) at the inception date as either a finance lease or an operating lease.

The Council adopted AASB 16 using the modified retrospective method of adoption. Under this method, the standard has been applied retrospectively with the cumulative effect of initially applying the standard recognised as an adjustment to the opening balance of Accumulated Surplus as at 1 July 2019 and comparatives have not been restated.

The Council recognised right-of-use assets and lease liabilities for those leases previously classified as operating leases, except for short-term leases with lease terms that end within 12 months of the date of initial application and leases of low-value assets. The right-of-use assets for all leases were recognised based on the amount equal to the lease liabilities. No adjustments were needed for any previously recognised prepaid or accrued lease expenses as there were none. Lease liabilities were recognised based on the present value of the remaining lease payments, discounted using the incremental borrowing rate at the date of initial application.

The effect of adoption AASB 16 as at 1 July 2019 (increase / (decrease)) is, as follows:

| Assets | \$'000 |
|---------------------------------|--------|
| IPP&E (right-of-use asset) | 485 |
| IPP&E (cumulative depreciation) | (114) |
| Total assets | 370 |

| Liabilities | \$'000 |
|---------------------------------------|--------|
| Interest-bearing loans and borrowings | 367 |
| Total liabilities | 367 |
| Accumulated Surplus | 3 |

Notes to and forming part of the Financial Statements for the year ended 30 June 2020

Note 1 - Significant accounting policies (continued)

The lease liabilities as at 1 July 2019 can be reconciled to the operating lease commitments as of 30 June 2019, as follows:

| | \$'000 |
|---|--------|
| Operating lease commitments as at 30 June 2019 | 382 |
| Effect of discounting using the weighted average incremental borrowing rate as at 1 July 2019 of 2.5% | (15) |
| Lease liabilities as at 1 July 2019 | 367 |

Council has considered the consequences of COVID-19 and other events and conditions, and it has determined that they do not create a material uncertainty that casts significant doubt upon the Council's ability to continue as a going concern.

13 Impact of COVID-19

The COVID-19 pandemic has impacted the 2019/20 financial statements, which may impact on the comparability of some line items and amounts reported in this financial report.

The financial impacts are a direct result of either Council's response to the pandemic or due to the mandatory shut downs as directed by the Australian Government and the advice from the Australian Government Department of Health and SA Health.

The impacts on the Council's financial performance and financial position are outlined below:

- Decrease in rates revenue of approximately \$176,000 due to the reduction of commercial rates.
- Decrease in users charges of approximately \$41,000 due to the closures of sporting facilities, venues that are hired to the community.
- Costs of \$64,000 related to labour hire program to support people affected by COVID-19, and
- Additional costs of \$343,000 associated with funding for community programs.

Council estimates that the reduction in revenue and increase in expenditure resulted in a decrease of approximately \$624,000 in the 2019/20 net surplus. It is expected that further financial impacts, though not significant to its financial position, will flow into the 2020/21 financial year.

Notes to and forming part of the Financial Statements for the year ended 30 June 2020

Note 2 - Income

| | Notes | 2020 \$'000 | 2019 \$'000 |
|--|-------|----------------|----------------|
| RATES REVENUES | | | |
| General rates | | 21,313 | 20,434 |
| Less: Mandatory rebates | | (222) | (211) |
| Less: Discretionary rebates, remissions & write offs | | (158) | (29) |
| Total general rates | | 20,933 | 20,194 |
| Other rates (including service charges) | | | |
| Natural Resource Management levy | | 1,151 | 1,087 |
| Other charges | | | |
| Penalties for late payment | | 18 | 79 |
| Legal & other costs recovered | | 36 | 72 |
| Total rates revenue | | 22,138 | 21,432 |
| STATUTORY CHARGES | | | |
| Development Act fees | | 91 | 77 |
| Town planning fees | | 162 | 126 |
| Health & septic tank inspection fees | | - | 1 |
| Animal registration fees & fines | | 182 | 157 |
| Parking fines / expiation fees | | 13 | 16 |
| Other licences, fees & fines | | 75 | 49 |
| Total statutory charges | | 523 | 426 |
| USER CHARGES | | | |
| Cemetery/crematoria fees | | 820 | 764 |
| Green waste collection | | 528 | 495 |
| Landfill charges | | 3,044 | 2,824 |
| Hall & equipment hire | | 241 | 346 |
| Sales - general | | 104 | 158 |
| Sales - Waste Transfer Station | | 426 | 220 |
| Bus ticketing | | 155 | 214 |
| Total user charges | | 5,318 | 5,021 |
| INVESTMENT INCOME | | | |
| Interest on investments | | | |
| Local Government Finance Authority | | 53 | 84 |
| Banks & other | | 2 | 2 |
| Total investment income | | 55 | 86 |
| REIMBURSEMENTS | | | |
| Reimbursements - private works | | 33 | 12 |
| Reimbursements - other | | 5 | 7 |
| Total reimbursements | | 38 | 19 |

Notes to and forming part of the Financial Statements for the year ended 30 June 2020

Note 2 - Income (continued)

| | Notes | 2020 \$'000 | 2019 \$'000 |
|---|-------|----------------|----------------|
| OTHER INCOME | | | |
| Insurance & other recoupments (infrastructure, property, plant & equipment) | | 99 | 149 |
| Donations | | 92 | 56 |
| Other income - sundry | | 248 | 212 |
| Total other income | | 439 | 417 |
| GRANTS, SUBSIDIES, CONTRIBUTIONS | | | |
| Amounts received for new or upgraded assets | | - | 105 |
| Other grants, subsidies and contributions | | | |
| Untied - Financial Assistance Grant | | 3,593 | 3,952 |
| Roads to Recovery | | 360 | 171 |
| Library & communications | | 88 | 181 |
| Grants, subs, contributions - sundry | | 186 | 131 |
| Subtotal - other grants, subsidies and contributions | | 4,227 | 4,435 |
| Total grants, subsidies, contributions | | 4,227 | 4,540 |
| Sources of grants | | | |
| Commonwealth government | | 365 | 190 |
| State government | | 3,681 | 4,309 |
| Other | | 181 | 41 |
| | | 4,227 | 4,540 |
| The functions to which these grants relate are shown in Note 11. | | | |
| Conditions over grants & contributions | | | |
| Grants and contributions which were obtained on the condition that they be expended for specified purposes or in a future period, but which are not yet expended in accordance with those conditions, are as follows: | | | |
| Unexpended at the close of the previous reporting period | | 98 | 250 |
| Less: expended during the current period from revenues recognised in previous reporting periods | | | |
| Rail Trail | | (98) | (152) |
| Subtotal | | (98) | (152) |
| Plus: amounts recognised as revenues in this reporting period but not yet expended in accordance with the conditions | | | |
| Unexpended at the close of this reporting period | | - | 98 |
| Net increase / (decrease) in assets subject to conditions in the current reporting period | | (98) | (152) |
| PHYSICAL RESOURCES RECEIVED FREE OF CHARGE | | | |
| Land - free of charge | | - | 6 |
| Footpaths & kerbing - free of charge | | 396 | 34 |
| Roads - free of charge | | 336 | 44 |
| Riddoch collection - free of charge | | 5 | 75 |
| Total physical resources received free of charge | | 737 | 159 |

Notes to and forming part of the Financial Statements for the year ended 30 June 2020

Note 3 - Expenses

| | Notes | 2020 \$'000 | 2019 \$'000 |
|---|-------|----------------|----------------|
| EMPLOYEE COSTS | | | |
| Salaries and wages | | 9,689 | 9,331 |
| Employee leave expense | | 1,144 | 1,103 |
| Superannuation | 17 | 1,106 | 1,072 |
| Workers' compensation insurance | | 262 | 269 |
| Operating employee costs - other | | 29 | 25 |
| Total operating employee costs | | 12,230 | 11,800 |
| <i>Total number of employees expressed in full time equivalents</i> | | | |
| | | 132 | 127 |
| MATERIALS, CONTRACTS & OTHER EXPENSES | | | |
| Prescribed expenses | | | |
| Auditor's remuneration | | | |
| Auditing the financial reports | | 26 | 26 |
| Bad and doubtful debts | | 79 | 11 |
| Elected members' expenses | | 231 | 234 |
| Election expenses | | 9 | 119 |
| Subtotal - Prescribed expenses | | 345 | 390 |
| Other materials, contracts & expenses | | | |
| Contractors | | 3,179 | 2,377 |
| Repairs & maintenance | | 1,129 | 1,162 |
| Contributions / donations | | 1,370 | 851 |
| Energy | | 729 | 877 |
| Insurance | | 325 | 276 |
| Levies paid to government - EPA, ESL & dog levies | | 1,650 | 1,292 |
| NRM levy expense | | 1,142 | 1,087 |
| Materials | | 895 | 981 |
| Training | | 173 | 196 |
| Water | | 137 | 185 |
| Communication | | 276 | 272 |
| Consultants | | 383 | 706 |
| Licences and subscriptions | | 275 | 605 |
| Sundry expenses | | 1,255 | 715 |
| Subtotal - Other materials, contracts & expenses | | 12,918 | 11,582 |
| | | 13,263 | 11,972 |

Notes to and forming part of the Financial Statements for the year ended 30 June 2020

Note 3 - Expenses (continued)

| | Notes | 2020 \$'000 | 2019 \$'000 |
|--|-------|----------------|----------------|
| DEPRECIATION, AMORTISATION & IMPAIRMENT | | | |
| Depreciation | | | |
| Depr buildings & other structures | | 2,353 | 2,346 |
| Depr waste management | | 698 | 902 |
| Infrastructure | | | |
| Depr stormwater drainage | | 103 | 102 |
| Depr bridges | | - | 2 |
| Depr footpaths & kerbing | | 1,111 | 1,073 |
| Depr roads | | 1,767 | 1,700 |
| Depr carparks | | 259 | 256 |
| Depr right-of-use assets | | 143 | - |
| Depr plant & equipment | | 709 | 596 |
| Depr office equipment | | 166 | 148 |
| Depr other | | 316 | 299 |
| Impairment of derecognised assets | | 327 | - |
| | | 7,952 | 7,424 |
| Less: Impairment expense offset to asset revaluation reserve | 9 | (327) | - |
| | | 7,625 | 7,424 |
| FINANCE COSTS | | | |
| Interest on loans | | 183 | 161 |
| Unwinding of present value discounts | | (13) | 42 |
| | | 170 | 203 |

Note 4 - Gain / (loss) on asset disposal

| | Notes | 2020 \$'000 | 2019 \$'000 |
|---|-------|----------------|----------------|
| INFRASTRUCTURE, PROPERTY, PLANT & EQUIPMENT | | | |
| Assets renewed or directly replaced | | | |
| Proceeds from disposal | | 385 | 359 |
| Less: Carrying amount of assets sold | | (266) | (324) |
| Gain / (loss) on disposal | | 119 | 35 |
| Asset surplus to requirements | | | |
| Proceeds from disposal | | 72 | - |
| Less: Carrying amount of assets sold | | (144) | - |
| Gain / (loss) on disposal | | (72) | - |
| FAIR VALUE ADJUSTMENTS | | | |
| Impairment of disposed assets | | (519) | (629) |
| Total fair value adjustments | | (519) | (629) |
| Net gain/(loss) on disposal or revaluation of assets | | (472) | (594) |

Notes to and forming part of the Financial Statements for the year ended 30 June 2020

Note 5 - Current assets

| | Notes | 2020 \$'000 | 2019 \$'000 |
|--------------------------------------|-------|----------------|----------------|
| CASH & CASH EQUIVALENTS | | | |
| Cash on hand and at bank | | 760 | 515 |
| Deposits at call | | 3,604 | 4,788 |
| Short term deposits & bills, etc | | 42 | 766 |
| | | 4,406 | 6,069 |
| TRADE & OTHER RECEIVABLES | | | |
| Rates - general & other | | 932 | 742 |
| Interest receivable | | 1 | 4 |
| Debtors - general | | 1,058 | 1,045 |
| Prepayments | | 138 | 112 |
| Loans to community organisations | | - | 18 |
| Total | | 2,129 | 1,921 |
| Less: Allowance for doubtful debts | | (95) | (54) |
| | | 2,034 | 1,867 |
| INVENTORIES | | | |
| Stores & materials | | 44 | 18 |
| Trading stock | | 11 | 9 |
| | | 55 | 27 |

Note 6 - Non-current assets

| | Notes | 2019 \$'000 | 2018 \$'000 |
|---------------------------|-------|----------------|----------------|
| INVENTORIES | | | |
| Capital works-in-progress | | 2,581 | 789 |
| | | 2,581 | 789 |

Notes to and forming part of the Financial Statements for the year ended 30 June 2020

Note 7 - Infrastructure, property, plant and equipment

| | Fair value level | 2019 \$'000 | | | | | 2020 \$'000 | | | | |
|--|------------------|----------------|---------------|--------------------------|-----------------|----------------|----------------|------------------|--------------------------|-----------------|--|
| | | At fair value | At cost | Accumulated depreciation | Carrying amount | | At fair value | At cost | Accumulated depreciation | Carrying amount | |
| Land | 2 | 10,063 | - | - | 10,063 | 15,601 | - | - | 15,601 | | |
| Land | 3 | 41,590 | 367 | - | 41,957 | 37,683 | - | - | 37,683 | | |
| Buildings & other structures | 2 | 976 | 9 | (81) | 904 | 2,025 | - | - | 2,025 | | |
| Buildings & other structures | 3 | 96,074 | 2,860 | (36,058) | 62,876 | 106,325 | - | (49,505) | 56,820 | | |
| Waste Management | 3 | 7,734 | 2,084 | (7,428) | 2,390 | 9,930 | - | (8,125) | 1,805 | | |
| Infrastructure | | | | | | | | | | | |
| Stormwater drainage | 3 | 7,185 | 68 | (2,088) | 5,165 | 8,022 | - | (2,239) | 5,783 | | |
| Footpaths & kerbing | 3 | 70,653 | 1,327 | (17,581) | 54,399 | 74,206 | - | (18,672) | 55,534 | | |
| Roads | 3 | 62,922 | 1,709 | (16,783) | 47,848 | 67,385 | - | (18,474) | 48,911 | | |
| Carparks | 3 | 10,230 | 206 | (2,348) | 8,088 | 10,451 | - | (2,608) | 7,843 | | |
| Right-of-use assets | | - | - | - | - | - | 515 | (143) | 372 | | |
| Plant & equipment | | - | 8,154 | (2,666) | 5,488 | - | 8,609 | (2,569) | 6,040 | | |
| Office equipment | | - | 1,668 | (1,216) | 452 | - | 2,019 | (1,398) | 621 | | |
| Riddoch collection | 3 | 3,509 | - | - | 3,509 | 3,515 | - | - | 3,515 | | |
| Other | | - | 3,412 | (1,799) | 1,613 | - | 3,946 | (2,237) | 1,709 | | |
| Total infrastructure, property, plant & equipment | | 310,936 | 21,864 | (88,048) | 244,752 | 335,143 | 15,089 | (105,970) | 244,262 | | |
| Comparatives | | 311,536 | 16,130 | (81,859) | 245,807 | 310,936 | 21,864 | (88,048) | 244,752 | | |

Notes to and forming part of the Financial Statements for the year ended 30 June 2020

Note 7 - Infrastructure, property, plant and equipment (continued)

| | Carrying amount movements during year | | | | | | | | | | | 2020 \$'000 |
|---|---------------------------------------|--------------|--------------|--------------|----------------|----------------|---------------|-----------------|--------------------|--|--------------------|----------------|
| | \$'000 | | | | | | | | | | Carrying amount | |
| | 2019 \$'000 | Additions | | Disposals | Depreciation | Impairment | Transfers | | Net revaluation | | | |
| Carrying amount | New/ upgrade | Renewals | | | | In | Out | | | | | |
| Land - Level 2 | 10,063 | - | - | (220) | - | - | 6,251 | - | (493) | | 15,601 | |
| Land - Level 3 | 41,957 | - | - | - | - | - | - | (6,257) | 1,983 | | 37,683 | |
| Buildings & other structures - Level 2 | 904 | 122 | 175 | (63) | (673) | - | 3,375 | - | (1,815) | | 2,025 | |
| Buildings & other structures - Level 3 | 62,876 | 344 | 385 | - | (1,680) | (1,560) | 47 | (5,192) | 1,600 | | 56,820 | |
| Waste Management Infrastructure | 2,390 | 151 | - | - | (698) | - | - | - | (38) | | 1,805 | |
| Stormwater drainage | 5,165 | - | 14 | - | (103) | - | 707 | - | - | | 5,783 | |
| Footpaths & kerbing | 54,399 | 851 | 444 | (72) | (1,111) | - | 1,023 | - | - | | 55,534 | |
| Roads | 47,848 | 336 | 2,732 | (238) | (1,767) | - | - | - | - | | 48,911 | |
| Carparks | 8,088 | 14 | - | - | (259) | - | - | - | - | | 7,843 | |
| Right-of-use assets | - | 515 | - | - | (143) | - | - | - | - | | 372 | |
| Plant & equipment | 5,488 | 522 | 1,220 | (337) | (709) | - | 123 | (267) | - | | 6,040 | |
| Office equipment | 452 | 113 | 177 | - | (166) | - | 45 | - | - | | 621 | |
| Riddoch collection | 3,509 | 6 | - | - | - | - | - | - | - | | 3,515 | |
| Other | 1,613 | 41 | 226 | - | (316) | - | 453 | (308) | - | | 1,709 | |
| | 244,752 | 3,015 | 5,373 | (930) | (7,625) | (1,560) | 12,024 | (12,024) | 1,237 | | 244,262 | |
| Comparatives | 245,807 | 3,241 | 4,025 | (953) | (7,424) | - | 90 | (90) | 56 | | 244,752 | |

Notes to and forming part of the Financial Statements for the year ended 30 June 2020

Note 7 - Infrastructure, property, plant and equipment (continued)

Valuation of Assets

General Valuation Principles

Accounting procedure:

Upon revaluation, the current new replacement cost and accumulated depreciation are re-stated such that the difference represents the fair value of the asset determined in accordance with AASB 13 *Fair Value Measurement*: accumulated depreciation is taken to be the difference between current new replacement cost and fair value. In the case of land, revaluations and additions are recorded per the Valuer General's valuation.

Highest and best use:

For land which Council has an unfettered right to sell, the "highest and best use" recognises the possibility of the demolition or substantial modification of some or all of the existing buildings and structures affixed to the land.

Much of the land under Council's care and control is Crown land or has been declared as community land under the provisions of the *Local Government Act 1999*. Other types of restrictions also exist.

For land subject to these restrictions, the highest and best use is taken to be the "highest and best use" available to Council, with a rebuttable presumption that the current use is the "highest and best use". The reason for the current use of a large proportion of Council's assets being other than the "highest and best use" relates to Council's principal role as the provider of services to the community, rather than the use of those assets for the generation of revenue.

For buildings and other structures on and in the land, including infrastructure, "highest and best use" is determined in accordance with the land on and in which they are situated.

Fair value hierarchy level 2 valuations

Certain land, and the buildings and structures thereon, are shown above as being based on fair value hierarchy level 2 valuation inputs. They are based on prices for similar assets in an active market, with directly or indirectly observable adjustments for specific advantages or disadvantages attaching to the particular asset.

Fair value hierarchy level 3 valuations of land

Valuations of Crown land, community land and land subject to other restrictions on use or disposal, shown above as being based on fair value hierarchy level 3 valuation inputs, are based on prices for similar assets in an active market, but include adjustments for specific advantages or disadvantages attaching to the particular asset that are not directly or indirectly observable in that market, or the number and / or amount of observable adjustments of which are so great that the valuation is more fairly described as being based on level 3 valuation inputs.

Fair value hierarchy level 3 valuations of buildings, infrastructure and other assets

There is no known market for these assets and they are valued at depreciated current replacement cost. This method involves:

- The determination of the cost to construct the asset (or its modern engineering equivalent) using current prices for materials and labour, the quantities of each being estimated based on recent experience of this or similar Councils, or on industry construction guides where these are more appropriate.
- The calculation of the depreciation that would have accumulated since original construction using current estimates of residual value and useful life under the prime cost depreciation method adopted by Council.

This method has significant inherent uncertainties, relying on estimates of quantities of materials and labour, residual values and useful lives, and the possibility of changes in prices for materials and labour, and the potential for development of more efficient construction techniques. Accordingly, formal sensitivity analysis does not provide useful information.

Transfers between fair value hierarchy levels

In the course of revaluing land, buildings and other structures, waste management and infrastructure asset classes, the nature of the inputs applied was reviewed in detail for each asset and where necessary, the asset reassigned to the appropriate fair value hierarchy level. Such transfers take effect as at the date of the revaluation.

Notes to and forming part of the Financial Statements for the year ended 30 June 2020

Note 7 - Infrastructure, property, plant and equipment (continued)

Valuation of Assets (continued)

Capitalisation thresholds used by Council for a representative range of assets are shown below. No capitalisation threshold is applied to the acquisition of land or interests in land or the Riddoch art collection.

| | |
|---|---------|
| Office furniture & equipment | \$1,000 |
| Other plant & equipment | \$5,000 |
| Buildings - new construction/extensions | \$5,000 |
| Park & playground furniture & equipment | \$1,000 |
| Road construction & reconstruction | \$5,000 |
| Paving & footpaths, kerbs & gutters | \$5,000 |
| Stormwater & drainage | \$5,000 |
| Waste management | \$5,000 |

These thresholds are indicative only and where an asset is material by its nature rather than value, the capitalisation threshold may be a lesser amount.

Estimated useful lives

Useful lives are estimated for each individual asset. In estimating useful lives, regard is given to technical and commercial obsolescence, as well as legal and other limitations on continued use. The range of useful lives for a representative range of assets is shown below, although individual assets may have an estimated total useful life of a greater or lesser amount. The useful life represents Council's expected availability for use and is in line with Council's planned replacement schedules.

| | |
|--|------------------|
| Land | indefinite |
| Building & other structures | |
| Buildings - structure | 60 to 100 years |
| Buildings - roofing | 40 to 50 years |
| Buildings - services | 40 to 60 years |
| Buildings - fit-out | 15 to 25 years |
| Park shelters & other structures | 20 to 30 years |
| Playground equipment | 20 to 30 years |
| Benches, seats, etc. | 10 to 30 years |
| Waste management | |
| Landfill assets | capacity in use |
| Infrastructure | |
| Sealed roads - seal | 12 to 40 years |
| Sealed roads - pavements | 30 to 75 years |
| Sealed roads - sub pavements | 120 to 150 years |
| Unsealed roads | 10 to 20 years |
| Bridges | 50 years |
| Footpaths | 10 to 70 years |
| Kerbing & channels | 40 to 70 years |
| Stormwater drainage | 70 years |
| Plant & equipment | |
| Staff vehicles | 2 years |
| Trucks | 5 to 25 years |
| Rollers, loaders, graders & tractors | 10 to 25 years |
| Sundry plant | 2 to 15 years |
| Office equipment | |
| IT hardware & equipment | 3 to 10 years |
| Software | 3 to 7 years |
| Other assets | |
| Library books | 10 to 15 years |
| Artworks | indefinite |
| Right-of-use-assets (refer Note 16) | 3 to 5 years |

Notes to and forming part of the Financial Statements for the year ended 30 June 2020

Note 7 - Infrastructure, property, plant and equipment (continued)

Land

Council has formed the opinion that it is not possible to reliably measure the fair value of land under roads and therefore does not recognise land under roads. Land acquired for road purposes during the year is initially recognised at cost, but transferred to fair value at the reporting date, effectively writing off the expenditure.

Freehold land and land over which Council has control, but does not have title, is recognised on the cost basis. No capitalisation threshold is applied to the acquisition of land or interests in land.

Land is revalued every second year (lastly in 2020) based on Valuer General's valuations provided to Council.

Buildings and other structures

Buildings and other structures were revalued as at 30 June 2020 by Mitch Ekonomopoulos of AssetVal Pty Ltd. Revaluations occur every four years. All additions are initially recorded at cost, which values are assumed to be a reasonable approximation of the fair values and classified at fair value.

Infrastructure

Infrastructure assets includes stormwater drainage, footpath and kerbing, roads and carpark assets. Infrastructure assets were valued by Council officers at depreciated current replacement cost during the reporting period ended 30 June 2018, based on actual costs incurred during the reporting periods ended 30 June 2018. Revaluation occurs every three years. All additions are initially recorded at cost, which values are assumed to be a reasonable approximation of the fair values and classified at fair value.

Waste management - landfill

Landfill remediation and cell development assets are amortised on a consumption basis over the individual landfill cell's capacity to receive waste. At the time of construction of a cell, Council includes the present value of estimated costs to cap and close the cell into the landfill cell. This estimate is offset by the recognition of a provision. This recognition of the capping costs is amortised in line with the consumption of the landfill cell's capacity used in any one year. Revaluation of the landfill occurs annually.

Plant and equipment and office equipment

These assets are recognised at historical cost and depreciated over its expected useful life.

Riddoch art collection

The Riddoch art collection was revalued as at 30 June 2018 by Simon Storey Art and Cultural Collection Valuers. These assets are not depreciated and are revalued every four years.

Other assets

These assets, including land improvements and library books, are recognised at historical cost. Library books and other lending materials are capitalised in bulk each year and written off when fully depreciated.

Notes to and forming part of the Financial Statements for the year ended 30 June 2020

Note 8 - Liabilities

| | Notes | 2020 \$'000 | 2019 \$'000 |
|--|-------|----------------|----------------|
| TRADE & OTHER PAYABLES | | | |
| Goods & services | | 1,846 | 1,974 |
| Payments received in advance | | 291 | 410 |
| Accrued expenses - employee entitlements | | 558 | 491 |
| Accrued expenses - other | | 32 | 86 |
| Deposits, retentions & bonds | | 21 | 55 |
| Other payables | | 101 | 1 |
| Total trade & other payables | | 2,849 | 3,017 |
| BORROWINGS Current | | | |
| Loans current | | 206 | 195 |
| Lease liability current | 14 | 352 | - |
| Total borrowings current | | 558 | 195 |
| BORROWINGS Non-current | | | |
| Loans non-current | | 2,171 | 2,377 |
| Lease liability non-current | 14 | 18 | - |
| Total borrowings non-current | | 2,189 | 2,377 |
| <i>All interest bearing liabilities are secured over the future revenues of the Council.</i> | | | |
| PROVISIONS Current | | | |
| Employee entitlements (including oncosts) | | 2,557 | 2,338 |
| Total provisions current | | 2,557 | 2,338 |
| PROVISIONS Non-current | | | |
| Employee entitlements (including oncosts) | | 191 | 162 |
| Future reinstatement / restoration, etc. | | 3,672 | 3,488 |
| Other provisions non-current | | - | - |
| Total provisions non-current | | 3,863 | 3,650 |

Notes to and forming part of the Financial Statements for the year ended 30 June 2020

Note 9 - Reserves

| Asset Revaluation Reserve 2020 | Opening \$'000 | Net increments (decrements) \$'000 | Transfers, impairments \$'000 | Closing \$'000 |
|----------------------------------|-------------------|--|-------------------------------------|-------------------|
| Land | 41,311 | 1,490 | - | 42,801 |
| Buildings & structures | 56,391 | (1,848) | (1,233) | 53,310 |
| Waste management | 2,964 | (38) | - | 2,926 |
| Infrastructure | 69,003 | 1,633 | - | 70,636 |
| Plant & equipment | 770 | - | - | 770 |
| Minor plant | 34 | - | - | 34 |
| Other assets | 4,985 | - | - | 4,985 |
| TOTAL | 175,458 | 1,237 | (1,233) | 175,462 |
| <i>Comparatives 30 June 2019</i> | <i>147,402</i> | <i>56</i> | <i>-</i> | <i>147,458</i> |

| Other Reserves 2020 | Opening \$'000 | Transfers to reserve \$'000 | Transfers from reserve \$'000 | Closing \$'000 |
|----------------------------------|-------------------|-----------------------------------|-------------------------------------|-------------------|
| Mount Gambier Cemetery | 711 | - | - | 711 |
| Mayor Christmas Appeal | 46 | 11 | - | 57 |
| Christmas Parade | 8 | - | (8) | - |
| Junior Sports Assistance Fund | 95 | 11 | - | 106 |
| Total | 860 | 22 | (8) | 874 |
| <i>Comparatives 30 June 2019</i> | <i>847</i> | <i>13</i> | <i>-</i> | <i>860</i> |

Purposes of reserves

Asset Revaluation Reserve

The asset revaluation reserve is used to record increments and decrements arising from changes in fair value of non-current assets (less any subsequent impairment losses, where applicable).

Other Reserves

Other reserves are used when reserves are maintained for the purpose of specific Council committees or for committed funds of Council.

Mount Gambier Cemetery

The Mount Gambier cemetery reserve represents funds that have been separated for any development works or projects that may be required at the Carinya Gardens cemetery and crematorium.

Mayor's Community Appeal

The Mayor's Christmas Appeal reserve represents bank funds and payables of the City of Mount Gambier related to the Mayor Christmas Appeal and to be used for that purpose.

Christmas Parade

The Christmas Parade reserve represents bank funds and payables of the City of Mount Gambier related to the Christmas Parade and to be used for that purpose.

Junior Sports Assistance Fund

The Junior Sports Assistance Fund reserve represents bank funds and payables of the City of Mount Gambier related to the Junior Sports Assistance Fund and to be used for that purpose.

Notes to and forming part of the Financial Statements for the year ended 30 June 2020

Note 10 - Reconciliation of Cash Flow Statement

(a) Reconciliation of cash

Cash assets comprise highly liquid investments with short periods to maturity subject to insignificant risk of changes of value. Cash at the end of the reporting period as shown in the Cash Flow Statement is reconciled to the related items in the Statement of Financial Position as follows:

| | Notes | 2020 \$'000 | 2019 \$'000 |
|---|-------|----------------|----------------|
| Total cash & equivalent assets | 5 | 4,406 | 6,069 |
| Balances per Cash Flow Statement | | 4,406 | 6,069 |
| (b) Reconciliation of change in Net assets to Cash flows from operating activities | | | |
| Net surplus / (deficit) | | (285) | 107 |
| Non-cash items in Income Statement | | | |
| Depreciation, amortisation & impairment | 3 | 7,625 | 7,424 |
| Net increase / (decrease) in unpaid employee benefits | | 315 | 137 |
| Premiums & discounts recognised & unwound | 3 | (13) | 42 |
| Non-cash asset acquisitions | 2 | (737) | (159) |
| Grants for capital acquisitions treated as Investing Activity | 2 | - | (105) |
| Net (gain) / loss on disposals | 4 | 472 | 594 |
| | | 7,377 | 8,040 |
| Add / (less): Changes in net current assets | | | |
| Net (increase) / decrease in receivables | | (186) | (360) |
| Net (increase) / decrease in inventories | | (28) | (512) |
| Net increase / (decrease) in trade & other payables | | (269) | 309 |
| Net increase / (decrease) in other provisions | | 219 | - |
| Net increase / (decrease) in other reserves | | 14 | 13 |
| Net cash provided by (or used in) operations | | 7,127 | 7,490 |
| (c) Non-Cash Financing and Investing Activities | | | |
| Acquisition of assets by means of: | | | |
| Physical resources received free of charge | 2 | 737 | 159 |
| (d) Financing arrangements | | | |
| Unrestricted access was available at balance date to the following lines of credit: | | | |
| Bank overdrafts | | 250 | 250 |
| Corporate credit cards | | 30 | 30 |
| LGFA Cash Advance Debenture facility | | 10,000 | 10,000 |

The bank overdraft facilities may be drawn at any time and may be terminated by the bank without notice.

Notes to and forming part of the Financial Statements for the year ended 30 June 2020

Note 11 - Functions

| | Incomes, expenses and assets have been directly attributed to the following functions & activities | | | | | | | | | |
|-----------------------------------|--|----------------|----------------|----------------|-----------------------------|----------------|---------------------------|----------------|---|----------------|
| | Income | | Expenses | | Operating surplus (deficit) | | Grants included in income | | Total assets held (current & non-current) | |
| | 2020 \$'000 | 2019 \$'000 | 2020 \$'000 | 2019 \$'000 | 2020 \$'000 | 2019 \$'000 | 2020 \$'000 | 2019 \$'000 | 2020 \$'000 | 2019 \$'000 |
| Administration / Support Services | 24,718 | 24,675 | 6,018 | 5,936 | 18,700 | 18,739 | 3,395 | 3,952 | 21,621 | 20,097 |
| Community Support | 847 | 857 | 2,016 | 2,233 | (1,169) | (1,376) | - | 3 | 21,149 | 22,975 |
| Culture | 517 | 617 | 4,097 | 3,681 | (3,580) | (3,064) | 255 | 225 | 27,277 | 27,243 |
| Economic development | 229 | 310 | 2,530 | 2,450 | (2,301) | (2,140) | - | 17 | 4,105 | 4,576 |
| Environment | 5,377 | 4,655 | 8,328 | 8,176 | (2,951) | (3,521) | 127 | 67 | 10,957 | 11,157 |
| Recreation | 93 | 128 | 4,277 | 3,664 | (4,184) | (3,536) | - | - | 56,741 | 57,754 |
| Regulatory services | 520 | 370 | 1,285 | 1,140 | (765) | (770) | - | - | 19 | - |
| Transport | 455 | 185 | 3,504 | 3,270 | (3,049) | (3,085) | 450 | 171 | 103,115 | 101,930 |
| Engineering / Indirect | (46) | - | 1,212 | 796 | (1,258) | (796) | - | - | 8,273 | 7,772 |
| Unclassified activities | 28 | 39 | 21 | 53 | 7 | (14) | - | - | 81 | - |
| TOTALS | 32,738 | 31,836 | 33,288 | 31,399 | (550) | 437 | 4,227 | 4,435 | 253,338 | 253,504 |

Revenues and expenses exclude net gain / (loss) on disposal or revaluation of assets, amounts received specifically for new or upgraded assets and physical resources received free of charge.

The allocation to functions has been reviewed to reflect the Council's Grants Commission reporting rather than Council's historical internal allocation and therefore the 2019 comparisons differ from those reported in 2019.

Notes to and forming part of the Financial Statements for the year ended 30 June 2020

Note 11 - Functions (continued)

Components of functions

The activities relating to Council functions are as follows:

Administration / Support services

Governance, elected members, organisational, support services, accounting / finance, payroll, human resources, information technology, communication, rates administration, records, occupancy, customer service, other support services, revenues, separate and special rates.

Community support

Public order and safety, crime prevention, emergency services, other fire protection, other public order and safety, health services, pest control – health, immunisation, preventive health services, other health services, community support, senior citizens facilities, children and youth services, community assistance, other community support, community amenities, bus shelters, cemeteries / crematoria, public conveniences, car parking – non-fee-paying and other community amenities.

Culture

Library services, other library services, cultural services, cultural venues, heritage, museums and art galleries and other cultural services.

Economic development

Regional development, tourism, visitor information and other economic development.

Environment

Animal/plant boards, waste management, domestic waste, green waste, recycling, transfer station, other waste management, other environment, stormwater and drainage, street cleaning, street lighting, street-scaping, Natural Resource Management levy, and other environment.

Recreation

Parks and gardens, sports facilities – indoor, sports facilities – outdoor, swimming centres – Outdoor, and other recreation.

Regulatory services

Dog and cat control, building control, town planning, clean air/pollution control, litter control, health inspection, parking control, and other regulatory services.

Transport

Footpaths and kerbing, roads – sealed, roads – formed, roads – natural formed, roads – unformed, traffic management and other transport.

Unclassified activities

Finance charges and investment revenue, private works and sundry property maintenance.

Engineering / indirect

Depot management, indirect and general plant cost not included in other functions.

Notes to and forming part of the Financial Statements for the year ended 30 June 2020

Note 12 - Financial instruments

All financial instruments are categorised as *loans and receivables*.

Accounting policies - Recognised financial instruments

Bank, deposits at call, short term deposits

Accounting Policy: Carried at lower of cost and net realisable value; Interest is recognised when earned.

Terms and conditions: Deposits are returning fixed interest rates of 1.95% (2019: between 1.25% and 1.95%). Short term deposits have an average maturity of 1 day and an average interest rates of 0.45% (2019: 1 day, 1.25%).

Carrying amount: approximates fair value due to the short term to maturity.

Receivables - Rates and associated charges (including legals and penalties for late payment)

Accounting policy: Carried at nominal values less any allowance for doubtful debts. An impairment provision for expected credit loss is recognised (and re-assessed annually) when collection in full is no longer probable.

Terms and conditions: Secured over the subject land, arrears attract interest of 6.35% (2019: 6.35%). Although Council is not materially exposed to any individual debtor, credit risk exposure is concentrated within the Council's boundaries in the State.

Carrying amount: approximates fair value (after deduction of any allowance).

Receivables - Fees and other charges

Accounting policy: Carried at nominal values less any allowance for doubtful debts. An impairment provision for expected credit loss is recognised (and re-assessed annually) when collection in full is no longer probable.

Terms and conditions: Unsecured, and do not bear interest. However, certain charges can be secured to a property where legislative criteria is met. Although Council is not materially exposed to any individual debtor, credit risk exposure is concentrated within the Council boundaries and Council properties immediately surrounding Council boundaries.

Carrying amount: approximates fair value (after deduction of any allowance).

Receivables - Other levels of government

Accounting Policy: Carried at nominal value.

Terms and conditions: Amounts due have been calculated in accordance with the terms and conditions of the respective programs following advice of approvals, and do not bear interest. All amounts are due by departments and agencies of state and federal governments.

Carrying amount: Approximates fair value.

Liabilities - Creditors and accruals

Accounting policy: Liabilities are recognised for amounts to be paid in the future for goods and services received, whether or not billed to the Council.

Terms and conditions: Liabilities are normally settled on 30 day terms or in line with the specific terms and conditions of the supplier.

Carrying amount: Approximates fair value.

Liabilities - Interest bearing borrowings

Accounting policy: Carried at fair value. Interest is expensed as it accrues.

Terms and conditions: Secured over future revenues, borrowings are repayable in two repayments per year with fixed terms of 15 years (2019: 15 years); interest is charged at a fixed rate of 5.97% (2019: 5.97%).

Carrying amount: Approximates fair value.

Liabilities - Leases

Accounting policy: Accounted for in accordance with AASB 16 as stated in Note 16.

Notes to and forming part of the Financial Statements for the year ended 30 June 2020

Note 12 - Financial instruments (continued)

Liquidity analysis

| | Due < 1 year \$'000 | Due > 1 year; ≤ 5 years \$'000 | Due > 5 years \$'000 | Total contractual cash flows \$'000 | Carrying values \$'000 |
|------------------------------|---------------------------|---|----------------------------|--|------------------------------|
| 2020 | | | | | |
| Financial assets | | | | | |
| Cash & equivalents | 4,406 | - | - | 4,406 | 4,406 |
| Receivables | 1,058 | - | - | 1,058 | 1,058 |
| Other financial assets | - | - | - | - | - |
| Total | 5,464 | - | - | 5,464 | 5,464 |
| Financial liabilities | | | | | |
| Payables | 2,849 | - | - | 2,849 | 2,849 |
| Current borrowings | 558 | - | - | 558 | 558 |
| Non-current borrowings | - | 2,171 | - | 2,171 | 2,171 |
| Total | 3,407 | 2,171 | - | 5,578 | 5,578 |

| | | | | | |
|------------------------------|--------------|--------------|----------|--------------|--------------|
| 2019 | | | | | |
| Financial assets | | | | | |
| Cash & equivalents | 6,069 | - | - | 6,069 | 6,069 |
| Receivables | 1,045 | - | - | 1,045 | 1,045 |
| Other financial assets | 18 | - | - | 18 | 18 |
| Total | 7,132 | - | - | 7,132 | 7,132 |
| Financial liabilities | | | | | |
| Payables | 3,017 | - | - | 3,017 | 3,017 |
| Current borrowings | 195 | - | - | 195 | 195 |
| Non-current borrowings | - | 2,377 | - | 2,377 | 2,377 |
| Total | 3,212 | 2,377 | - | 5,589 | 5,589 |

| | 30 June 2020 | | 30 June 2019 | |
|----------------------|--|-----------------------------|--|-----------------------------|
| | Weighted average interest rate % | Carrying value \$'000 | Weighted average interest rate % | Carrying value \$'000 |
| Fixed interest rates | 5.97% | 2,747 | 5.97% | 2,572 |
| | | 2,747 | | 2,572 |

Notes to and forming part of the Financial Statements for the year ended 30 June 2020

Note 12 - Financial instruments (continued)

Net fair value

All carrying values approximate fair value for all recognised financial instruments. There is no recognised market for the financial assets of the Council.

Risk exposures

Credit risk represents the loss that would be recognised if counterparties fail to perform as contracted. The maximum credit risk on financial assets of the Council is the carrying amount, net of any impairment. All Council investments are made with the SA Local Government Finance Authority and are guaranteed by the SA Government. Except as detailed in notes 5 and 6 in relation to individual classes of receivables, exposure is concentrated within the Council's boundaries, and there is no material exposure to any individual debtor.

Market risk is the risk that fair values of financial assets will fluctuate as a result of changes in market prices. All of Council's financial assets

are denominated in Australian dollars and are not traded on any market, and hence neither market risk nor currency risk apply.

Liquidity risk is the risk that Council will encounter difficulty in meeting obligations with financial liabilities. In accordance with the model Treasury Management Policy (LGA Information Paper 15), liabilities have a range of maturity dates. Council also has available a range of bank overdraft and standby borrowing facilities that it can access.

Interest rate risk is the risk that future cash flows will fluctuate because of changes in market interest rates. Council has a balance of both fixed and variable interest rate borrowings and investments. Cash flow fluctuations are managed holistically in seeking to minimise interest costs over the longer term in a risk averse manner.

Note 13 - Capital expenditure commitments

| | Notes | 2020 \$'000 | 2019 \$'000 |
|--|-------|----------------|----------------|
| Buildings & other structures | | 455 | 591 |
| Infrastructure | | | |
| Stormwater drainage | | - | 6 |
| Footpaths & kerbing | | 2 | 31 |
| Roads | | 8 | 136 |
| Plant & equipment | | 440 | 216 |
| Office equipment | | 78 | - |
| Other | | 1 | 10 |
| | | 984 | 990 |
| These expenditures are payable: | | | |
| Not later than one year | | 984 | 990 |
| Later than one year and not later than 5 years | | - | - |
| Later than 5 years | | - | - |
| | | 984 | 990 |

Notes to and forming part of the Financial Statements for the year ended 30 June 2020

Note 14 - Financial indicators

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

| | 2020 | 2019 | 2018 |
|--------------------------------|--------|------|------|
| Operating surplus ratio | | | |
| Operating surplus | | | |
| Total operating revenue | (1.7%) | 1.4% | 6.0% |

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

| Net financial liabilities ratio | | | |
|--|-----|-----|-----|
| Net financial liabilities | | | |
| Total operating revenue | 18% | 11% | 17% |

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

Adjustments to ratios

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

| | | | |
|---|--------|--------|------|
| Adjusted operating surplus ratio | (1.2%) | (0.7%) | 5.5% |
| Adjusted financial liabilities ratio | 17% | 10% | 17% |

| Asset renewal funding ratio | | | |
|--|------|-----|-----|
| Net asset renewals | | | |
| Asset Management Plan required expenditure | 105% | 68% | 72% |

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

Notes to and forming part of the Financial Statements for the year ended 30 June 2020

Note 15 - Uniform presentation of finances

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

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

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

| | 2020 \$'000 | 2019 \$'000 |
|--|----------------|----------------|
| Income | 32,738 | 31,836 |
| Expenses | (33,288) | (31,399) |
| Operating surplus / (deficit) | (550) | 437 |
| Net outlays on existing assets | | |
| Capital expenditure on renewal and replacement of existing assets | 5,627 | 5,346 |
| Depreciation, amortisation and impairment | (7,625) | (7,424) |
| Proceeds from sale of replaced assets | (385) | (359) |
| | (2,383) | (2,437) |
| Net outlays on new and upgraded assets | | |
| Capital expenditure on new and upgraded assets <i>(including investment property & real estate developments)</i> | 3,813 | 566 |
| Amounts received specifically for new and upgraded assets | - | (105) |
| Proceeds from sale of surplus assets <i>(including investment property and real estate developments and non-current assets held for resale)</i> | (457) | 359 |
| | 3,356 | 820 |
| Net lending / (borrowing) for financial year | (1,523) | 2,054 |

Notes to and forming part of the Financial Statements for the year ended 30 June 2020

Note 16 - Leases

Council as a lessee

Right-of-use assets

Council entered contracts as a lessee for various IT equipment, the Dimjalla skate park and RFID equipment.

Set out below are the carrying amounts of right-of-use assets recognised within Infrastructure, property, plant and equipment and the movements during the period.

| | Office 2020 \$'000 | Other 2020 \$'000 | Total 2020 \$'000 |
|----------------------------------|-----------------------|----------------------|----------------------|
| As 1 July 2019 | | | |
| Right-of-use assets | 337 | 33 | 370 |
| Additions of right-of-use assets | 146 | - | 146 |
| Depreciation charge | (133) | (11) | (144) |
| At 30 June 2020 | 350 | 22 | 372 |

Set out below are the carrying amounts of lease liabilities (included under interest-bearing loans and borrowings) and the movements during the period:

| | 2020 \$'000 |
|------------------------|----------------|
| As 1 July 2019 | 367 |
| Additions | 146 |
| Accretion of interest | 13 |
| Payments | (156) |
| At 30 June 2020 | 370 |
| Current | (352) |
| Non-current | (18) |

The maturity analysis of lease liabilities is included in note 12.
Council had total cash outflows for leases of \$189,000.

The following are the amounts recognised in profit or loss:

| | 2020 \$'000 |
|--|----------------|
| Depreciation expense of right-of-use assets | 176 |
| Interest expense on lease liabilities | 13 |
| Total amount recognised in profit or loss | 189 |

Council as a lessor

Leases providing revenue to the Council

Council owns various buildings, plant and other facilities that are available for hire or lease (on a non-cancellable basis wherever practicable) in accordance with the published revenue policy. Rentals received from such leases are disclosed as rent and hire of non-investment property in Note 2.

Notes to and forming part of the Financial Statements for the year ended 30 June 2020

Note 17 - Superannuation

The Council makes employer superannuation contributions in respect of its employees to the superannuation scheme selected by the employee. The default Superannuation Fund is Statewide Super (formerly Local Government Superannuation Scheme). There are two types of membership, each of which is funded differently. Permanent and contract employees of the South Australian Local Government sector with Salarylink benefits prior to 24 November 2009 have the option to contribute to the Accumulation section and/or Salarylink. All other employees (including casuals) have all contributions allocated to the Accumulation section.

Accumulation only Members

Accumulation only members receive both employer and employee contributions on a progressive basis. Employer contributions are based on a fixed percentage of ordinary time earnings in accordance with superannuation guarantee legislation (9.50% in 2020 and 2019) and enterprise bargaining agreement (1% in 2020 and 2019). No further liability accrues to the Council as the superannuation benefits accruing to employees are represented by their share of the net assets of the Fund.

Salarylink (Defined Benefit Fund) Members

Salarylink is a defined benefit scheme where the benefit payable is based on a formula determined by the member's contribution rate, number of years and level of contribution and final average salary. Council makes employer contributions to Salarylink as determined by the Fund's Trustee based on advice from the appointed Actuary. The rate is currently 6.3% (6.3% in 2019) of "superannuation" salary.

In addition, Council makes a separate contribution of 3% of ordinary time earnings for Salarylink members to their accumulation account plus an additional 1% per enterprise bargaining agreement. Employees also make member contributions to the Salarylink section of the Fund. As such, assets accumulate in the Salarylink section of the Fund to meet the member's benefits, as defined in the Trust Deed, as they accrue.

The Salarylink section is a multi-employer sponsored plan. As the Salarylink section's assets and liabilities are pooled and are not allocated by each employer, and employees may transfer to another employer within the local government sector and retain membership of the Fund, the Actuary is unable to allocate benefit liabilities, assets and costs between employers. As provided by AASB 119.32(b), Council does not use defined benefit accounting for these contributions.

The most recent actuarial investigation was conducted by the Fund's actuary, Louise Campbell, FIAA, of Willie Towers Watson as at 30 June 2020. The Trustee has determined that the current funding arrangements are adequate for the expected Salarylink liabilities. However, future financial and economic circumstances may require changes to Council's contribution rates at some future time.

Contributions to other superannuation schemes

Council also makes contributions to other superannuation schemes selected by employees under the "choice of fund" legislation. All such schemes are of the accumulation type, where the superannuation benefits accruing to the employee are represented by their share of the net assets of the scheme, and no further liability attaches to the Council.

Notes to and forming part of the Financial Statements for the year ended 30 June 2020

Note 18 - Contingencies & assets & liabilities not recognised in the balance sheet

The following assets and liabilities do not qualify for recognition in the Balance Sheet but knowledge of those items is considered relevant to users of the financial report in making and evaluating decisions about the allocation of scarce resources.

1. Land under roads

As reported elsewhere in these Statements, Council is of the opinion that it is not possible to attribute a value sufficiently reliably for these assets to qualify for recognition, and accordingly land under roads has not been recognised in these reports. Land acquired for road purposes during the year is initially recognised at cost, but transferred to fair value at reporting date, effectively writing off the expenditure.

At reporting date, Council controlled 229 kilometres of road reserves of average width 20 metres.

2. Potential insurance losses

Council is a multi-purpose organisation providing a large range of buildings, parks infrastructure, playgrounds and other facilities accessible to the public. At any time, it is likely that claims will have been made against Council that remain unsettled.

Council insures against all known insurable risks using a range of insurance policies, each of which is subject to a deductible "insurance excess", the amount of which varies according to the class of insurance.

Council has recognised the potential losses arising from claims known at reporting date based on average historical net cost (including insurance excess) of similar types of claims. Other potential claims not reported to Council may have existed at reporting date.

3. Bank guarantees

Council has guaranteed certain loans and other banking facilities advanced to community organisations and sporting bodies, amounting to \$210,000 (2019: \$110,000) at reporting date.

Council does not expect to incur any loss arising from these guarantees.

4. Legal expenses

Council is the relevant planning authority for its area pursuant to the Development Act 1993. Certain persons aggrieved by a planning decision of Council may appeal against the decision to the Environment, Resources and Development Court. It is normal practice as part of these proceedings that parties bear their own legal costs. At the date of these reports, Council has not received notice of any appeals against planning decisions made prior to reporting date. All known costs have been recognised, but the amount of further costs cannot be known until the appeals are determined.

5. Community and Recreation Hub

On 24 August 2020 Council signed a contract with BADGE Constructions for a total of \$57.3 million, which commits Council to \$31.95 million toward the construction of the Community and Recreation Hub, the refurbishment of the existing outdoor pool and additional car parking and landscaping works at Olympic Park.

Prior to this Council signed a grant agreement with the Commonwealth Government that commits Council to capital spend of \$13.8 million on the Community and Recreation Hub. Through this agreement, Council secured funding and will be the recipient of \$15 million from the Federal Government and \$10 million from the State Government towards this build. Additionally, the District Council of Grant has committed a \$350,000 contribution towards the funding for this project.

The construction is intended to be completed in 2022.

Notes to and forming part of the Financial Statements for the year ended 30 June 2020

Note 19 - Related party disclosures

Key management personnel

The key management personnel of the Council include the Mayor, Councillors, CEO and certain prescribed officers under section 112 of the Local Government Act 1999. In all, 14 persons (2019: 23) were paid the following total compensation:

| | 2020 \$'000 | 2019 \$'000 |
|--|----------------|----------------|
| Salaries, allowances & other short term benefits | 1,122 | 1,311 |
| Post-employment benefits | 93 | 126 |
| Long term benefits | - | 91 |
| Total | 1,215 | 1,528 |

Parties related to key management personnel

Two key management personnel and/or relatives of key management personnel are members in organisations that received Council support in the year, e.g. through sponsorship of community and sporting groups.

Key management personnel and/or relatives of key management personnel own retail businesses from which various supplies were purchased as required either for cash or on 30 day account. These purchases were made on normal commercial terms on an arms's length basis. No individual purchases from these businesses exceeded \$2,238 during the year.

No key management personnel or close family member (including related parties) lodged a planning application during the year.

Note 20 - Events after the Statement of Financial Position date

COVID-19 has been classified as a global pandemic by the World Health Organisation and has developed rapidly in 2020. Measures taken by the Federal and State governments have affected South Australia's economic activity and Council's operations.

At this stage, the financial impacts on Council's operations have not been significant to its financial position and Council expects that further impacts on Council's operations to flow into the 2020/21 financial year will not be significant to its financial position. We refer to note 1.13 providing details of the financial impacts caused by COVID-19 during the 2019/20 financial year.

Council Certificate of
Audit Independence

City of Mount Gambier

**Annual Financial Statements
for the year ended 30 June 2020**

Certification of Auditor Independence

To the best of our knowledge and belief, we confirm that, for the purpose of the audit of the City of Mount Gambier for the year ended 30 June 2020, the Council's Auditor, Galpins Accountants, Auditors & Business Consultants, has maintained its independence in accordance with the requirements of the Local Government Act 1999 and the Local Government (Financial Management) Regulations 2011 made under that Act.

This statement is prepared in accordance with the requirements of Regulation 22(3) Local Government (Financial Management) Regulations 2011.


Andrew Meddle
CHIEF EXECUTIVE OFFICER


Cr Sonya Mezirjec
PRESIDING MEMBER
AUDIT COMMITTEE

Galpins

Accountants, Auditors
& Business Consultants

David Chant CA, FCPA
Simon Smith CA, FCPA
David Sullivan CA, CPA
Jason Seidel CA
Renaë Nicholson CA
Tim Muhlhausler CA
Aaron Coonan CA
Luke Williams CA, CPA
Daniel Moon CA



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INDEPENDENT AUDITOR'S REPORT

To the members of the City of Mount Gambier

Opinion

We have audited the accompanying financial report of the City of Mount Gambier (the Council), which comprises the statement of financial position as at 30 June 2020, the statement of comprehensive income, statement of changes in equity and cash flow statement for the year then ended, notes comprising a summary of significant accounting policies and other explanatory information, and the Council Certificate of the City of Mount Gambier.

In our opinion, the accompanying financial report presents fairly, in all material aspects, the financial position of the Council as at 30 June 2020, and its financial performance and its cash flows for the year then ended in accordance with the Australian Accounting Standards, Local Government Act 1999 and Local Government (Financial Management) Regulations 2011.

Basis for Opinion

We conducted our audit in accordance with Australian Auditing Standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Report* section of our report. We are independent of the Council in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110: *Code of Ethics for Professional Accountants (including independence standards)* (the Code) that are relevant to our audit of the financial report in Australia. We have also fulfilled our ethical responsibilities in accordance with the Code. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Council's Responsibility for the Financial Report

Council is responsible for the preparation and fair presentation of the financial report in accordance with Australian Accounting Standards (including the Australian Accounting Interpretations), the Local Government Act 1999 and the Local Government (Financial Management) Regulations 2011 and for such internal control as Council determines is necessary to enable the preparation of the financial report that is free from material misstatement, whether due to fraud or error.

In preparing the financial report, Council is responsible for assessing the Council's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless Council either intends to liquidate the Council or to cease operations, or has no realistic alternative but to do so. Those charged with governance are responsible for overseeing the Council's financial reporting process.

Auditor's Responsibility for the Audit of the Financial Report

Our objectives are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of this financial report.

As part of an audit of the financial report in accordance with Australian Auditing Standards, we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit of the financial report in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Council's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of Council's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Council's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial report or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Council to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

GALPINS ACCOUNTANTS, AUDITORS & BUSINESS CONSULTANTS

Tim Muhlhausler CA Registered Company Auditor
Partner

27 / 10 / 2020



Galpins

Accountants, Auditors
& Business Consultants

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INDEPENDENT AUDITOR'S REPORT

To the Members of the City of Mount Gambier

Independent Assurance report on the Internal Controls of the City of Mount Gambier

Opinion

We have audited the compliance of the City of Mount Gambier (the Council) with the requirements of Section 125 of the *Local Government Act 1999* in relation only to the Internal Controls established by the Council to ensure that financial transactions relating to the receipt, expenditure and investment of money, acquisition and disposal of property and incurring of liabilities for the period 1 July 2019 to 30 June 2020 have been conducted properly and in accordance with law.

In our opinion, the City of Mount Gambier has complied, in all material respects, with *Section 125 of the Local Government Act 1999* in relation to Internal Controls established by the Council in relation to the receipt, expenditure and investment of money, acquisition and disposal of property and incurring of liabilities so as to provide reasonable assurance that the financial transactions of the Council have been conducted properly and in accordance with law for the period 1 July 2019 to 30 June 2020.

Basis for Opinion

We conducted our engagement in accordance with applicable Australian Standards on Assurance Engagement ASAE 3000 *Assurance Engagements Other than Audits or Reviews of Historical Financial Information* and ASAE 3150 *Assurance Engagements on Controls*, issued by the Australian Auditing and Assurance Standards Board, in order to state whether, in all material respects, the Council has complied with Section 125 of the *Local Government Act 1999* in relation only to the internal controls specified above for the period 1 July 2019 to 30 June 2020. ASAE 3000 also requires us to comply with the relevant ethical requirements of the Australian professional accounting bodies.

We believe that the evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

The Council's Responsibility for Internal controls

The Council is responsible for implementing and maintaining an adequate system of internal controls, in accordance with Section 125 of the *Local Government Act 1999* to ensure that the receipt, expenditure and investment of money, acquisition and disposal of property, and incurring of liabilities have been conducted properly and in accordance with law.

Our Independence and Quality Control

We have complied with the independence and other relevant ethical requirements relating to assurance engagements, and apply Auditing Standard ASQC 1 *Quality Control for Firms that Perform Audits and Reviews of Financial Reports and Other Financial Information, and Other Assurance Engagements* in undertaking this assurance engagement.

Auditor's responsibility

Our responsibility is to express an opinion on the Council's compliance with Section 125 of the Local Government Act 1999 in relation only to the internal controls established by the Council to ensure that financial transactions relating to receipt, expenditure and investment of money, acquisition and disposal of property and incurring of liabilities, based on our procedures. Our engagement has been conducted in accordance with applicable Australian Standards on Assurance Engagements ASAE 3000 *Assurance Engagements Other than Audits or Reviews of Historical Information* and ASAE 3150 *Assurance Engagements on Controls*, issued by the Australian Auditing and Assurance Standards Board, in order to state whether, in all material respects, the Council has complied with Section 125 of the Local Government Act 1999 in relation only to the internal controls specified above for the period 1 July 2019 to 30 June 2020. ASAE 3000 also requires us to comply with the relevant ethical requirements for the Australian professional accounting bodies.

Limitations of Controls

Because of the inherent limitations of any internal control structure it is possible that, even if the controls are suitably designed and operating effectively, the control objectives may not be achieved so that fraud, error, or non-compliance with laws and regulations may occur and not be detected.

An assurance engagement on controls is not designed to detect all instances of controls operating ineffectively as it is not performed continuously throughout the period and the tests performed are on a sample basis. Any projection of the outcome of the evaluation of controls to future periods is subject to the risk that the controls may become inadequate because of changes in conditions, or that the degree of compliance with them may deteriorate.

Limitation of Use

This report has been prepared for the members of the Council in Accordance with Section 129 of the Local Government Act 1999 in relation to the Internal Controls Specified above. We disclaim any assumption of responsibility for any reliance on this report to any persons or users other than the members of the Council, or for any purpose other than which it was prepared

GALPINS ACCOUNTANTS, AUDITORS & BUSINESS CONSULTANTS

Tim Muhlhausler CA, Registered Company Auditor
Partner

27 / 10 / 2020





Audit Certificate of
Audit Independence

**City of Mount Gambier
Annual Financial Statements
for the year ended 30 June 2020**

STATEMENT BY AUDITOR

I confirm that, for the audit of the financial statements of City of Mount Gambier for the year ended 30 June 2020, I have maintained my independence in accordance with the requirements of APES 110 – *Code of Ethics for Professional Accountants (including Independence Standards)*, Part 4A, published by the Accounting Professional and Ethical Standards Board, in accordance with the *Local Government Act 1999* and the *Local Government (Financial Management) Regulations 2011* made under that Act.

This statement is prepared in accordance with the requirements of Regulation 22 (5) *Local Government (Financial Management) Regulations 2011*.

GALPINS ACCOUNTANTS, AUDITORS & BUSINESS CONSULTANTS



Tim Muhlhausler CA Registered Company Auditor
Partner

Dated this 27th day of October 2020





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20.6 EMERGENCY MANAGEMENT AND RISK MANAGEMENT – REPORT NO. AR20/82729

| | |
|----------------------------------|---|
| Committee: | Audit Committee |
| Meeting Date: | 14 December 2020 |
| Report No.: | AR20/82729 |
| CM9 Reference: | AF11/863 |
| Author: | Jeroen Zwijnenburg, Manager Finance and Customer Service |
| Authoriser: | Barbara Cernovskis, Acting Chief Executive Officer |
| Summary: | Update on Council’s Emergency/Risk Management Policies |
| Strategic Plan Reference: | Goal 1: Our People |
| | Goal 2: Our Location |
| | Goal 3: Our Diverse Economy |
| | Goal 4: Our Climate, Natural Resources, Arts, Culture and Heritage |
| | Goal 5: Our Commitment |

REPORT RECOMMENDATION

1. That Audit Committee Report No. AR20/82729 titled ‘Emergency Management and Risk Management’ as presented on 14 December 2020 be noted.



TYPE OF REPORT

Choose an item.

BACKGROUND

The audit committee works program indicates the biennial scheduling of 'Crisis Management Arrangements including Emergency Management'.

This item of the works program was addressed as part of the agenda on 20 January 2020 and therefore will be on the agenda for December 2021.

The purpose of this report is to provide an update of the current work in progress in this area since January 2020.

PROPOSAL

Council has been working with the Local Government Risk Services (LGRS) over the last eight months on a Risk Management Review. This review is undertaken with the Management Team and reported at the Executive Team Agenda each week.

The latest version of the Risk Management Review Timeline is attached for the committee's information (AR20/58505).

As part and consequence of this process Council on 17 November 2020 revoked

- E500 - Provision of Council Resources to Support the Emergency Services in Emergencies

And replaced this with

- The Emergency Management Policy (AR20/82737 & AR20/82812).

At the same time Council revoked

- Council Policy R305 - Risk Management Framework

and replaced this with

- The Risk Management Policy (AR20/82741)

These are attached for audit committee's information.

LEGAL IMPLICATIONS

Nil

STRATEGIC PLAN

Nil

COUNCIL POLICY

Nil

ECONOMIC IMPLICATIONS

Nil

ENVIRONMENTAL IMPLICATIONS

Nil

SOCIAL IMPLICATIONS

Nil



CULTURAL IMPLICATIONS

Nil

RESOURCE IMPLICATIONS

Nil

VALUE FOR MONEY

Nil

RISK IMPLICATIONS

Nil

EQUALITIES AND DIVERSITY IMPLICATIONS

Nil

ENGAGEMENT AND COMMUNICATION STRATEGY

Nil

IMPLEMENTATION STRATEGY

Nil

CONCLUSION AND RECOMMENDATION

Nil

ATTACHMENTS

1. Risk Management Review 2020 2021 - Timeline view 10/12/2020 [↓](#)
2. Council Policy - Emergency Management [↓](#)
3. Council Policy - Risk Management [↓](#)



Risk Management Review Timeline / Actions

| Month | Activity | Action/s | Status |
|-----------------------|---|---|---------------|
| August 2020 | Council's current Emergency Management Policy to be sent to the LGA project facilitator, along with existing i-Responda policy. | Email current policy etc. to Leanne McCartney, LGA | Complete |
| | Transfer of LGA model Emergency Management policy template content to Councils template. | LGA to complete and return | Complete |
| | Council to review Emergency Management Policy content and respond to changes marked. | Leadership Team / MET to review Policy and provide feedback | Complete |
| September 2020 | Meeting to clarify the content and scope of the incident operations arrangements (9 Sept) | Leanne McCartney to visit COMG | Complete |
| | Business Continuity Plan Knowledge / Info Session and Business Impact Analysis Training (21 Sept) | Michael Sparks, Marsh to undertake | Complete |
| October 2020 | Develop report for Emergency Management policy and seek approval from Council | Prepare report for November Council Meeting | Complete |
| November 2020 | Finalise Emergency Management Policy | Replace E500 policy and upload to the COMG website | Complete |
| December 2020 | First draft of incident operational arrangements document using LGA template | Leanne McCartney, LGA to provide | |



| Month | Activity | Action/s | Status |
|----------------------|--|--|--------|
| February 2021 | Workshop/meetings with operational team and relevant executive members on the incident operational arrangements. | Leanne McCartney, LGA to advise | |
| | | | |
| March 2021 | Review of draft incident operational arrangements. | Leanne McCartney, LGA to advise | |
| | Finalise draft incident operational arrangements for forwarding to Council Leadership Team | Leadership Team / MET to review and provide feedback | |
| | | | |
| April 2021 | Final endorsement of incident operational arrangements through council. | Report to April Council meeting | |
| | | | |
| TBA | Business Interruption Review | | |
| | Desktop or Stimulated Exercise Scenario | | |



| | | |
|--|--|------------------|
|  City of Mount Gambier | COUNCIL POLICY EMERGENCY MANAGEMENT | |
| | Version No: | 1 |
| | Issued: | 17 November 2020 |
| | Next Review: | November 2023 |

1. INTRODUCTION

This document sets out the policy of the City of Mount Gambier ("Council") for Emergency Management.

Emergencies have the potential to disrupt the strategic and operational activities of the Council and adversely impact communities.

The roles of local government in emergency management are informed by the State Emergency Management Plan (SEMP) and the Local Government Emergency Management Framework (LGEMF). The Local Government Act 1999 provides for the consideration of risks (including emergency risks) as part of the role, functions and principles to be observed by a Council, as follows:

- make informed decisions (section 6);
- take measures to protect their area from natural hazards (section 7);
- provide infrastructure for community and for development (section 7);
- ensure the sustainability of the Council's long-term financial performance (section 8);
- assess the maintenance, replacement or development needs for infrastructure (section 122);
- identify anticipated or predicted changes in any factors that make a significant contribution to the costs of the council's activities or operations (section 122).

In addition, the Local Government Act requires councils to "*give due weight, in all its plans, policies and activities to regional, state and national objectives and strategies concerning the economic, social, physical and environmental development and management of the community*" (section 8).

Emergency management in the City of Mount Gambier is enabled and supported by a number of legislation and delegations as listed in **Annexure 1**.

Scope

This policy applies to the City of Mount Gambier in exercising powers and functions under the various Acts and agreements to which it is a party in the State of South Australia. The scope of emergency management activities is limited to those listed in Section 4.

Purpose

The purpose of the policy is to:

- Define the City of Mount Gambier's roles and responsibilities in emergency management
- Ensure that the City of Mount Gambier maintains appropriate delegations and authority to undertake its emergency management responsibilities
- Ensure that the City of Mount Gambier prepares and maintains appropriate emergency management documents
- Support the City of Mount Gambier to maintain safe working practices during emergencies; and
- Support the City of Mount Gambier to maintain effective protection for council workers, assets and liabilities associated with emergency management activities.

| | | | |
|--|--|--------------|------------------|
|  City of Mount Gambier | COUNCIL POLICY EMERGENCY MANAGEMENT | Version No: | 1 |
| | | Issued: | 17 November 2020 |
| | | Next Review: | November 2023 |

2. POLICY STATEMENT

The City of Mount Gambier will undertake the following roles and responsibilities in accordance with the SEMP and LGEMF.

2.1. DISASTER RISK REDUCTION

In accordance with the SEMP, the City of Mount Gambier will support, as required:

- build and promote disaster resilience;
- undertake cost-effective measures to mitigate the effects of emergencies on local communities, including routinely conducting emergency risk assessments;
- systematically taking account of risk assessments to reduce hazard risk;
- represent community interests in emergency management to other spheres of government and contribute to decision-making processes;
- ensure all requisite local emergency planning and preparedness measures are undertaken; and
- undertake public education and awareness to support community-preparedness measures.

In accordance with the LGEMF, the City of Mount Gambier will:

- Understand and communicate current and emerging disaster risks;
- Integrate disaster risk into existing plans and decision-making (e.g. strategic plans, risk frameworks, asset management plan, climate change plans);
- Partner with local stakeholders in addressing priority emergency risks; and
- Strengthen disaster resilience in communities through community development.

2.2. INCIDENT OPERATIONS

In accordance with the SEMP, the City of Mount Gambier will:

- support adequate local council emergency response capability being in place, including resources for the local volunteers;
- support appropriate local resources and arrangements being in place to provide and support emergency relief and recovery services to communities; and
- participate in post-emergency assessment and analysis.

In accordance with the LGEMF, City of Mount Gambier will:

- Develop a locally relevant risk based suite of incident operational arrangements;
- Build capability of council to participate in the Local Government Functional Support Group (LGFSG); and
- Participate in incident operations in accordance with the i-Responda operating platform.



| | | | |
|--|--|--------------|------------------|
|  City of Mount Gambier | COUNCIL POLICY EMERGENCY MANAGEMENT | Version No: | 1 |
| | | Issued: | 17 November 2020 |
| | | Next Review: | November 2023 |

2.3. RECOVERY

In accordance with the SEMP, City of Mount Gambier will:

Leadership

- Provide senior representation on local recovery committees;
- Provide representation at community meetings;
- Identify community impacts;
- Liaise with the State agencies to determine potential recovery services;
- Act as media spokesperson for local recovery issues; and
- Appoint a local recovery coordinator (if not provided by the State).

Community liaison

- Open lines of communication with local recovery service providers;
- Establish communications with the community;
- Support relief/recovery centres;
- Provide support in assessing, mapping and informing the community of the impacts of the disaster on the council area;
- Support liaison between the local recovery coordinator and the local recovery committee; and
- Provide support and coordination to local volunteer efforts.

Community development

- Appoint a community development officer (if not provided by the State);
- Support State agencies to identify impacts and areas of need;
- Implement community development packages (if not provided by the State);
- Support recovery centres; and
- Coordinate local recovery service providers.

In accordance with the LGEMF, the City of Mount Gambier will:

- Provide leadership, co-ordination and advocacy when the community is impacted by disasters;
- Plan for recovery to establish the principles, structures, partnerships and approaches that will guide the Council; and
- Secure grants and other funding assistance to support disaster recovery.

3. EMERGENCY MANAGEMENT DOCUMENTS

In addition to this policy, the City of Mount Gambier will maintain an Emergency Management Plan, Incident Operations Arrangements, Recovery Arrangements and any other supporting documentation that:

- Describes the strategies and actions that council will take to implement this policy;
- Identifies relevant local, regional and state emergency management plans and arrangements that impact upon the Council;
- Responds to guidance for the Council provided by the SEMP and other emergency management plans, strategies, frameworks and guidelines; and
- Identifies linkages between emergency management objectives and the City of Mount Gambier's strategies and business, financial and other plans.

| | | |
|--|--|------------------|
|  City of Mount Gambier | COUNCIL POLICY EMERGENCY MANAGEMENT | |
| | Version No: | 1 |
| | Issued: | 17 November 2020 |
| | Next Review: | November 2023 |

The Council will maintain its commitment to locally relevant plans developed in consultation with the City of Mount Gambier. Where Council resource commitments are made in these plans they will be subject to normal strategic and business planning processes of the Council.

4. MAINTAIN DELEGATIONS

City of Mount Gambier will maintain relevant emergency management delegations as listed in **Annex 1**.

5. FINANCIAL SPENDING DURING EMERGENCIES

Arrangements for financial spending during emergencies are at the Chief Executive Officer's discretion in accordance with delegation under s36 of the Local Government Act 1999 and Council's Procurement Policy.

6. SUPPORT TO CONTROL AGENCIES AND EMERGENCY SERVICES

The City of Mount Gambier works within the requirements of the *Work Health and Safety Act 2012*. Occasionally council staff and/or equipment will be requested to support control agencies and emergency services in managing an emergency.

When the Council's resources are made available to support control agencies and emergency services this will be in accordance with:

1. Council's incident operations arrangements;
2. LGASA Mutual Protection guide for incident operations; and
3. The Local Government Incident Operations guide (including i-Responda).

6.1 PROTECTION

To maintain effective workers compensation and liability coverage, council when supporting the emergency services and control agencies in incident operations will:

- Apply appropriate risk management principles; and
- Have regard to the arrangements of the LGA Asset Mutual Fund, the LGA Workers Compensation Scheme and LGA Mutual Liability Scheme.

To achieve this, the Council's resources will operate in line with the i-Responda operational platform and LGFSG operational arrangements.

7. REVIEW & EVALUATION

This Policy is scheduled for review by Council in November 2023; however, will be reviewed as required by any legislative changes which may occur.

8. AVAILABILITY OF POLICY

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

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| | | Next Review: | November 2023 |

| | |
|--|--|
| File Reference: | AF18/58 |
| Applicable Legislation: | Refer Annexure 1 |
| Reference: Strategic Plan 2020-2024 | Our People Our Location Our Diverse Economy Our Climate, Natural Resources, Arts, Culture And Heritage Our Commitment |
| Related Policies: | Risk Management Policy Procurement and Disposal of Land and Assets - P420 Provision of Council Resources to Support the Emergency Services in Emergencies Policy - E500 (superseded) |
| Related Procedures: | Emergency Management Plan Incident Operations Arrangements Recovery Arrangements |
| Related Documents: | State Emergency Management Plan Local Government Emergency Management Framework LGASA Mutual Protection guide for incident operations The Local Government Incident Operations guide (including i-Responda). |

DOCUMENT DETAILS

| | |
|---|---|
| Responsibility: | Chief Executive Officer |
| Version: | 1.0 |
| Last revised date: | 17 November 2020 |
| Effective date: | 17 November 2020 |
| Minute reference: | 17 November 2020, Council Item 24.3 – Resolution 2020/358 |
| Next review date: | 17 November, 2023 |
| <u>Document History</u> First Adopted By Council: Reviewed/Amended: | 17 November 2020 |

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8. ANNEXURE

8.1 ANNEXURE 1 – LEGISLATION AND DELEGATIONS

| ACT OR REGULATIONS | DELEGATIONS |
|--|--------------------|
| <i>Local Government Act 1999</i> | Yes |
| <i>Fire and Emergency Services Act 2005 (bushfire)</i> | Yes |
| <i>Fire and Emergency Services Act 2005 (via State Emergency Management Plan)</i> | |
| <i>Public Health Act 2011, South Australian Public Health (Legionella) Regulations 2013, South Australian Public Health (Wastewater) Regulations 2013, South Australian Public Health (General) Regulations 2013</i> | Yes |
| <i>Work Health and Safety Act 2012</i> | Yes |
| <i>Food Act 2001</i> | Yes |
| <i>Road Traffic Act 1961, The Road Traffic (Miscellaneous) Regulations 2014 and The Road Traffic (Road Rules – Ancillary And Miscellaneous Provisions) Regulations 2014</i> | Yes |
| <i>Environment Protection Act 1993 and the Environment Protection (Waste To Resources) Policy 2010</i> | Yes |
| <i>Development Act 1993 and Planning, Development and Infrastructure Act 2016</i> | Yes |
| <i>Burial and Cremation Act 2013 and Burial and Cremation Regulations 2014</i> | Yes |
| <i>Local Government (Stormwater management) Amendment Act 2007</i> | |
| <i>Coast Protection Act 1972</i> | |
| <i>Electricity (Principles of Vegetation Clearance) Regulations 2010</i> | |
| <i>Native Vegetation Act 1991</i> | |

| | | | |
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|  City of Mount Gambier | COUNCIL POLICY RISK MANAGEMENT | Version No: | 1 |
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1. PURPOSE

- 1.1. The purpose of the Risk Management Policy (the Policy) is to enable an integrated approach to risk management through:
 - Commitment to core risk management principles;
 - Defining responsibilities for the application of risk identification, assessment, evaluation and treatment programs across Council operations;
 - A Risk Management Framework (“the Framework”) that provides the tools and programmes to underpin Council’s approach to achieving a balance between the costs of managing a risk and the anticipated benefits.
- 1.2. The management of risk will be integrated into Council’s governance structures, including decision making. Risk Management leads to the successful achievement of Council’s Vision, Strategic Plan Objectives and community expectations.
- 1.3. To achieve the objectives of the Policy, the Framework has been developed.

2. POLICY STATEMENT

- 2.1. Council is committed to maintaining and applying governance and risk management principles to ensure that any impacts to strategic and business objectives are considered and analysed.
- 2.2. Council will adopt and implement a systematic approach to identify, assess, evaluate and treat (mitigate) risks. The risk management program involves identifying opportunities to ensure Council achieves its strategic goals whilst recording and managing its operational risks.
- 2.3. Management will lead, actively participate and have complete oversight over all aspects of risk management within their areas of responsibility
- 2.4. Council will maintain the Framework consistent with the guidelines and principles of risk management as set out in the International Standard ISO31000:2018 - Risk Management Guidelines, with the goal of providing a consistent approach for dealing with uncertainties likely to impact on the achievement of Councils Vision.
- 2.5. The risk register(s) will be periodically and consistently reviewed in accordance with set timeframes identified in the Framework.

3. PERFORMANCE MEASURES

The performance of the risk management program will be measured through three distinct categories:

- Compliance with the Policy and related documentation

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- Value add to the whole of Council
- Maturity of Councils Risk Culture

4. LEGISLATIVE REQUIREMENT AND POLICY CONTEXT

- 4.1 Section 125 of the Local Government Act 1999 ('LG Act') requires Council to ensure that appropriate policies practices and procedures of internal control 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.
- 4.2 Section 132A of the LG Act requires Council to ensure that appropriate policies, practices and procedures are implemented and maintained in order to ensure compliance with statutory requirements and achieve and maintain standards of good public administration.
- 4.3 Section 134(4) (b) of the LG Act requires Council to adopt risk management policies, controls and systems.

5. DEFINITIONS

Definitions are outlined within the Framework

6. ROLES & RESPONSIBILITIES

6.1 Council

Council is responsible for the approval of this Policy and overseeing the systematic approach to managing risk across Council operations.

6.2. Audit Committee

The Audit Committee is responsible for checking that appropriate internal control and risk management policies and systems 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, to ensure adherence to management policies, to safeguard the Council's assets, and to secure (as far as possible) the accuracy and reliability of Council records.

6.3 Chief Executive Officer (CEO)

The CEO has the responsibility for ensuring that:

- a Framework is established and implemented and
- risk management is integrated into Council's activities and functions.



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6.4 Executive Team

Members of the Executive Team are responsible for:

- Commitment to promotion of this Policy and the Framework whilst monitoring Council's overall risk profile and controls;
- Reporting the status of Council's risk profile and mitigation strategies to the Audit Committee;
- The implementation, management and evaluation of risk management, in accordance with the Policy and Framework within their areas of responsibility;
- Undertaking the risk management program as per the requirements of the Policy and Framework; and
- Ensuring that risk based information is recorded in Council's Risk Register.

6.5 Management Team

The Management Team is responsible for:

- Assisting the Executive Team to develop, implement and maintain the risk management framework and program in a systematic and standardised manner;
- Development and maintenance of a Risk Register(s) that records reasonably foreseeable Operational and Strategic risks, including risk mitigation strategies;
- Assisting the Executive Team in development and compilation of reports relating to Council's risk profile and mitigation strategies.

6.5 Leadership Team

The Leadership Team is responsible for:

- Assisting the Executive and Management Teams to implement, maintain and report on the risk management framework and program in a systematic and standardised manner;

6.6 Employees, Elected Members, Volunteers and Contractors:

All Council Employees, Elected Members, Volunteers and Contractors are responsible for:

- Identifying, evaluating and managing risks in their daily activities and projects;
- Adhering to the requirements of Council's risk management policy and framework.



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7. AVAILABILITY

7.1 The Policy will be available on Council's website with hard copies supplied on request.

7. REVIEW & EVALUATION

This Policy is scheduled for review by Council in November 2023; however, will be reviewed as required by any legislative changes which may occur.

8. AVAILABILITY OF POLICY

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

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| | |
|--|--|
| File Reference: | AF18/48 |
| Applicable Legislation: | Local Government Act 1999 Work Health and Safety Act 2012 Civil Liabilities Act 1936 |
| Reference: Strategic Plan 2020-2024 | Our People Our Location Our Diverse Economy Our Climate, Natural Resources, Arts, Culture And Heritage Our Commitment |
| Related Policies: | Prudential Management Policy - P415 Risk Management Framework Policy - R305 (superseded) Emergency Management Policy |
| Related Procedures: | |
| Related Documents: | AS/NZS ISO31000:2009 Risk Management – Principles and Guidelines ISO31000:2018 Risk Management - Guidelines City of Mount Gambier Risk Management Framework Audit Committee Terms of Reference (AR11/51413[V6]) |

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DOCUMENT DETAILS

| | |
|---------------------------|--|
| Responsibility: | General Manager Shared Services |
| Version: | 1.0 |
| Last revised date: | 17 November, 2020 |
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| Minute reference: | 17 November, 2020, Council Item 24.3 – Resolution 2020/358 |
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20.7 QUARTERLY BUDGET REVIEW 1 2020-21 – REPORT NO. AR20/82630

| | |
|----------------------------------|--|
| Committee: | Audit Committee |
| Meeting Date: | 14 December 2020 |
| Report No.: | AR20/82630 |
| CM9 Reference: | AF11/863 |
| Author: | Jeroen Zwijnenburg, Manager Finance and Customer Service |
| Authoriser: | Barbara Cernovskis, Acting Chief Executive Officer |
| Summary: | Provision of the Budget Review 1 report that was presented to Council on 20 October 2020. |
| Strategic Plan Reference: | Goal 1: Our People |
| | Goal 2: Our Location |
| | Goal 3: Our Diverse Economy |
| | Goal 4: Our Climate, Natural Resources, Arts, Culture and Heritage |
| | Goal 5: Our Commitment |

REPORT RECOMMENDATION

1. That Audit Committee Report No. AR20/82630 titled 'Quarterly Budget Review 1 2020-21' as presented on 14 December 2020 be noted.
2. That the Audit Committee note the adoption of the following resulting from the first quarterly Budget Review for 2020-21:
YTD quarter 1 budget review (BR1) revisions for the FY2020/21 financial year reflect:
 - A \$2,082,000 forecasted operating deficit, representing a \$489,000 increased deficit from the original budget operating deficit of \$1,593,000;
 - A \$10,290,000 forecast net surplus, representing a \$529,000 decrease from the original budget net surplus of \$10,819,000;
 - No impairment expense within Other Comprehensive expenses at BR1.
 - A \$39,098,000 forecast capital expenditure, representing a \$1,301,000 change from the original budget capital expenditure of \$37,797,000, including a budget revision carry over to 2020/21 of \$1,856,000 and an anticipated carry-over to 2021/22 of \$1,600,000



TYPE OF REPORT

Corporate

BACKGROUND

This report is a copy of the item 24.3 of the Council's meeting from 17 November 2020.

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

In accordance with the *Local Government (Financial Management) Regulations 2011*, Regulation 9 requires Council to prepare and consider the following reports relating to the review of budgets:

- “9.1(a) At least twice, between 30 September and 31 May (both dates inclusive) in the relevant financial year (where at least 1 report must be considered before the consideration of the report under sub regulation (1)(b), and at least 1 report must be considered after consideration of the report under sub regulation (1)(b)) - a report showing a revised forecast of its operating and capital investment activities for the relevant financial year compared with the estimates for those activities set out in the budget presented in a manner consistent with the note in the Model Financial Statements entitled Uniform Presentation of Finances;*
- 9.1(b) Between 30 November and 15 March (both dates inclusive) in the relevant financial year – a report showing a revised forecast of each item shown in its budgeted financial statements for the relevant financial year compared with estimates set out in the budget presented in a manner consistent with the Model Financial Statements.*
- 9.2 A council must also include in a report under sub regulation (1)(b) revised forecasts for the relevant financial year of the council's operating surplus ratio, net financial liabilities ratio and asset sustainability ratio compared with estimates set out in the budget presented in a manner consistent with the note in the Model Financial Statements entitled Financial Indicators.”*

Section 123 7(a)(b) of the Local Government Act 1999 (the 'Act) states that each budget of council must:

- “7(a) Be considered in conjunction with the council's annual business plan (and must be consistent with that plan, as adopted); and*
- 7(b) Be adopted by the council after the council has adopted its annual business plan.”*

PROPOSAL



DISCUSSION

Timing

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

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

Budget Review Workshop with Elected Members

This report was included in the 20 October 2020 Council agenda and, at that meeting, it was referred to a workshop. This workshop was subsequently held at 9 November 2020.

The 2020-21 original budget includes an operating deficit of \$1,593,000 and is subject to multiple influences in this financial year, including Council's COVID-19 response and impact, as well as the impact of the Community and Recreation Hub on its financial position.

Separate workshops with Elected Member for both BR2 and BR3 will be planned in line with the above schedule. For BR2 purposes Council will have half year actuals that will provide a strong indication of the trend compared to budget, the Community and Recreation Hub Progress Claim timeline and Federal and State Funding timelines are expected to be known, as well as many of the 2020-21 operational and capital projects that form a part of this year's budget will have been started by Council. This will then provide a strong basis for a solid review of the actual to budget situation for Council.

Contents of BR1 2020-21

This year's BR1 includes both the review of the operational as well as the capital budget, as well as the inclusion of the capital works-in-progress.

In previous years, the capital works in progress were addressed as a separate item from the Budget Review 1 process. This year, and going forward, this will be incorporated into the first Budget Review to ensure that the accurate carry forward is included, while at the same time the carry forward amount into the next financial year is considered in the same Budget Review. The result will be a more accurate inclusion of both the financial year's and the following financial year's carry forward.

A. Capital carry forward from 2019/20 into 2020/21

As part of Council's budget review process for the 2019/20 financial year, any capital works-in-progress (CWIP) as at 30 June 2020 that was not completed in 2019/20 financial year requires a revision to be made to be included in the 2020/21 budget.

As by its nature part of Council's capital work portfolio straddles financial years a portion of the capital expenditure budget carries over as CWIP into the next financial year.

Table 1 shows this year's CWIP. Table 2 shows an overview of CWIP for FY2021 as well as prior years. The table indicates, with the 'WIP to next year' being less than the 'Potential capex WIP' for each of these years, that either:

- certain capex is completed within less than budgeted expenditure; and/or
- that not all capex that has not been completed is necessarily rolled over into the next financial year.

A carry forward of \$1,856,000 for CWIP to the 2019/20 budget (2019/20: \$2,201,000) is required in order to complete capital works in progress carried over from Council's adopted 2019/20 budget.



| Item | Amount | Comment |
|--|--------------------|--|
| Unit 123 - Motor Vehicle GM City Infrastructure | \$46,000 | Tender specification not completed before end of June 2020 |
| Unit 6 - Water Truck | \$162,583 | Ordered but hadn't arrived before end of June 2020 |
| Unit 91 – Line-marking Machine | \$34,130 | Ordered July/August 2020 |
| Melaleuca Reserve Pump Track | \$50,000 | Melaleuca park playground budgeted in FY2020 - proposed to create pump track in FY2021 instead |
| Railway Station Building | \$605,278 | Railway station building not completed in FY2020 |
| Concrete Storage Bays | \$14,788 | Started in FY2020, not completed due to be completed in September 2020 |
| Kennedy Avenue | \$555,585 | Started kerbing in FY2020, road to be completed by GEM in GY2021 |
| Crouch Street | \$136,100 | Finished early July 2020 |
| Stormwater/Drainage - Krummel St | \$46,107 | Still to be completed |
| Footpath - Kurrajong Street - Vansittart to Betula | \$40,200 | |
| Footpath - North Tce - Cobblestone to Kennedy | \$67,729 | Finished early FY2021 |
| Footpath - Pinehall Ave - Wehl to Vivienne | \$6,095 | Waiting for land transfer |
| Footpath - Wehl St - Woodlands to Pinehall | \$26,402 | Waiting for land transfer |
| Gallery Lighting Upgrade | \$50,000 | Not started in FY2020 |
| Exhibition Space Upgrade | \$15,000 | Furniture ordered in FY2020 - did not arrive before the end of June 2020 |
| Total Carryover | \$1,855,997 | |

| Year | Capex Carry forward from prior year (A) | Capex original budget (B1) | CaRH original budget (B2) | Capex original budget (B) Total | Capex Council Resolutions in year '(C1) | BR Transfer to next FY (C2) | Total (D) (A+B+C) | | |
|-------------|---|----------------------------|---------------------------|---------------------------------|---|-----------------------------|------------------------------|---------------------------------|------------------------------------|
| 2019 | 1,108 | 8,159 | - | 8,159 | 540 | - | 9,807 | | |
| 2020 | 2,201 | 7,877 | 2,617 | 10,494 | - | (1,655) | 11,040 | | |
| 2021 | 1,856 | 11,024 | 26,773 | 37,797 | 1,045 | (1,600) | 39,098 | | |
| Year | Note 7 Additions actuals (E1) | CaRH WIP actuals (E2) | Other Capital WIP (E3) | Total Capital WIP (E2 & E3) | WIP increase / (decrease) (E4) | Total true Capex (E1 - E4) | Potential capex Rollover (F) | Capex Rollover to next year (G) | Capex reduction / (capex increase) |
| 2019 | 7,266 | 540 | 249 | 789 | 515 | 7,781 | 2,566 | 2,201 | 365 |
| 2020 | 7,873 | 2,080 | 501 | 2,581 | 1,792 | 9,665 | 2,493 | 1,856 | 637 |
| 2021 | | | | | | | | 1,600 | |

B. Capital carry forward from 2020/21 into 2021/22



Table 1 also indicates that, based on the last many years, it is expected that of this year's budget a portion will result in CWIP to be carried over to the 2022 financial year. Although the Council aims to complete as much of its CWIP within the financial year in which it was budgeted for originally, some roll over into a next financial year is a natural consequence of managing CWIP, with the end of the financial year being an arbitrary deadline for closing of project.

A carry forward of \$1,600,000 for CWIP to the 2020/21 budget year (2020/21 per BR2: \$1,655,000) is anticipated at this point in time. In the next budget reviews this figure will become more precise.

C. Community and Recreation Hub

Within the 2020/21 capital Council has budgeted for a \$26,773k capital expense on the Community and Recreation Hub (CaRH). Both expected capital expenditure and timing of incurring this expenditure has changed, as well as the timing of the Federal and State funding contribution to the CaRH. Work is on-going with both the State and Federal Government funding partners to agree new funding milestones which will affect future income and expenditure. In quarter 2 of this financial year this information will be clearer and therefore the CaRH financial implications for the budget will be updated in BR2.

D. Operating expenditure and income & comprehensive income BR1

Table 3 provides detail of the income and expense adjustments as part of BR1. The major BR1 revisions are:

- Depreciation (BR1-12): Per 30 June 2020 AssetVal performed a revaluation of Council's Buildings & structures and Infrastructure assets. Changes in value and changes in estimated lives result in additional depreciation of **\$333,000** for 2020-21.
- The Commonwealth Finance Assistance Grant (BR1-13): Local Roads (ILRG) FY2021 component adjusted - \$85,000 reduction - General Purpose Grant (GPG) FY2021 component adjusted - \$72,000 reduction. As the expectation is that Council will also receive 50% of the FY2022 amount in FY2021 this total of \$157,000 is then doubled to **\$313,000**.
- The Library coffee shop arrangements (BR1-38), put in place just before COVID-19 started on an interim basis, requires an additional **\$120,000** under the assumption that this continues under the current arrangement.
- Special Roads Funding (BR110): **\$380,000** additional income (Note: under capital this leads to additional \$570,000 Special Local Roads).
- The delayed roll-out of ePlanning (BR1-37) results in a revision of the originally subdued income estimates for Development & Building approvals, resulting in **\$140,000** additional revenue.
- The line-marking contract (BR1-39) inclusion in the 2021 budget for **\$85,500**.
- Other changes in operating expenditure and income: Total additional expenditure of **\$158,000**.

The year to date 2020/21 BR1 has resulted in a **\$489,550** deterioration to the operating net deficit forecasted position, from a budgeted deficit of \$1,593,000 to a deficit of **\$2,082,000**.

- Additionally, BR1 forecasts another \$39,400 variance to the Comprehensive income lines below the operating deficit line on the Statement of Comprehensive Income.



| TABLE 3: OPERATIONAL EXPENDITURE BUDGET ESTIMATE REVISIONS SINCE ADOPTION OF THE ORIGINAL 2020/21 BUDGET – IMPACT ON PROFIT & LOSS STATEMENT. | | | |
|--|-----------------|--|-----------------------|
| Item | CoMG ref | Adjustment to Estimates - Description | P&L impact |
| 1 | BR1-03 | Street Sweeping/Median Maintenance - DPTI - Income not included in budget FY2021 | (23,000) |
| 2 | BR1-04 | Vibrant Mount Gambier \$5,000 funding | (5,000) |
| 3 | BR1-10 | Special Local Roads Funding | (380,000) |
| 4 | BR1-11 | LGRS Insurance Risk Sessions | 32,500 |
| 5 | BR1-12 | Depreciation adjustment | 332,713 |
| 6 | BR1-13 | Commonwealth Financial Assistance Grant | 313,282 |
| 7 | BR1-18 | Theodolite replacement | (15,000) |
| 8 | BR1-21 | Blue Lake Sports Club Master Plan | 50,000 |
| 9 | BR1-26 | AssetVal payment carried over from FY2020 | 12,450 |
| 10 | BR1-30 | Salaries & Wages including adjustment 27 th pay in June 2021 | 66,732 |
| 11 | BR1-35 | Lease NPV Interest and Amortisation adjustments | 39,373 |
| 12 | BR1-37 | Increased Development & Building Approvals | (140,000) |
| 13 | BR1-38 | Extension of interim library & coffee shop arrangement | 120,000 |
| 14 | BR1-39 | Line-marking contract | 85,500 |
| Total | | Budget review Q1 YTD increase in operating deficit | 489,550 |
| 15 | BR1-05 | Vehicle Carryover Capital from 2019/20 | 21,000 |
| 16 | BR1-16 | Plant Replacement Changes | 18,400 |
| Total | | Budget review Q1 YTD increase in comprehensive (income) / expense | 39,400 |
| Total | | Change in total comprehensive income | 528,950 |
| (*) Council previously approved BR measures | | | |

E. YTD BR1 Capital expenditure

Table 3 provides detail of the capital expenditure adjustments as part of BR1. The major adjustments include:

- Carry-over from FY2019/20 (see under A.): **\$1,856,000** increase
- Carry-over to FY2020/21 (see under B.): **\$1,600,000** reduction
- Special Roads (BR1-10): **\$570,000** additional capital (Note: under income this leads to an additional \$380,000 Special Local Roads Funding.
- Works depot offices (BR1-09): **\$250,000** project allocation
- Plant replacement (BR1-16): **\$67,000** allocation
- Reseal and 3 sheds at Cleanaway site (BR1-19): **\$100,000** allocation
- Davidson Drive Guard Rail (BR1-14): **\$33,000** allocation
- Other (BR1-18, BR1-27): **\$25,000** allocation

The BR1 capital expenditure budget for 2020/21 amounts to \$38,053,000. This represents the original budget amount of \$37,797,000, an additional **\$1,856,000** in carry-over from last financial year, **\$1,600,000** carry-over into next financial year and **\$1,045,000** new capital expenditure items, as listed above.



| TABLE 4: CAPITAL EXPENDITURE BUDGET ESTIMATE REVISIONS SINCE ADOPTION OF THE ORIGINAL 2020/21 BUDGET – IMPACT ON BALANCE SHEET. | | | |
|--|-----------------|---|------------------|
| Item | CoMG ref | Adjustment to Estimates - Description | BS impact |
| 1 | BR1-05 | Vehicle Carryover Capital from 2019/20 | 242,713 |
| 2 | BR1-06 | Buildings & Structures Carryover Capital from 2019/20 | 670,066 |
| 3 | BR1-07 | Infrastructure Carryover Capital from 2019/20 | 878,218 |
| 4 | BR1-08 | Main Corner Complex Carryover Capital from 2019/20 | 65,000 |
| 5 | BR1-09 | Works Depot Offices | 250,000 |
| 6 | BR1-10 | Special Local Roads Funding | 570,000 |
| 7 | BR1-14 | Davison Drive Guard Rail | 32,990 |
| 8 | BR1-16 | Plant Replacement Changes | 67,000 |
| 9 | BR1-18 | Theodolite replacement | 15,000 |
| 10 | BR1-19 | Reseal and 3 sheds at Cleanaway site - Feb 2021 | 100,000 |
| 11 | BR1-27 | CMS Upgrade | 10,000 |
| 12 | BR1-31 | Carry-over BR1 estimate to 2021/22 financial year | (1,600,000) |
| Total | | Budget review Q1 YTD overall impact BS | 1,300,987 |
| (*) Council previously approved BR measures | | | |

The tables 3 and 4 include estimates as part of the year to date 2020/21 BR1, since adoption of the original 2020/21 Budget, including the financial implications of any Council resolved changes since the original adoption of the budget.

The attached Proforma Statement of Comprehensive Income, Proforma Statement of Financial Position, Proforma Statement of Changes in Equity and Proforma Statement of Cash Flows provide a comparison to the adopted Annual Business Plan and Budget 2020/21, the Budget Revision One and the 2020 and 2019 actuals.

The following is noted for information:

FY2020/21 original budget (AR20/37658)

The original adopted 2020/21 Annual Business Plan and Budget included:

- A net surplus of \$10,819,000 and an operating deficit of \$1,593,000
- Net capital expenditure (Capex) \$37,797,000

CONCLUSION

The quarter 1 budget review (BR1) forecasts:

- A \$2,082,000 forecasted operating deficit, representing a \$489,000 increased deficit from the original budget operating deficit of \$1,593,000;
- A \$10,290,000 forecast net surplus, representing a \$529,000 decrease from the original budget net surplus of \$10,819,000;
- No impairment expense within Other Comprehensive expenses at BR1.
- A \$39,098,000 forecast capital expenditure, representing a \$1,301,000 change from the original budget capital expenditure of \$37,797,000, including a budget revision carry over to 2020/21 of \$1,856,000 and an anticipated carry-over to 2021/22 of \$1,600,000;

As this BR1 forecasts shows a deterioration of the deficit compared to the budgeted 2020/21 deficit. As this result is also impacted by moving forward into quarter 2 some unexpended budgeted expenditure in from the first quarter of the financial year. Therefore, Council and Council Administration will work through a process in quarter 2 to identify areas where necessary savings can be made to ensure the full year result is either equal or better than the originally budgeted result.



For that purpose it is proposed that a workshop will be planned in the second quarter of this financial year to identify options for savings that will assist Council to return to the originally budgeted deficit of \$1,593,000 for the full 2020/21 financial year and for these measures to be included in the second quarter budget review (BR2).

LEGAL IMPLICATIONS

Nil

STRATEGIC PLAN

Nil

COUNCIL POLICY

Nil

ECONOMIC IMPLICATIONS

Nil

ENVIRONMENTAL IMPLICATIONS

Nil

SOCIAL IMPLICATIONS

Nil

CULTURAL IMPLICATIONS

Nil

RESOURCE IMPLICATIONS

Nil

VALUE FOR MONEY

Nil

RISK IMPLICATIONS

Nil

EQUALITIES AND DIVERSITY IMPLICATIONS

Nil

ENGAGEMENT AND COMMUNICATION STRATEGY

Nil

IMPLEMENTATION STRATEGY

Nil

CONCLUSION AND RECOMMENDATION

For information.

ATTACHMENTS

1. Proforma Financial Statements Budget Review 1 FY2021 (BR1) - attachment to Council Report
[↓](#)



City of Mount Gambier

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

| | | FY BR1 2021 \$'000 | FY Budget 2021 \$'000 | 2020 \$'000 | 2019 \$'000 |
|--|---|--------------------------|-----------------------------|----------------|----------------|
| INCOME | | | | | |
| Rates | 2 | 22,809 | 22,809 | 22,138 | 21,432 |
| Statutory charges | 2 | 409 | 309 | 523 | 426 |
| User charges | 2 | 5,354 | 5,354 | 5,318 | 5,021 |
| Grants, subsidies and contributions | 2 | 4,772 | 4,680 | 4,227 | 4,435 |
| Investment income | 2 | - | - | 55 | 86 |
| Reimbursements | 2 | 75 | 52 | 38 | 19 |
| Other income | 2 | 356 | 241 | 439 | 417 |
| Total Income | | 33,774 | 33,445 | 32,738 | 31,836 |
| EXPENSES | | | | | |
| Employee costs | 3 | 13,241 | 13,172 | 12,230 | 11,800 |
| Materials, contracts & other expenses | 3 | 14,532 | 14,154 | 13,263 | 11,972 |
| Depreciation, amortisation & impairment | 3 | 7,831 | 7,498 | 7,625 | 7,424 |
| Finance costs | 3 | 252 | 213 | 170 | 203 |
| Total Expenses | | 35,857 | 35,038 | 33,288 | 31,399 |
| OPERATING SURPLUS / (DEFICIT) | | (2,082) | (1,593) | (550) | 437 |
| Asset disposal & fair value adjustments | 4 | (52) | (13) | (472) | (594) |
| Amounts received for new or upgraded assets | 2 | 12,425 | 12,425 | - | 105 |
| Physical resources received free of charge | 2 | - | - | 737 | 159 |
| NET SURPLUS / (DEFICIT) transferred to Equity Statement | | 10,290 | 10,819 | (285) | 107 |
| Other Comprehensive Income | | | | | |
| <i>Amounts which will not be reclassified subsequently to operating result</i> | | | | | |
| Changes in revaluation surplus - infrastructure, property, plant & equipment | | | | | 56 |
| Impairment (expense) / recoupments offset to asset revaluation reserve | 3 | - | - | (327) | - |
| Total Other Comprehensive Income | | - | - | (327) | 56 |
| TOTAL COMPREHENSIVE INCOME | | 10,290 | 10,819 | (612) | 163 |



City of Mount Gambier

Proforma Statement of Financial Position
Budget Review 1 FY2021, Budget FY2021, Actual 2020 and Actual 2019

| | Notes | FY BR1 2021 \$'000 | FY Budget 2021 \$'000 | 2020 \$'000 | 2019 \$'000 |
|---|-------|--------------------------|-----------------------------|----------------|----------------|
| ASSETS | | | | | |
| Current assets | | | | | |
| Cash and cash equivalents | 5 | 1,585 | 2,155 | 4,406 | 6,069 |
| Trade & other receivables | 5 | 2,064 | 1,861 | 2,034 | 1,867 |
| Inventories | 5 | 55 | 816 | 55 | 27 |
| | | <u>3,704</u> | <u>4,832</u> | <u>6,495</u> | <u>7,963</u> |
| Non-current assets | | | | | |
| Infrastructure, property, plant & equipment | 7 | 247,425 | 277,807 | 244,262 | 244,752 |
| Other non-current assets | 6 | 29,354 | - | 2,581 | 789 |
| Total non-current assets | | <u>276,779</u> | <u>277,807</u> | <u>246,843</u> | <u>245,541</u> |
| Total assets | | <u>280,483</u> | <u>282,639</u> | <u>253,338</u> | <u>253,504</u> |
| LIABILITIES | | | | | |
| Current liabilities | | | | | |
| Trade & other payables | 8 | 2,898 | 3,065 | 2,849 | 3,017 |
| Borrowings | 8 | 570 | 213 | 558 | 195 |
| Provisions | 8 | 2,625 | 2,457 | 2,557 | 2,338 |
| Total current liabilities | | <u>6,093</u> | <u>5,734</u> | <u>5,964</u> | <u>5,550</u> |
| Non-current liabilities | | | | | |
| Borrowings | 8 | 18,756 | 21,952 | 2,189 | 2,377 |
| Provisions | 8 | 4,023 | 3,857 | 3,863 | 3,650 |
| Total non-current Liabilities | | <u>22,778</u> | <u>25,809</u> | <u>6,052</u> | <u>6,027</u> |
| Total liabilities | | <u>28,871</u> | <u>31,543</u> | <u>12,016</u> | <u>11,577</u> |
| NET ASSETS | | <u>251,612</u> | <u>251,096</u> | <u>241,322</u> | <u>241,927</u> |
| EQUITY | | | | | |
| Accumulated surplus | | 75,276 | 74,778 | 64,986 | 65,609 |
| Asset revaluation reserves | 9 | 175,462 | 175,458 | 175,462 | 175,458 |
| Other reserves | 9 | 874 | 860 | 874 | 860 |
| TOTAL EQUITY | | <u>251,612</u> | <u>251,096</u> | <u>241,322</u> | <u>241,927</u> |



City of Mount Gambier

Proforma Statement of Changes in Equity Budget Review 1 FY2021, Actual 2020 and Actual 2019

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



City of Mount Gambier

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

| | | FY BR1 2021 | FY Budget 2021 | 2020 | 2019 |
|---|-------|-----------------|-------------------|----------------|----------------|
| | | \$'000 | \$'000 | \$'000 | \$'000 |
| CASH FLOWS FROM OPERATING ACTIVITIES | Notes | | | | |
| <u>Receipts</u> | | | | | |
| Rates - general & other | | 22,809 | 22,809 | 21,957 | 21,388 |
| Fees & other charges | | 409 | 309 | 524 | 426 |
| User charges | | 5,856 | 5,889 | 5,696 | 5,459 |
| Investment receipts | | - | - | 57 | 86 |
| Grants utilised for operating purposes | | 3,485 | 3,773 | 4,227 | 4,435 |
| Reimbursements | | 83 | 57 | 42 | 21 |
| Other revenues | | 1,003 | 850 | 1,002 | 446 |
| <u>Payments</u> | | | | | |
| Employee costs | | (13,013) | (13,116) | (11,915) | (11,629) |
| Materials, contracts & other expenses | | (15,670) | (15,262) | (14,293) | (12,981) |
| Finance payments | | (138) | (138) | (170) | (161) |
| Net cash provided by (or used in) Operating Activities | | 4,822 | 5,171 | 7,127 | 7,490 |
| CASH FLOWS FROM INVESTING ACTIVITIES | | | | | |
| <u>Receipts</u> | | | | | |
| Amounts specifically for new or upgraded assets | | 13,712 | 13,332 | - | 105 |
| Sale of replaced assets | | 503 | 506 | 385 | 359 |
| Sale of surplus assets | | - | - | 72 | - |
| Repayments of loans by community groups | | - | - | 18 | 17 |
| <u>Payments</u> | | | | | |
| Expenditure on renewal/replacement of assets | | (8,806) | (8,345) | (5,627) | (4,006) |
| Expenditure on new/upgraded assets | | (29,630) | (29,639) | (3,813) | (2,265) |
| Net cash provided by (or used in) Investing Activities | | (24,221) | (24,146) | (8,965) | (5,790) |
| CASH FLOWS FROM FINANCING ACTIVITIES | | | | | |
| Proceeds from borrowings | | 16,773 | 20,000 | - | - |
| <u>Payments</u> | | | | | |
| Repayments of borrowings | | (195) | (213) | 175 | (218) |
| Net cash provided by (or used in) Financing Activities | | 16,578 | 19,787 | 175 | (218) |
| Net increase / (decrease) in cash held | | (2,821) | 812 | (1,663) | 1,482 |
| Cash & cash equivalents at beginning of period | 10 | 4,406 | 2,958 | 6,069 | 4,587 |
| Cash & cash equivalents at end of period | 10 | 1,585 | 3,770 | 4,406 | 6,069 |

Note for BR1 Proforma Statement of Cash Flows: There are differences in the Proforma Statement of Cash Flows for the FY2021 Budget included above compared to the Statement presented as part of the budget at the Council meeting and adopted on 23 June 2020. These changes have no bottom line impact but reflect changes to allocation to Cash Flow lines. Examples include: the allocation of the NRM Levy income under Rates - general & other: where in June 2020 these were presented under Materials, contracts & other expenses (\$1,151,000); the impact of the GST gross up which is to be included in the Statement of Cash Flows and was not included in the budget version per June - this impacts user charges by \$535,000, Reimbursements by \$5,000, other revenues by \$609,000 and Materials, contracts and other expenses by (\$1,149,000) - a net change of nil.

City of Mount Gambier

Proforma Notes

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

Note 14 - Financial indicators

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

| | FY BR1 2021 | FY Budget 2021 | 2020 | 2019 | 2018 |
|--------------------------------|----------------|-------------------|--------|------|------|
| Operating surplus ratio | | | | | |
| <u>Operating surplus</u> | | | | | |
| Total operating revenue | (6.2%) | (4.8%) | (7.0%) | 1.4% | 6.0% |

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

Net financial liabilities ratio

| | | | | | |
|----------------------------------|-----|-----|-----|-----|-----|
| <u>Net financial liabilities</u> | | | | | |
| Total operating revenue | 85% | 94% | 99% | 11% | 17% |

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

Adjustments to ratios

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

| | | | | | |
|---|--------|--------|--------|--------|------|
| Adjusted operating surplus ratio | (6.5%) | (5.1%) | (4.9%) | (0.7%) | 5.5% |
| Adjusted financial liabilities ratio | 85% | 94% | 85% | 10% | 17% |
| Asset renewal funding ratio | | | | | |
| <u>Net asset renewals</u> | | | | | |
| Asset Management Plan required expenditure | 122% | 115% | 105% | 68% | 72% |

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



City of Mount Gambier

Proforma Notes

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

Note 15 - Uniform presentation of finances

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

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

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

| | FY BRX 2021 \$'000 | FY Budget 2021 \$'000 | 2020 \$'000 | 2019 \$'000 |
|--|--------------------------|-----------------------------|----------------|----------------|
| Income | 33,774 | 33,445 | 32,738 | 31,836 |
| Expenses | 35,857 | 35,038 | (33,288) | (31,399) |
| Operating surplus / (deficit) | (2,082) | (1,593) | (550) | 437 |
| Net outlays on existing assets | | | | |
| Capital expenditure on renewal and replacement of existing assets | 8,806 | 8,345 | 5,627 | 5,346 |
| Depreciation, amortisation and impairment | (7,831) | (7,498) | (7,625) | (7,424) |
| Proceeds from sale of replaced assets | (503) | (506) | (385) | (359) |
| | 472 | 340 | (2,383) | (2,437) |
| Net outlays on new and upgraded assets | | | | |
| Capital expenditure on new and upgraded assets <i>(including investment property & real estate developments)</i> | 29,630 | 29,639 | 3,813 | 566 |
| Amounts received specifically for new and upgraded assets | (13,712) | (13,332) | - | (105) |
| Proceeds from sale of surplus assets <i>(including investment property and real estate developments and non-current assets held for resale)</i> | - | - | (457) | 359 |
| | 15,918 | 16,307 | 3,356 | 820 |
| Net lending / (borrowing) for financial year | (18,472) | (18,240) | (1,523) | 2,054 |



20.8 COUNCIL BUDGET, LTFP AND AMPS REVIEW PROCESSES FOR 2021-22 – REPORT NO. AR20/82421

| | |
|----------------------------------|---|
| Committee: | Audit Committee |
| Meeting Date: | 14 December 2020 |
| Report No.: | AR20/82421 |
| CM9 Reference: | AF11/863 |
| Author: | Jeroen Zwijnenburg, Manager Finance and Customer Service |
| Authoriser: | Barbara Cernovskis, Acting Chief Executive Officer |
| Summary: | The audit committee had a workshop to discuss aspects in relation to the LTFP, the AMPs, the CaRH and its interrelationships. This report references to this workshop and highlights some of the interrelationships between these various components of the Annual Business Plan & Budget process and the inputs into this process for the 2021/22 financial year. |
| Strategic Plan Reference: | Goal 1: Our People Goal 2: Our Location Goal 3: Our Diverse Economy Goal 4: Our Climate, Natural Resources, Arts, Culture and Heritage Goal 5: Our Commitment |

REPORT RECOMMENDATION

- That Audit Committee Report No. AR20/82421 titled 'Council budget, LTFP and AMPS review processes for 2021-22' as presented on 14 December 2020 be noted.



TYPE OF REPORT

Choose an item.

BACKGROUND

The audit committee functions include (Local Government Act 1999 – Paragraph 126 (4) (c) ‘reviewing the adequacy of the accounting, internal control, reporting and other financial management systems and practices of the council on a regular’. Council’s audit committee annual work program for FY2021 includes, under the ‘Internal Controls, Risks and Improvement plans’ the ‘FY2021 Budget process and parameters’.

This is always an important function for the audit committee but in light of the impact of COVID-19 and the Community and Recreation Hub it is essential.

At the October 2020 audit committee meeting the committee requested an opportunity to work through the current status of Council’s Long Term Financial Plan (LTFP), Asset Management Plan (AMP) and review of the Community and Recreation Hub (CaRH). For that reason, an audit committee workshop is planned for Thursday 10 December 2020.

BASIS.PROPOSAL

Council started its LTFP in 2018 and uses the LTFP tool provided by LG Solutions. This excel based tool is used by multiple Council’s in South Australia as well as in other States and is well tested.

The third party created and maintained tool provides a robustness to the process and through that mitigates some of the risks that Council would face if it would rely on its own (excel) models.

The model allows for very detailed assumptions per general ledger line, however this brings with it the risk of complicating the outcomes.

Where for the 2018/19 to 2020/21 LTFPs the grouping of general ledger accounts was applied uniquely for LTFP purposes, for the latest 2021/22 LTFP Council has updated the model with the general ledger hierarchy that is also applied in its financial reporting. This allows (e.g.) reporting by portfolio, master, sub and resource, as well as by groupings applied in the financial statement. This consistency in reporting structure for management reporting and LTFP improves understanding.

To put this in another way, Council has opted to maintain the LTFP to the lowest level in the hierarchy.

Regarding the assumptions applied to the data uploaded Council has aimed to find a balance between detail and high-level assumptions, in order to be able to explain all the assumptions in the model, rather than have to rely on more detailed documents to confirm its assumptions. The area of exception here is the Community and Recreation Hub assumptions for the construction and the operating model, as these are based on the most detailed version of that data available per 28 November 2020.

The LTFP has various inputs, including:

- Historical Council financials. These drive assumptions about depreciation, prepayments, accounts receivable and payable balances, etc. and forms a starting point for the LTFP to which other assumptions are applied
- The latest budget which drives, in the profit & loss statement, the starting point for the LTFP to which other assumptions (see below) are applied
- The latest budget review data, when available, replaces the budget data as starting point for the LTFP
 - as Council is managing its performance against budget with the aim of achieving budget, the budget review data is currently not uploaded into the model
- Assumptions on inflation of the various revenue and expense lines for the future years
- Once off ‘known’ impacts on the forecast (e.g. four yearly election expenses)



- The Asset Management Plans
- The Community and Recreation Hub financial assumptions for both construction and the operating model, based on 28 November 2020 assumptions on timing and overall costs.

Every year, as a first step in the preparation for the budget process, the LG Solutions LTFP model is updated for the above.

LEGAL IMPLICATIONS

Nil

STRATEGIC PLAN

Council's Strategic Plan and Council's LTFP need to be in sync. The Strategic Plan indicates the direction that Council is heading, where the LTFP aids Council in determining the financial viability of its Strategic plan project taking into account all financial repercussions of its commitments. The LTFP highlights where Council has additional or reduced scope to take on new projects, as well as the need to raise additional revenue, reduce expenditure, change the cash outflows or inflows in order to operate within its means. Some of these measures set by Council internally (e.g. rates revenue and user charges), while others are requirements that come from third parties (e.g. LGA, LGFA guidance). Managing the Strategic Plan and the LTFP is a delicate balancing act of resource allocation to priority projects.

The LTFP projects:

- Profit & loss: the operating surplus / (deficit), the comprehensive surplus deficit,
- Balance sheet: the outcomes to the balance sheet and its impacts on some of the financial ratios, including the financial sustainability ratio
- Cash Flow statement: projection of cash position before and after borrowings, and the overall capital and loan positions.

These outcomes then impact the scope and size of the Strategic Plan's options for Council and vice versa.

COUNCIL POLICY

Nil

ECONOMIC IMPLICATIONS

The Asset Management Plans impact on what the community sees from Council in infrastructure (e.g. roads, buildings & structures) and services (e.g. landfill, IT and others), are derived from Council's Strategic Plan, as well as provide an important input into the LTFP.

AMPs are long-term plans and are not aimed to identify the particular projects (which is what is done within the bi-annual works programme compilation process), but to set the long-term trajectory, with only major projects included when this leads to a deviation from the average trend over the 10 years of its horizon. The works programme is that reviewed against the AMPs to ensure Council's short-term plan fits within the Council determined longer term AMP.

By early December 2020 Council administration, as part of preparing the AMPs for inclusion in the LTFP and Annual Business Plan & Budget (ABP&B), has

- worked through the AMP's and identified changes to Council that are not reflected correctly in the AMP's (e.g. CaRH)
- identified asset values and depreciation charges for each class of asset



- identified assets not previously contained in any AMP, added these to the iServices AMP and renamed this plan as the Library, IT & Sundry AMP
- reviewed the optimal level of renewal (the denominator in the assets sustainability ratio)
 - historically Council used either the annual depreciation per year or the planned AMP capital amounts as its optimal level
 - Council has now changed this to include its assessment of the need for renewal by asset class (e.g. where heritage related assets or park infrastructure works tend not to be replaced in full over the depreciation period. The optimal level of renewal for each sub-class of asset has been reset (e.g. 100%, 50% or 0% Depreciation etc.)
- Estimated spend for new/upgraded assets based on historical spend

Before the FY2021 LTFP and AMP workshops Council administration also plans to:

- work through Caroline landfill / waste management capital expenditure plan
- confirm the Plant & Equipment replacement programme, and
- include updated maintenance spend for relevant asset classes

Through these exercises the quality of the AMPs is gradually improved, and these will form a strong benchmark for the future expenditure and cash flow inputs into the LTFP.

ENVIRONMENTAL IMPLICATIONS

Nil

SOCIAL IMPLICATIONS

Nil

CULTURAL IMPLICATIONS

Nil

RESOURCE IMPLICATIONS

Nil

VALUE FOR MONEY

Nil

RISK IMPLICATIONS

The LTFP, AMPs, ABP&B are important tools to manage Council's risk management around Strategic Plan implementation, affordability, financial management within financial constraints. These tools allow Council to make decisions that meet Council's long term goals within its fiscal constraints.

EQUALITIES AND DIVERSITY IMPLICATIONS

Nil

ENGAGEMENT AND COMMUNICATION STRATEGY

Nil

IMPLEMENTATION STRATEGY

Compared to prior years Council is bringing forward the workshop around LTFP and AMPs to early February 2021. Combined with a stronger focus on quarterly budget reviews this will assist Council in its implementation.



CONCLUSION AND RECOMMENDATION

The LTFFP, AMP and ABP&B for 2021-22 and the quarterly budget reviews for 2020-21 are being reviewed with increased intensity to ensure Council considers all material aspects of its Strategic planning and major projects. The Council administration's review of the AMPs is ongoing, providing input into the LTFFP, in preparation for workshops with Elected Members at the start of the 2021-22 budget process.

ATTACHMENTS

Nil

