

# AGENDA

## Ordinary Council Meeting

Tuesday 15 October 2024

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

**Time:** 6:00 pm  
**Date:** Tuesday 15 October 2024  
**Location:** Council Chamber - Civic Centre  
10 Watson Terrace, Mount Gambier



Sarah Philpott  
**CHIEF EXECUTIVE OFFICER**  
11 October 2024

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**1 ACKNOWLEDGEMENT OF COUNTRY**

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

**2 APOLOGIES**

That the apology from Cr Frank Morello be received.

**3 LEAVE OF ABSENCE**

Nil

**4 CONFIRMATION OF COUNCIL MINUTES**

**4.1 CONFIRMATION OF COUNCIL MINUTES**

**RECOMMENDATION**

That the minutes of the Ordinary Council Meeting held on 17 September 2024 and the Special Council Meeting held on 25 September 2024 be confirmed as an accurate record of the proceedings of the meetings.

**5 MAYORAL REPORT**

**5.1 MAYORAL REPORT - OCTOBER 2024**

- Regional Radiation Therapy Group Meeting: Tour of cancer care services with LCLHN
- Friendship Force Ceremony – Delegation from Tarapoto Peru
- Visit by the Her Excellency the Honourable Sam Mostyn AC, Governor-General of Australia
  - Mount Gambier Farmers Market
  - Riddoch Art Gallery
  - Luncheon with community representatives
  - Ryder-Cheshire Home Foundation
- Interfaith Service – Global Peace Day 2024
- CMCA National Rally Official Opening Reception and Ceremony
- Radio Interview with Llew Jones – 5GTR-FM
- Interview (Governor-General visit) – ABC SE
- Meeting with Colin Byles, LCLGA Interim Executive Officer
- Confidential Elected Member Briefing – Waste Services Update
- Elected Member Briefing – Community Renewables Program
- Elected Member Briefing – Beacon Arts Project
- Meeting with CEO's and Mayors of District Council of Grant and Kingston District Council and Sarah Philpott, CEO – preparation for Public Hearing to Standing Committee of Inquiry into Local Government sustainability on 27/9/2024



- Elected Member Briefing – Consideration for Grant Funding Request for Generations in Jazz Event
- Special Council Meeting – Generations in Jazz Grant Funding
- LCLGA Mayors Catch Up (virtual)
- Public Hearing to Standing Committee of Inquiry into Local Government sustainability (teleconference)
- Radio interview – Citizen of the Year Awards – Southern Cross Austereo
- Citizenship Ceremony
- Tour of Mount Gambier Library with Minister for Human Services and Minister for Seniors and Ageing Well, the Hon. Nat Cook MP
- Elected Member Briefing – Presentation of Council’s Draft Strategic Plan 2024-2028
- Elected Member Briefing – Mount Gambier and District Tennis Association
- Meeting with Manager Governance and Property – Mayor’s Christmas Appeal
- Regional SAROC Meeting (DC Grant)
- OneFortyOne official announcement of Renewable Power Generation at Jubilee Sawmill with Premier Malinauskas
- Official launch of the Forestry Centre of Excellence with Premier Malinauskas
- Regional SAROC Dinner
- SAROC Tour of DC Grant Council area
- BrickGambier 2024 VIP Night
- Inside Line Mountain Bike Event – Closing Ceremony
- Probus Club of Mount Gambier annual celebration event – meeting and morning tea
- Elected Member Briefing – Review of Pioneers Sponsorship and Access to Wulanda Recreation and Convention Centre
- Yerkalalpata Community Reference Group agenda run through with CEO, Sarah Philpott and internal Council staff
- LCLGA Mayors Catch Up (virtual)
- Meeting with Colin Byles, LCLGA Interim Executive Officer
- LCLGA Special Board Meeting (Naracoorte)
- LCLGA Workshop (Naracoorte)
- Yuldea – performance by Bangarra Dance Theatre

**RECOMMENDATION**

That the Mayoral Report be received.

**6 REPORTS FROM COUNCILLORS**



## 6.1 REPORTS FROM COUNCILLORS

Cr Josh Lynagh Meeting with Gareth Lewis and Chelsea Sinnott from Music SA, Citizenship Ceremony, Battle of the Bands, LCLHN Health Advisory Council Presiding Member Forum

## 7 QUESTIONS WITH NOTICE

Cr Kate Amoroso gave notice of her intention to ask the following questions:

### 7.1 Hard Waste Collection

Could we please be provided with an update and the community be advised on where we are regarding hard waste collection services.

*Rationale:*

*As we are heading into better weather, people are spring cleaning and I have been receiving a steady flow of messages enquiring about Council's hard waste collection service.*

**Answer:**

To be provided at the meeting.

### 7.2 Status of Mountain Bike Trail

Can Council please be provided a status update on reopening of the (currently) closed mountain bike trails?

**Answer:**

To be provided at the meeting.

### 7.3 Signage - Mountain Bike Trail

I am aware signage is a costly exercise and best done once the mountain bike trail network upgrade has been completed but can temporary signage be organized in the meantime so that local and visiting riders are aware of the trails and aware of the gradient of the trail so that all riders are informed and safe and not riding trails beyond their ability?

**Answer:**

To be provided at the meeting.

Cr Paul Jenner gave notice of his intention to ask the following questions:

### 7.4 LCLGA

Can Council please have an explanation of the current status of the waste project with the LCLGA, the budget expended in undertaking the initial stage, any further budget allocations and what were the barriers to this project proceeding?

**Answer**

To be provided at the meeting.

## 8 QUESTIONS WITHOUT NOTICE

## 9 PETITIONS

Nil



**10 DEPUTATIONS**

Nil

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

Nil

**12 ELECTED MEMBERS INFORMATION BRIEFING SESSIONS**

**RECOMMENDATION**

That Council Report titled Elected Member Information Briefing Sessions held since the previous Council Meeting be noted.

**ATTACHMENTS**

1. Impromptu Information Briefing Session - Elected Members - Record of Proceedings - 17/09/2024 - CEO Update [**12.1.1** - 1 page]
2. Information Briefing Session - Elected Members - Record of Proceedings - 24/09/2024 - Confidential Waste Services Update - Community Renewables Project - Beacon Arts Project [**12.1.2** - 2 pages]
3. Information Briefing Session - Elected Members - Record of Proceedings - 25/09/2024 - Consideration for Grant Funding Request for Generations in Jazz Event [**12.1.3** - 1 page]
4. Information Briefing Session - Elected Members - Record of Proceedings - 01/10/2024 - Presentation of Council's Draft Strategic Plan 2024-2028 - Mount Gambier and District Tennis Association [**12.1.4** - 2 pages]
5. Information Briefing Session - Elected Members - Record of Proceedings - 08/10/2024 - Review Pioneers Sponsorship and Access to Wulanda Recreation and Convention Centre and CEO Operational Update [**12.1.5** - 2 pages]



**INFORMATION / BRIEFING SESSION  
8:00 PM, TUESDAY, 17 SEPTEMBER 2024**

Ref: AF22/549

RECORD OF PROCEEDINGS  
**8:00 PM, TUESDAY, 17 SEPTEMBER 2024**  
Council Chamber, Civic Centre  
10 Watson Terrace, Mount Gambier

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

*The CEO provided an impromptu update to Councillors on a number of operational matters. Whilst this was not called as an informal briefing and matters updated will not be the subject of decision for Council, a record has been provided for the interest of the community.*

**1. IMPROMPTU CEO BRIEFING**

**MEMBERS PRESENT:-**

**STAFF PRESENT:-**

Mayor Lynette Martin  
Cr Max Bruins  
Cr Sonya Meziniec  
Cr Frank Morello  
Cr Paul Jenner  
Cr Josh Lynagh  
Cr Kate Amoroso

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

**MEMBERS APOLOGIES:-**

**LEAVE OF ABSENCE:-**

Cr Mark Lovett  
Cr Jason Virgo

Nil

**DISCUSSION:**

CEO operational briefing topics:

- Media interviews regarding Council matters
- Social media activity, referral of questions and enquiries
- Suggestion by Councillor regarding information available on the Council website and the role and function of Councillors
- Update in recent community discussions

Discussion closed at 8.10 p.m.

**INFORMATION / BRIEFING SESSION  
5:00 PM, TUESDAY, 24 SEPTEMBER 2024**

Ref: AF22/549

**RECORD OF PROCEEDINGS  
5:00 PM, TUESDAY, 24 SEPTEMBER 2024**

Council Chamber, Level 4, Civic Centre,  
10 Watson Terrace, Mount Gambier

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

*The session described at Item 1. will not be open to the public as the matter to be discussed is of a confidential nature within the ambit of Section 90(3) of the Local Government Act 1999 being:*

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

**1. Confidential Waste Services Update**

**MEMBERS PRESENT:-**

**STAFF PRESENT:-**

Mayor Lynette Martin  
Cr Max Bruins  
Cr Sonya Mezinac  
Cr Frank Morello  
Cr Jason Virgo  
Cr Josh Lynagh

Chief Executive Officer  
General Manager Corporate and Regulatory Services  
General Manager City Infrastructure  
Environmental Sustainability Officer  
Manager, Waste Reuse and Environment  
Waste Transfer and Reuse Market Co-ordinator  
Director Riddoch Arts and Cultural Centre

**MEMBERS APOLOGIES:-**

**LEAVE OF ABSENCE:-**

Cr Paul Jenner  
Cr Kate Amoroso  
Cr Mark Lovett

Nil

**DISCUSSION:**

Confidential Waste Services Update.

*The session described at Items 2 and 3 will be open to the public.*

**2. Community Renewables Project**

**MEMBERS PRESENT:-**

**STAFF PRESENT:-**

Mayor Lynette Martin  
Cr Max Bruins  
Cr Sonya Mezinac  
Cr Frank Morello

Chief Executive Officer  
General Manager Corporate and Regulatory Services  
General Manager City Infrastructure  
Environmental Sustainability Officer

Cr Jason Virgo Cr Josh Lynagh	Manager, Waste Reuse and Environment Waste Transfer and Reuse Market Co-ordinator Director Riddoch Arts and Cultural Centre
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MEMBERS APOLOGIES:- LEAVE OF ABSENCE:-

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Cr Paul Jenner Cr Kate Amoroso Cr Mark Lovett	Nil
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DISCUSSION:

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Summary of the City of Mitcham Community Renewables Program. A report will be presented to a future Council Meeting.

### 3. Beacon Arts Project

MEMBERS PRESENT:- STAFF PRESENT:-

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Mayor Lynette Martin Cr Max Bruins Cr Sonya Meziniec Cr Frank Morello Cr Jason Virgo Cr Josh Lynagh	Chief Executive Officer General Manager Corporate and Regulatory Services General Manager City Infrastructure Director Riddoch Arts and Cultural Centre and Cultural Development
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MEMBERS APOLOGIES:- LEAVE OF ABSENCE:-

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Cr Paul Jenner Cr Kate Amoroso Cr Mark Lovett	Nil
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DISCUSSION

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Discussion on Beacon Art Project applications.

Discussion closed at 6.55 p.m.

**INFORMATION / BRIEFING SESSION  
5:00 PM, WEDNESDAY, 25 SEPTEMBER 2024**

Ref: AF22/549

**RECORD OF PROCEEDINGS  
5:00 PM, WEDNESDAY, 25 SEPTEMBER 2024  
Council Chamber, Civic Centre  
10 Watson Terrace, Mount Gambier**

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

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

**1. Consideration for Grant Funding Request for Generations in Jazz Event**

**GUESTS:-**

Fiona Unger, Board Member, Generations in Jazz  
Marika Hart, Board Member, Generations in Jazz  
Christine Cleves, Board Member, Generations in Jazz  
Dale Cleves, Founder, Generations in Jazz

**MEMBERS PRESENT:-**

Mayor Lynette Martin  
Cr Max Bruins  
Cr Frank Morello  
Cr Sonya Mezinac  
Cr Josh Lynagh  
Cr Jason Virgo

**STAFF PRESENT:-**

Chief Executive Officer  
General Manager Corporate and Regulatory Services  
General Manager City Infrastructure  
Manager Strategy, Economy and Engagement

**MEMBERS APOLOGIES:-**

Cr Paul Jenner  
Cr Mark Lovett  
Cr Kate Amoroso

**LEAVE OF ABSENCE:-**

Nil

**DISCUSSION:**

Discussion on Generations in Jazz Funding and Community Support.

Discussion closed at 5.30 p.m.

**INFORMATION / BRIEFING SESSION  
5:00 PM, TUESDAY, 1 OCTOBER 2024**

Ref: AF22/549

RECORD OF PROCEEDINGS  
**5:00 PM, TUESDAY, 1 OCTOBER 2024**  
Council Chamber, Civic Centre  
10 Watson Terrace, Mount Gambier

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

*The session described at Items 1 and 2 will be open to the public.*

**1. Presentation of Councils Draft Strategic Plan 2024 – 2028**

**MEMBERS PRESENT:-**

**STAFF PRESENT:-**

Mayor Lynette Martin  
Cr Sonya Mezinac  
Cr Max Bruins  
Cr Frank Morello  
Cr Jason Virgo  
Cr Josh Lynagh  
Cr Kate Amoroso (via phone)

Chief Executive Officer  
General Manager Corporate and Regulatory Services  
Manager Strategic Projects  
Manager Governance and Property  
Manager Economy, Strategy and Engagement  
Economy, Strategy and Engagement Project Officer  
Strategic Development & Visitor Economy Co-ordinator

**MEMBERS APOLOGIES:-**

**LEAVE OF ABSENCE:-**

Cr Paul Jenner  
Cr Mark Lovett

Nil

**DISCUSSION:**

Presentation of Councils Draft Strategic Plan 2024/2025.

**2. Mount Gambier and District Tennis Association**

**GUESTS:-**

Cassie Edwards, President, Mount Gambier and District Tennis Association  
Andrew Van den Hurk, Project Liaison and Grants Officer, Mount Gambier & District Tennis Association  
Linton Frenzy, Tennis Australia  
James Pick, Head of Tennis Development and Venues, Tennis SA (via phone)  
Luke Taylor, Tennis Development Officer (Country South/East), Tennis SA (via phone)

**MEMBERS PRESENT:-**

**STAFF PRESENT:-**

Mayor Lynette Martin  
Cr Sonya Mezinac  
Cr Max Bruins  
Cr Frank Morello  
Cr Jason Virgo  
Cr Josh Lynagh  
Cr Kate Amoroso (via phone)

Chief Executive Officer  
General Manager Corporate and Regulatory Services  
Manager Governance and Property  
Manager Economy, Strategy and Engagement

MEMBERS APOLOGIES:-

LEAVE OF ABSENCE:-

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Cr Paul Jenner  
Cr Mark Lovett

Nil

DISCUSSION:

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Future of tennis in Mount Gambier.

Discussion closed at 6.41 p.m.

**INFORMATION / BRIEFING SESSION  
TUESDAY, 8 OCTOBER 2024 COMMENCING AT 5:00 PM**

Ref: AF22/549

RECORD OF PROCEEDINGS  
**5:00 PM, TUESDAY, 8 OCTOBER 2024**  
Council Chamber, Civic Centre  
10 Watson Terrace, Mount Gambier

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

*The sessions described at Items 1 and 2 were open to the public.*

**1. REVIEW PIONEERS SPONSORSHIP AND ACCESS TO WULANDA RECREATION AND CONVENTION CENTRE**

**GUESTS:-**

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*5.00 p.m. – 6.15 p.m.*

Tom Kosch, Pioneers Basketball  
Michael Kosch, Pioneers Basketball  
John Williamson, Pioneers Basketball

*6.15 p.m. – 7.00 p.m.*

Heidi Gajic, Venue Manager, Belgravia Leisure

**MEMBERS PRESENT:-**

**STAFF PRESENT:-**

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Mayor Lynette Martin  
Cr Sonya Mezinac  
Cr Max Bruins  
Cr Paul Jenner  
Cr Jason Virgo  
Cr Josh Lynagh  
Cr Kate Amoroso (by phone)

Chief Executive Officer  
General Manager Corporate and Regulatory Services  
General Manager City Infrastructure  
Manager Economy, Strategy and Engagement

**MEMBERS APOLOGIES:-**

**LEAVE OF ABSENCE:-**

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Cr Frank Morello

Nil

**DISCUSSION:**

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Pioneers presented on:

- community partner proposal
- financial performance
- use of Wulanda
- NBL1 arrangements
- economic impact of events

Belgravia presented on:

- practical use of Wulanda by Pioneers
- improvements to set up and logistics
- in kind support provided

Elected Members discussed both presentations.

## 2. CEO OPERATIONAL UPDATE

### MEMBERS PRESENT:-

Mayor Lynette Martin  
Cr Sonya Meziniec  
Cr Max Bruins  
Cr Paul Jenner  
Cr Jason Virgo  
Cr Josh Lynagh  
Cr Kate Amoroso (by phone)

### STAFF PRESENT:-

Chief Executive Officer  
General Manager Corporate and Regulatory Services  
General Manager City Infrastructure  
Manager Economy, Strategy and Engagement

### MEMBERS APOLOGIES:-

Cr Frank Morello

### LEAVE OF ABSENCE:-

Nil

### DISCUSSION:

Discussed upcoming agenda items:

- LGA President nominations
- Riddoch Trust AGM
- Member policy changes

Discussion closed at 7.35 p.m

**13 ELECTED MEMBERS TRAINING AND DEVELOPMENT**

Nil

**14 AUDIT AND RISK COMMITTEE**

Nil

**15 CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW COMMITTEE**

Nil

**16 JUNIOR SPORTS ASSISTANCE FUND COMMITTEE**

Nil

**17 BUILDING FIRE SAFETY COMMITTEE**

Nil

**18 COUNCIL REPORTS**

**18.1 DRAFT CITY OF MOUNT GAMBIER STRATEGIC PLAN 2024 - 2028**

Author: Tegan McPherson, Manager Strategic Projects

Authoriser: Sarah Philpott, Chief Executive Officer

**RECOMMENDATION**

1. That Council report titled 'Draft City of Mount Gambier Strategic Plan 2024 - 2028' as presented on Tuesday 15 October 2024 be noted.
2. That Council endorse the draft City of Mount Gambier Strategic Plan 2024 – 2028 for community engagement.

**PURPOSE**

The purpose of this report is to present the draft City of Mount Gambier Strategic Plan 2024 –2028 (Strategic Plan), for Council consideration and endorsement to release for community engagement.

**SUMMARY OF IMPLICATIONS AND BENEFITS**

**Implications**

- The draft Strategic Plan is a requirement under the *Local Government Act 1999* and has been developed in accordance with the requirements of the Act.
- The draft Strategic Plan has been developed with consideration of Council's Long-Term Financial Plan to ensure there is capacity to deliver on the outcomes and objectives included.

**Benefits**

- The draft Strategic Plan has been informed by the aspirations, priorities and values articulated in the Community Vision – Mount Gambier 2035.
- The draft Strategic Plan will inform Council's work over the next four years to deliver on its Vision and Purpose, which are:
  - Vision:
    - Erupting with Potential: Embracing Our Past, Enhancing our Strengths and Shaping an Exciting Future.



- Purpose:
  - We courageously pursue the community's vision.
  - We unashamedly advocate for our people and our place.
  - We are the best organisation we can be so that we can have the most impact.

## **BACKGROUND / OPTIONS**

**In accordance with the *Local Government Act 1999*, Council is required to develop and adopt plans for the management of its area, collectively referred to as strategic management plans, over a period of at least 4 years. A comprehensive review of its strategic plans must be undertaken within 2 years after the general election of the council.**

- On 13 December 2022, Council resolved that the following plans be declared as constituting the Strategic Management Plans of the Council:
  - Strategic Plan i.e. 2020-2024 Strategic Plan
  - Long Term Financial Plan i.e. 2023-2032 Long Term Financial Plan
  - Infrastructure & Asset Management Plans
- The Long-Term Financial Plan and Infrastructure and Asset Management Plans have been reviewed and updated within the prescribed period. With the current strategic plan expiring this year, Council has subsequently undertaken a comprehensive review to develop its new Strategic Plan.

**To inform the review of its Strategic Plan, Council facilitated the development of a new Community Vision named Mount Gambier 2035.**

- Mount Gambier 2035 is a vision for the future of our city, developed by our community between November 2023 and June 2024.
- While City of Mount Gambier facilitated the process, many people beyond those living within Council's boundaries participate in and have a stake in the life of the city. Residents, workers, students, visitors, business owners, and anyone connected to Mount Gambier were invited to contribute to this vision.
- Community members and key stakeholders contributed their stories, ideas and perspectives throughout two consultation phases. This input was then used by a Community Panel to inform their thinking and discussions to shape the vision for Mount Gambier's future.
- This Strategic Plan is Council's articulation of its role in contributing the community vision over the next four years.

**While not called out singularly within the draft Strategic Plan, Council has considered the requirements of the *Local Government Act 1999* to ensure the objectives of the Strategic Plan provide a clear indication of:**

- the extent to which City of Mount Gambier participates with other councils, and with State and national governments, in setting public policy objectives, and the extent to which the articulated objectives are related to regional, State and national objectives; and
- the extent to which regional, State and national objectives and strategies are relevant to the economic, social, physical and environmental development and management of the City of Mount Gambier; and



- the extent to which City of Mount Gambier intends to coordinate with State and national governments and councils or other regional bodies in the planning and delivery of services in which there is a common interest.

**The Strategic Priorities outlined in the Strategic Plan include those directly derived from Mount Gambier 2035, along with the addition of a sixth priority that highlights Council's strong commitment to accountable leadership and governance. This strategic priority in conjunction with the other plans that form Council's Strategic Management Plans, is where assessments of financial sustainability, service levels, and infrastructure requirements are made.**

- This requirement is outlined in the *Local Government Act 1999* to ensure that council provide assessments that relate to the following matters:
  - the sustainability of the council's financial performance and position; and
  - the extent or levels of services that will be required to be provided by the council to achieve its objectives; and
  - the extent to which any infrastructure will need to be maintained, replaced or developed by the council; and
  - the council's proposals with respect to debt levels; and
  - any anticipated or predicted changes in any factors that make a significant contribution to the costs of the council's activities or operations.
- In particular, the Long Term Financial Plan includes the CEO's Statement of Financial Sustainability which has been considered to ensure Council's capability to deliver against the draft Strategic Plan.

**The structure of the Strategic Plan is designed to meet the requirements of the *Local Government Act 1999*, while ensuring it remains a clear and practical document to guide Council's work over the next four years.**

- It presents Council's vision and purpose statements and summary of the organisational values that guide the way we do our work.
- Council held a workshop on 1 October 2024 to finalise the draft Strategic Plan. Feedback and discussions from this workshop were incorporated to achieve:
  - A consolidation of strategic objectives and key projects, reducing duplication and providing clarity to the community.
  - The development of a single set of strategic indicators and measures that monitor our progress against the Strategic Plan, supporting more efficient and effective reporting.
- At the workshop, Council also finalised the Vision, Purpose, and key structure of the plan, as follows:

**Council's Vision Statement:**

**Erupting with Potential: Embracing our Past, Enhancing our Strengths and Shaping an Exciting Future.**

- Embracing our volcanic past, the City of Mount Gambier partners with our communities to build on the strength of our landscape and our connections to shape a sustainable future. Together we elevate the city's prominence, ignite new opportunities, and ensure a thriving, liveable environment for everyone.

**Council's Purpose Statement:**



- We courageously pursue the community’s vision.
- We unashamedly advocate for our people and our place.
- We are the best organisation we can be so that we can have the most impact.

It then presents our key priorities and actions in the following format:

- **Strategic Priorities:** The long-term priorities, as outlined in the Community Vision – Mount Gambier 2035, with the addition of a sixth priorities that reflects our strong commitment to strong, accountable leadership and governance.
- **What Success Looks Like:** The medium-term outcomes Council aims to achieve or progress over the next four years.
- **Council’s Actions Over the Next Four Years:** These are the specific actions Council will prioritise to support the outcomes it seeks to achieve or progress during this period.
- **Key Projects:** These are the principal activities that will significantly contribute to achieving success. The represent areas of substantial investment or resource allocation. Council’s role in delivering these initiatives may include:
  - Delivery: Council takes full responsibility for implementing the project.
  - Partnership: Council collaborates with other groups or agencies to deliver an initiative or project.
  - Advocacy: Council influences others to take action or deliver an initiative or project.

**Council will monitor and report against the Strategic Plan on an annual basis. The reporting will contain:**

- Progress reports against the key projects outlined under each strategic priority, and
- An assessment of performance against the Strategic Plan in accordance with the key strategic measures and indicators at the end of the document.

#### DETAILED IMPLICATIONS

<b>Legal</b>	Council must ensure that its Strategic Management Plans meet the requirements of the <i>Local Government Act 1999</i> .  The community engagement process for the Strategic Plan will be undertaken in accordance with 122(6) of the <i>Local Government Act 1999</i> to ensure members of the public are given a reasonable opportunity to be involved in the development and review of the Strategic Plan.
<b>Financial and Budget</b>	The Strategic Plan has been developed with consideration of Council’s Long Term Financial Plan.
<b>Other Resources</b>	N/A

#### RISK ANALYSIS

<b>Consequence</b>	<b>Consequence Rating:</b>	<b>Risk Likelihood Rating:</b>	<b>Risk Rating</b>	<b>Risk Controls and effectiveness</b>	<b>Risk Mitigation Plan</b>
<b>Finance</b>	Minor (2)	Unlikely (2)	Low	Council regularly reviews its Long-Term Financial Plan to ensure	Regular review of Long-Term Financial Plan and annual phasing of



				capacity to deliver against its Strategic Plan. Consideration of the current Long Term Financial Plan has been given in developing the new Strategic Plan.	work in accordance with Annual Business Plans and Budgets.
<b>Reputation</b>	Minor (2)	Possible (3)	Moderate	Council's planning has been informed by the Community Vision -Mount Gambier 2035 – to ensure our work is aligned to community aspirations, priorities and values.	Community engagement (as proposed in this report) to provide the community opportunity to provide feedback on the draft Strategic Plan.
<b>Legal / Regulatory / Policy</b>	Minor (2)	Unlikely (2)	Low	Review of Strategic Plan against requirements of the <i>Local Government Act 1999</i> .	Review of Strategic Plan against requirements of the <i>Local Government Act 1999</i> .
<b>Service Delivery</b>	Insignificant (1)	Rare (1)	Low	The Strategic Plan guides the work of Council for the next four years with continuation of existing services and programs.	Annual Business Planning and Budgeting will phase strategic work to ensure no impact to regular service delivery.
<b>People</b>	Insignificant (1)	Rare (1)	Low	Workforce initiatives are contained within the Strategic Plan.	Development of a Workforce Plan.
<b>Infrastructure</b>	Moderate (3)	Unlikely (2)	Moderate	Infrastructure initiatives are contained within the Strategic Plan.	Review and regular updates to Infrastructure and Asset Management Plans.



<b>Environmental</b>	Minor (2)	Unlikely (2)	Low	Environmental initiatives and commitments are contained within the Strategic Plan.	Delivery of environmental and sustainability initiatives.
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**APPLICATION OF MOUNT GAMBIER 2035**

**Environment and Liveability**

Council has incorporated outcomes and actions that contribute to the Environment and Liveability Strategic Priority.

**Learning and Innovation**

Council has incorporated outcomes and actions that contribute to the Learning and Innovation Strategic Priority.

**Infrastructure and Services**

Council has incorporated outcomes and actions that contribute to the Infrastructure and Services Strategic Priority.

**Economic and Business Growth**

Council has incorporated outcomes and actions that contribute to the Economic and Business Growth Strategic Priority.

**A Vibrant Community**

Council has incorporated outcomes and actions that contribute to A Vibrant Community Strategic Priority.

**APPLICATION OF STRATEGIC PLAN**

**Goal 5 Our Commitment**

5 Our Commitment

**RELEVANT COUNCIL POLICY**

N/A

**IMPLEMENTATION, COMMUNICATION AND ENGAGEMENT**

**Upon endorsement, the draft Strategic Plan will be released to the community for review and feedback for a period of 21 days.**

- A graphic designer has been engaged to complete final design work and imagery. The draft version has been developed for the purpose of community engagement.
- A subsequent report will detail the outcome of the community engagement and present the final Strategic Plan for approval.

**Once the final Strategic Plan is endorsed, it will become the overarching strategic document that informs Council’s ongoing planning and reporting, in particular, the development of our next Annual Business Plan and Budget.**

- Reporting against the Strategic Plan will be conducted annually and published within Council’s Annual Report.

**CONCLUSION**



It is proposed that Council receive and note the City of Mount Gambier Strategic Plan 2024 – 2028 and it be endorsed for release for broad community engagement.

#### **ATTACHMENTS**

1. Final Draft - Strategic Plan 2024-2028 for Consultation [**18.1.1** - 28 pages]



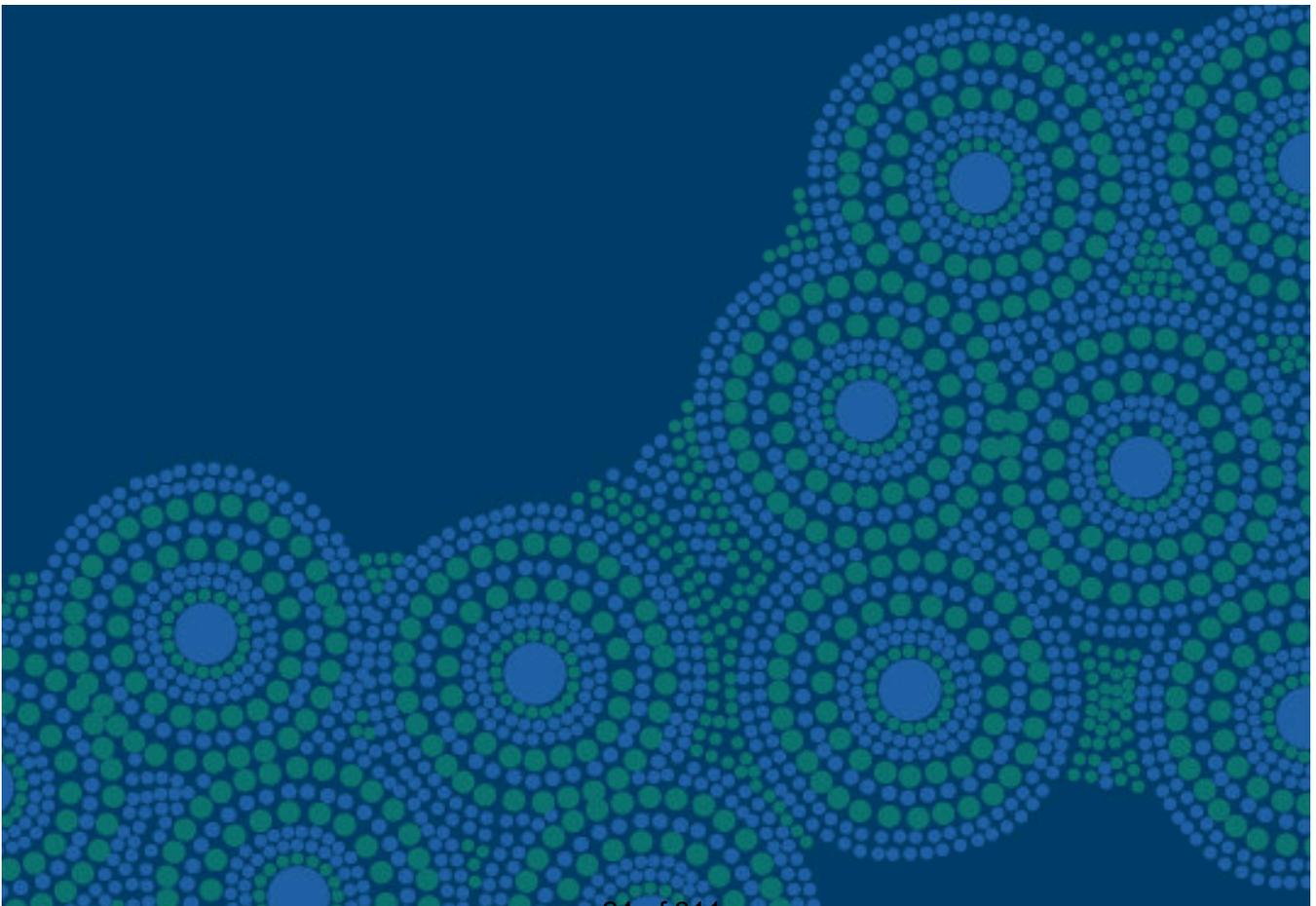


# City of Mount Gambier Strategic Plan

2024 - 2028

## ACKNOWLEDGEMENT OF COUNTRY

Mount Gambier/ Berrin sits upon the land of the Boandik Peoples. We acknowledge the Boandik Peoples as the traditional custodians of the land. We respect their spiritual relationship with the land and recognise the deep feelings of attachment our First Nations peoples have with the land.





## A VOLCANIC PAST WITH A CRYSTAL CLEAR FUTURE

A land of volcanoes, sinkholes, caves and crater lakes. A place to find a deep sense of belonging amidst captivating landscapes and a vibrant community.

Being from Mount Gambier is about belonging. A connection to place.

The Mount Gambier community has developed a vision – Mount Gambier 2035 - to inform what we want the community and city to look like in 2035, informed by the city's inherent strengths and shared values.

*In 2035, Mount Gambier is a connected hub nestled on the slopes of an ancient volcano; a haven of natural beauty. It is a place of stories, where our community is family, nurtured through growth, opportunity and connection.*

The vision identifies five Strategic Priorities to ensure the achievement of this vision:

- 1. Environmental and Liveability.** We are custodians of the landscape, committed to protecting and preserving our natural environments, creating a liveable city.
- 2. Learning and Innovation.** A regional learning hub that fosters innovation and local industries.
- 3. Infrastructure and Services.** A high quality, affordable lifestyle where people are happy, healthy, and housed and able to access all available resources.
- 4. Economic and Business Growth.** A creative, entrepreneurial mindset that creates a thriving, resilient community.
- 5. A Vibrant Community.** Events, activities, sport and recreation all contributing to a vibrant city during the day, at night and across all seasons.

These priorities are grounded in three key principles that inform everything we do: Connected, Accessible and Sustainable.

## COUNCIL'S VISION

### **Erupting with Potential: Embracing Our Past, Enhancing our Strengths, and Shaping an Exciting Future**

Embracing our volcanic past, the City of Mount Gambier partners with our communities to build on the strength of our landscape and our connections to shape a sustainable future. Together, we elevate the city's prominence, ignite new opportunities, and ensure a thriving, liveable environment for everyone.

## COUNCIL'S PURPOSE

**We courageously pursue the community's vision.**

**We unashamedly advocate for our people and our place.**

**We are the best organisation we can be so that we can have the most impact.**

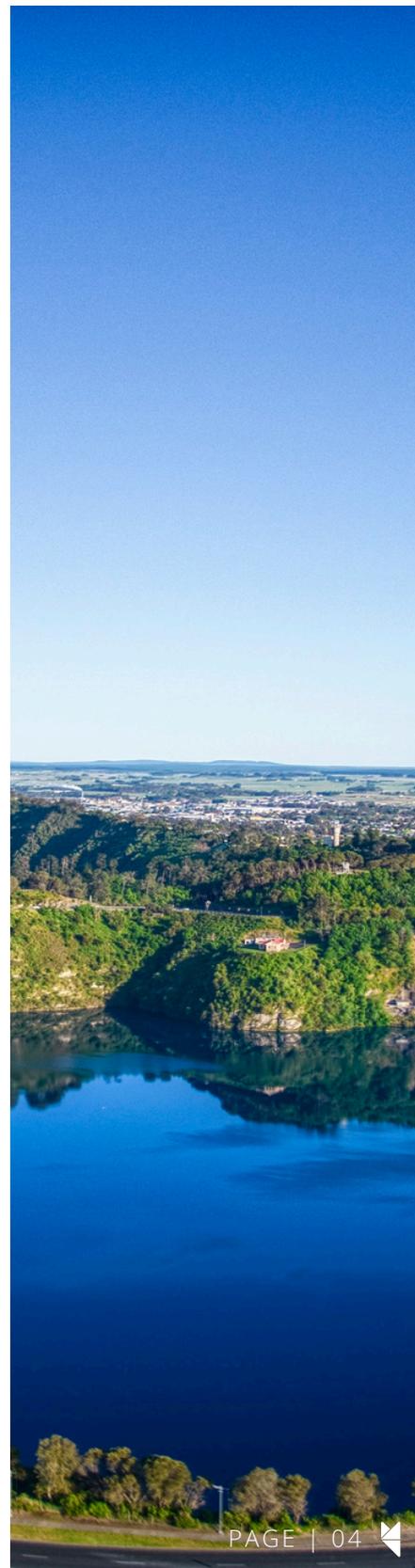
## COUNCIL'S VALUES

With the community and safety at the forefront of everything we do, our values are:

**Lead**

**Connect**

**Deliver**



## OUR COUNCIL

Our Council Members for the 2022 - 2026 term of Council:



Her Worship the Mayor  
Lynette Martin OAM

### Councillors



Cr Max Bruins  
Deputy Mayor



Cr Sonya Mezinec



Cr Josh Lynagh



Cr Paul Jenner



Cr Frank Morello



Cr Kate Amoroso



Cr Mark Lovett



Cr Jason Virgo



## OUR CITY

*Mount Gambier is South Australia's regional capital, home to 28,000 people but central to the lives of 135,000 people who access the city for services, employment, education, entertainment, sport, and recreation.*

We strive to create vibrancy, promote our identity and build on our reputation as a place to live, work, visit and invest. A focus on delivering outstanding urban design and placemaking will enhance liveability and attract investment.

With the award winning Riddoch Arts and Cultural Centre, the nationally recognised Mount Gambier Library and the construction of Council's largest ever infrastructure project, Wulanda Recreation and Convention Centre, these projects demonstrate Council's commitment to outstanding infrastructure and services for its community.

In line with this commitment, this Strategic Plan outlines a range of strategic projects and initiatives that will provide strategic direction for the future development and management of Council's spaces.

### POPULATION

**27,771**

RESIDENTS

6.2% growth over 10 years.

### LAND AREA

**33.88**

SQUARE KILOMETRES

in City of Mount Gambier.

### MEDIAN HOUSE PRICE

**\$421,350**

median house price  
65.2% increase over five years.

### MEDIAN AGE

**41**

years old is the median age  
for people residing in  
Mount Gambier.

## OUR ENVIRONMENT

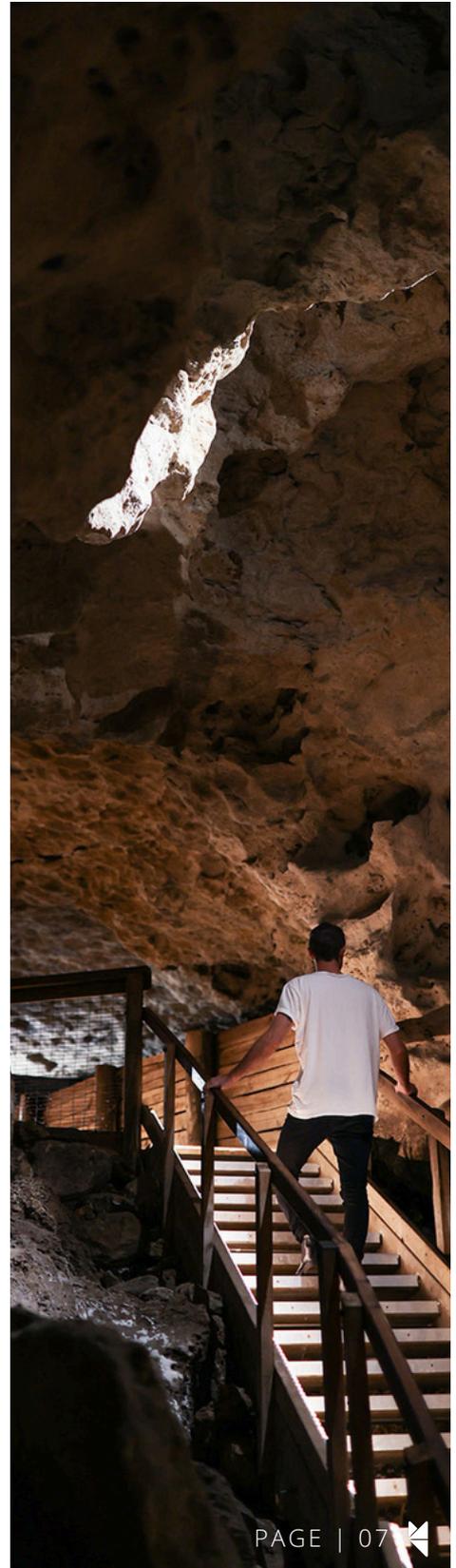
*With a moody and overcast landscape in which to pursue your sense of curiosity and wonder, our unique landscape and story positions us nationally and globally with a strong authentic offering.*

Mount Gambier is home to some of Australia's most spectacular natural wonders. Prehistoric caves and sinkholes include Umpherston Sinkhole/Balumbul, Cave Garden/Thugi and Crater Lakes, which includes the Blue Lake/Warwar, are an integral part of Mount Gambier. They contribute to the liveability of our city and are an important connection to culture and the natural environment.

Our location along the Melbourne to Adelaide travel corridor provides excellent connectivity. Mount Gambier is a key hub between major cities and national landmarks.

Our community thrives on its deep connection to its natural surroundings. We value sustainability and environmental stewardship. We enjoy the benefits of city amenities within a regional setting. The focus on sustainable growth, alongside innovation and accessibility, highlights the city's dedication to fostering a vibrant, supportive community that values both its people and its environment.

The provision of dual naming at significant sites across our city is important in acknowledging the Boandik Peoples as the Traditional Owners and custodians of the land.



## OUR ECONOMY

*Mount Gambier is the economic hub for the Limestone Coast region.*

As the regional centre of South East South Australia and Western Victoria, we have a role and responsibility to drive the development agenda in this corner of Australia.

The city's economic heartbeat is reflected in its steady growth, driven by a diverse range of industries including health, forestry and agriculture, construction, retail trade, and education. Strong local industry creates a compelling environment for economic opportunity and growth.

Council is committed to driving sustainable growth, aligning with the values of our community.

### GROSS REGIONAL PRODUCT

**\$1.75**

BILLION IN 2023

1.5% growth since 2022.

### VISITOR ECONOMY

**\$215**

MILLION

total visitor economy value

### EMPLOYMENT

**13,449**

EMPLOYED RESIDENTS

**14,532**

JOBS IN MOUNT GAMBIER

### BUSINESS

**2,078**

LOCAL BUSINESSES

increase of 95 businesses  
over two years.



## STRATEGIC PRIORITIES

Council's Strategic Plan 2024–2028 outlines the overarching goals for the next four years, guiding resource allocation and establishing a framework for measuring and reporting progress.

The Plan responds directly to the community's vision, addressing the needs and aspirations of those who live, work, study, or visit Mount Gambier. It reflects the core principles of Connection, Accessibility, and Sustainability, which the community has identified as essential to everything we do.

The Plan sets out the outcomes the community can expect from Council's actions over the next four years, organised under six strategic priorities. These priorities include the five from the Community Vision – Mount Gambier 2035, along with a sixth priority highlighting Council's commitment to strong, accountable leadership and governance.

### **1. Environment and Liveability**

We are custodians of the landscape, committed to protecting and preserving our natural environments, creating a liveable city.

### **2. Learning and Innovation**

A regional learning hub that fosters innovation and local industries.

### **3. Infrastructure and Services**

A high quality, affordable lifestyle where people are happy, healthy, and housed and able to access all available resources.

### **4. Economic and Business Growth**

A creative, entrepreneurial mindset that creates a thriving, resilient community.

### **5. A Vibrant Community**

Events, activities, sport and recreation all contributing to a vibrant city during the day, at night and across all seasons.

### **6. Excellence in Leadership and Governance**

We are a professional and innovative Council, valued for our progressive, responsive, and sustainable management in delivering meaningful outcomes for the community.



## PRIORITY 1 - ENVIRONMENT AND LIVEABILITY

*“We are custodians of the landscape, committed to protecting and preserving our natural environments, creating a liveable city.”*

### **What success looks like...**

Over the next four years, Council will prioritise actions to protect and enhance our natural environments that support the liveability of Mount Gambier. Key outcomes include:

- Our environment is protected and restored, with the volcanic landscape, unique aquifer, volcanic soils and ancient heritage preserved as key natural areas of our identity and character.
- Our city is a leader in resource sustainability.
- Our city's green corridors and urban biodiversity are enhanced through sustainable land management and the seamless integration of path networks.

### **What you will see from Council over the next four years:**

- 1.1. Position the region's unique natural features, green corridors, and biodiversity at the core of our storytelling to connect the community and travellers to Mount Gambier's natural identity.
- 1.2. Effectively manage recreational activities to prevent environmental impacts to our key natural areas.
- 1.3. Promote community and traveller involvement in contributing as custodians of our natural and green spaces.
- 1.4. Protect and preserve the Crater Lakes Precinct through various initiatives, including effective weed management and a thoughtfully connected design for a sustainable track and trail network.
- 1.5. Invest in technology and effective data management that enhances understanding of the city's environmental impact, informs sustainable practices, and provides a reporting framework to track progress.
- 1.6. Collaborate with the community to reduce waste by boosting awareness and participation in resource recovery and promoting best practices in recycling and waste management.
- 1.7. Demonstrate leadership in sustainability through resource efficiency, adapting to climate change and supporting the community in these efforts.

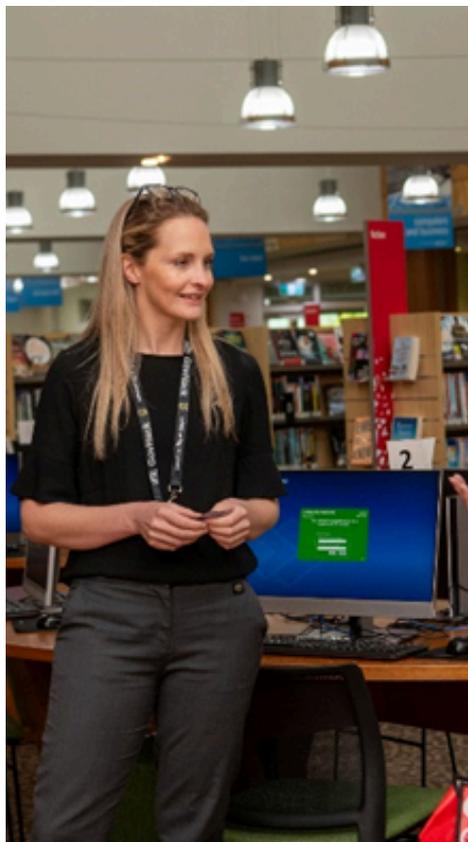
- 1.8. Strengthen the city's connection to nature by enhancing green corridors with native vegetation and creating pathway linkages that connect urban areas to key natural assets, acknowledging the critical role these assets play in our visitor economy and the city's vibrancy.
- 1.9. Implement comprehensive land restoration and management by regenerating native flora, managing weeds effectively, and designing spaces that improve biodiversity, integrate endemic species, and enhance community connectivity.
- 1.10. Establish clear roles and classifications for all green spaces to ensure best-practice land management and regeneration.

**The key projects we will undertake include:**

Project	Council's Role
We will work with key stakeholders to progress the Crater Lakes Activation Plan and Crater Lakes Trails Plan that ensures the area fulfils its critical role in enabling cultural connection, improves liveability in our community and enhances the visitor experience within our region.	DELIVER PARTNER ADVOCATE
We will implement agreed actions under our Waste Management Strategy.	DELIVER
We will undertake masterplanning for our Resource Recovery and Waste Management Services to ensure best practice for the future.	DELIVER
We will actively collaborate with key stakeholders to protect and enhance the health and sustainability of the city's aquifer system, water resources and productive volcanic soils, ensuring both quality and quantity are preserved.	PARTNER ADVOCATE
We will advocate to minimise the impacts of urban sprawl and ensure that new developments provide access to high-quality, multi-use green spaces, along with adequate water and sewer infrastructure.	PARTNER ADVOCATE
We will undertake a review and update Community Land Management Plans.	DELIVER PARTNER

**Supporting strategies and plans:**

- Community Land Management Plans
- Crater Lakes Trails Plan
- Crater Lakes Trails Signage Plan
- Waste and Resource Recovery Strategy 2023 -2030



## PRIORITY 2 - INNOVATION AND LEARNING

*“A regional learning hub that fosters innovation and local industries.”*

### **What success looks like...**

Over the next four years, Council is dedicated to creating a supportive environment for learning and innovation that helps our community and local businesses thrive. Key outcomes include:

- Local businesses and entrepreneurial activities flourish through opportunities for collaboration and development.
- Our city attracts and retains a skilled workforce for regional growth, development and succession planning.
- Our community members are inspired to learn at any age, achieving a holistic and comprehensive approach to personal growth and development.

### **What you will see from Council over the next four years:**

- 2.1. Strengthen sector relationships to identify gaps and opportunities for representation, and the potential benefits of new technology, to support a diverse and sustainable economy in Mount Gambier.
- 2.2. Provide resources and programs that foster creativity and curiosity within businesses and the broader community.
- 2.3. Provide opportunities for start-ups to grow and develop.
- 2.4. Partner with key organisations to enhance the value of the knowledge economy, driving innovation and growth while leveraging our new Education and Training Precinct.
- 2.5. Address the diverse needs of our community with accessible and inclusive spaces that promote creativity, learning, build connections, and ensure a welcoming and safe environment.
- 2.6. Foster partnerships with universities, business groups, and government entities to better understand and address the future skills needs of local businesses.
- 2.7. Support the improvement of social inclusion opportunities for new residents in order to retain skills.
- 2.8. Deliver programs and services that enhance engagement across all age groups including creating better community connection and skill sharing.

**The key projects we will undertake include:**

Project	Council's Role
We will actively advocate for the integration of local industry needs into training programs—including those at the Mount Gambier Education and Training Precinct—to provide students with direct access to regional employment opportunities.	PARTNER ADVOCATE
We will contribute to regional workforce planning and development activities in partnership with Regional Development Australia Limestone Coast.	PARTNER ADVOCATE
We will implement our Mount Gambier Library Strategy 2023 -2027 so that our library fosters curiosity and builds connections that deliver life shaping experiences for all.	DELIVER
We will advocate for attraction of skilled migration aligned to sector gaps and opportunities.	PARTNER ADVOCATE

**Supporting strategies and plans:**

- Mount Gambier Charter for Children
- Mount Gambier Library Strategy 2023 -2027
- Youth Engagement Strategy



## PRIORITY 3 - INFRASTRUCTURE AND SERVICES

*"A high quality, affordable lifestyle where people are happy, healthy, and housed and able to access all available resources."*

### **What success looks like...**

Over the next four years, Council will work to enhance the enviable living environment in our city through accessible and quality infrastructure and services. Key outcomes include:

- Our city is connected through a safe, inclusive and seamless integrated transport network.
- Our quality infrastructure provides equitable access to information, services, activities and facilities.
- Our urban environment is thoughtfully designed to adapt to our diverse and growing city, ensuring access to affordable and varied housing options that meet community needs.
- Our community spaces are inclusive, safe, and accessible, promoting active, healthy, and connected lifestyles through enhanced open spaces, quality recreation areas, and supportive infrastructure.

### **What you will see from Council over the next four years:**

- 3.1. Work with partners to increase active and diverse transport measures so drivers, cyclists and pedestrians can safely and easily move within the city.
- 3.2. Increase the use of green modes of transport and encourage an active lifestyle by developing accessible and well-planned path networks.
- 3.3. We will advocate and partner with key stakeholders to attract investment in the development of a safe, inclusive, and integrated transport network that enhances connectivity within and beyond our city, ensuring it is equivalent to the infrastructure provided in the State's metropolitan areas.
- 3.4. Conduct a review of Council's Asset Management Planning approach to implement asset improvements that ensure assets are fit for purpose and adaptable to changing community needs, while managing maintenance service levels and asset lifecycles to optimise longevity and achieve service efficiency.
- 3.5. Support the maintenance, development and operation of bold and interesting community, cultural and civic places and infrastructure, including the Wulanda Recreation and Convention Centre.

- 3.6. Continue to support and advocate for the health services and facilities that our community needs and attract funding and investment that is equivalent to that provided to our State's metropolitan areas.
- 3.7. Ensure that all community members in our city have equitable access to the resources, services, programs, information and social infrastructure, enabling meaningful participation in the community.
- 3.8. Promote bold, diverse, and purposeful development that meets the evolving needs of our community and city; enhancing our city's character and liveability through master planning, policy, and development assessment.
- 3.9. Protect, share and elevate our heritage and culturally significant places, maintaining their character while encouraging adaptive reuse, repurposing and upgrading of buildings.
- 3.10. Support increased residential growth, diversity of housing options and affordability through partnerships and advocacy.
- 3.11. Work with partners to support services available for community rough sleeping and homelessness.
- 3.12. Effectively and efficiently utilise Council owned and controlled land to meet the needs of the community.
- 3.13. Manage appropriate land holdings to further our strategic objectives.
- 3.14. Improve access to and the quality and safety of our active open space facilities, including our sporting and recreation reserves.
- 3.15. Provide play experiences that are attractive to a range of ages.
- 3.16. Improve community safety and wellbeing through proactive information and regulatory services.

**The key projects we will undertake include:**

Project	Council's Role
We will advocate and partner with key stakeholders to enhance connectivity within and beyond our city through investment and infrastructure that supports accessible public bus services, reliable air travel, and rail networks for both freight and passenger transport.	PARTNER ADVOCATE
We will continue to advocate for the primary health care and preventative health services that service our region across the Limestone Coast and Western Victoria.	PARTNER ADVOCATE
We will progress the goals and priorities of our Affordable Housing Plan for Mount Gambier.	PARTNER ADVOCATE
We will support the Regional Plan for Mount Gambier by guiding city growth, development, and amenity needs, while promoting diverse housing options.	PARTNER ADVOCATE
We will continue to implement the goals and priorities outlined in our Sport, Recreation and Open Space Strategy.	DELIVER PARTNER ADVOCATE

Shaping the urban form of our city through strategic urban design and placemaking.	DELIVER ADVOCATE
We will work with key stakeholders to create a masterplan for Hastings Cunningham Reserve ensuring it is developed in alignment with community needs and aspirations. We will also advocate for the required funding to redevelop this site in accordance with the masterplan.	DELIVER PARTNER ADVOCATE
We will work with key stakeholders to create a masterplan for Olympic Park ensuring this precinct is developed in alignment with community needs and aspirations. We will also advocate for the required funding to redevelop this site in accordance with the masterplan.	DELIVER PARTNER ADVOCATE
We will continue to work with key stakeholders and advocate for funding support for the detail design and implementation of the Blue Lake Sports Park Master Plan.	DELIVER PARTNER ADVOCATE
We will review and update our asset management planning approach to enhance our Infrastructure and Asset Management Plans ensuring they are fit for purpose and meet changing community needs.	DELIVER
We will deliver a refreshed Disability Access and Inclusion Plan underpinning our approach to disability access and inclusion.	DELIVER PARTNER
We will deliver a refreshed Regional Public Health Plan underpinning our approach to the health and wellbeing of our community.	DELIVER PARTNER
We will review and implement renewed by-laws which respond to community needs by 2025.	DELIVER
Develop and deliver a Property Management Strategy that informs Council's management, acquisition and disposal of community land and property.	DELIVER
We will progress and implement the priorities and actions in the Shared Path Masterplan.	DELIVER PARTNER ADVOCATE
We will develop a Play Strategy that informs the provision of play experiences that are attractive to a range of ages.	PARTNER DELIVER
We will implement that strategies and actions outlined in our Dog and Cat Management Plan.	PARTNER DELIVER ADVOCATE

**Supporting strategies and plans:**

- Dog and Cat Management Plan
- Mount Gambier Affordable Housing Plan
- Ten Year Asset Management Plans
- Disability Access and Inclusion Plan
- Location masterplans
- Regional Public Health Plan
- Sport Recreation and Open Space Strategy
- Shared Path Masterplan



## PRIORITY 4 - ECONOMIC AND BUSINESS GROWTH

*“A creative, entrepreneurial mindset that creates a thriving, resilient community.”*

### **What success looks like...**

Over the next four years, Council is committed to achieving strategic outcomes that drive a resilient local economy and a thriving visitor economy. Key outcomes include:

- Our resilient local economy is supported by diverse industries and employment opportunities, enhanced by connectivity through modern freight networks and efficient transportation.
- Our visitor economy thrives through collaboration in sharing our story via immersive experiences with our unique natural and cultural assets.

### **What you will see from Council over the next four years:**

- 4.1. Implement process efficiencies that support small, medium and large-scale businesses to open and thrive in our city.
- 4.2. Collaborate with relevant partners to provide support for local businesses, ensuring their sustainability and contribution to Mount Gambier’s communities and brand.
- 4.3. Advocate for and support the development of modern, efficient intermodal freight networks and transport systems to enhance supply chain connectivity in and out of Mount Gambier, ensuring streamlined movement of goods and services.
- 4.4. Collaborate with partners to enhance the maturity of local businesses, supporting innovation and product development while effectively promoting new offerings to drive sustainable economic growth and market competitiveness.
- 4.5. Foster partnerships with universities, business groups, and government entities to attract and retain talent and advocate for identified skill gaps.
- 4.6. Enhance the positive impact of the visitor economy on Mount Gambier by focusing on sustainable growth in value and volume, and by collaborating with local businesses to improve offerings, extend opening hours, and ensure relevance to travelers for greater prosperity.
- 4.7. Continue to provide best practice traveller-centric information and story telling through multiple formats.
- 4.8. Explore opportunities for travellers to contribute to the preservation and enhancement of places and spaces valued by our community.

4.9. Create a strong Mount Gambier brand that fosters community pride, offers authenticity to travellers, and generates shared and earned media.

4.10. Enhance Mount Gambier's appeal as a year-round destination through targeted marketing, engaging events, and improved infrastructure.

**The key projects we will undertake include:**

Project	Council's Role
We will work with key stakeholders to create a masterplan for Umpherston Sinkhole/ Balumbul that ensures the area fulfils its critical role in enabling cultural connection and enhances the visitor experience within our region. We will also advocate for the required funding to redevelop this site in accordance with the masterplan.	DELIVER PARTNER ADVOCATE
We will work with key stakeholders to create a masterplan for Vansittart Park ensuring it can host finals and exhibition games that contribute to the local economy. We will also advocate for the required funding to redevelop this site in accordance with the masterplan.	DELIVER PARTNER ADVOCATE
We will implement a hub and spoke visitor servicing model that attracts visitors to our CBD while establishing spoke sites at key attractions and locations, enhancing visitor experience and promoting sustainable engagement with the city's diverse offerings.	DELIVER
We will implement signage and wayfinding that improves ease of navigation throughout the city, ensuring that both residents and visitors can effortlessly access key destinations and attractions.	DELIVER
We will advocate for and support the development of modern, efficient intermodal freight networks and transport systems to enhance supply chain connectivity in and out of Mount Gambier, ensuring streamlined movement of goods and services.	ADVOCATE
We will establish and implement a Retention, Attraction and Investment Framework and platform that promotes Mount Gambier as a key location to live, work and do business.	DELIVER PARTNER ADVOCATE

**Supporting strategies and plans:**

- Location masterplans



## PRIORITY 5 - A VIBRANT COMMUNITY

*“Events, activities, sport and recreation all contributing to a vibrant city during the day, at night and across the seasons.”*

### **What success looks like...**

Over the next four years, Council aims to cultivate a vibrant community through strategic placemaking, enhancing social cohesion, and providing arts and culture initiatives that celebrate the unique character of our city and its people. Key outcomes include:

- Our CBD and key inner-city spaces are thriving, welcoming, functional, and sustainable, fostering a sense of belonging while celebrating our diversity, culture, and history.
- We are a city renowned for our social and cultural diversity, creativity, and heritage, supporting diverse events and experiences that bring people together and enhance social connection.
- Our city is known as a regional destination for arts and cultural experiences with a community enriched by arts, culture, and live entertainment initiatives.

### **What you will see from Council over the next four years:**

- 5.1. Define a clear vision and action plan for the CBD which guides decision making and supports its ongoing growth as a vital economic, social and cultural hub for our community.
- 5.2. Provide well-considered public realm improvements which echo our local identity, enhance access and walkability and foster greater community connection.
- 5.3. Foster community-led creativity and innovation by actively supporting the test and trial of new ideas that enhance the vibrancy and appeal of our CBD.
- 5.4. Support the strategic growth of an inner-city population through focussed residential and overnight stay growth initiatives.
- 5.5. Foster a collaborative and 'open for business' environment amongst CBD traders, embracing times of peak visitation, improving our early evening economy and ensuring a destination experience throughout the calendar year.
- 5.6. Promote sustainable activation through well-considered public infrastructure, tailored regulations, and efficient systems and procedures that actively support city vibrancy.
- 5.7. Champion Reconciliation and the recognition of Aboriginal and Torres Strait Islander peoples.
- 5.8. Support and foster a program of festivals, events, and arts initiatives that celebrate diversity, alongside programs and projects that promote accessibility and inclusivity, ensuring full participation in the cultural and social life of the city for all.
- 5.9. Elevate the city's profile as a vibrant and diverse community by encouraging and providing community events and partnership, grants and sponsorship opportunities.

- 5.10. Celebrate and elevate the cultural profiles of our multicultural communities and support inclusive programs and services that welcome and integrate diverse groups.
- 5.11. Deliver arts programming through the Riddoch Arts and Cultural Centre as a flagship regional gallery that is recognised nationally and contributes creatively, culturally, socially and economically to Mount Gambier.
- 5.12. Drive social change and strengthen communities through locally-led arts, cultural and recreational activities.
- 5.13. Foster Mount Gambier as a regional centre for live performance.
- 5.14. Recognise, encourage and support artists, emerging artists, writers and performers through promotion of the Arts and supporting opportunities to exhibit and perform.
- 5.15. Foster creative expression, enhance public spaces and reflect the cultural diversity and identity of our community, by supporting local artists to produce public art that engages the community and travellers in a meaningful artistic experiences.

**The key projects we will undertake include:**

Project	Council's Role
We will deliver a CBD Activation and Masterplan that transforms our CBD into a vibrant hub, connecting locals and visitors, promoting inner-city living, and boosting economic and social activity by creating a dynamic, culturally enriched environment for all ages.	DELIVER PARTNER
We will develop and deliver our next Reconciliation Action Plan in partnership with our Yerkaalpata Community Reference Group and supports our organisation's commitment to reconciliation.	DELIVER PARTNER
We will develop and implement a Riddoch Arts and Cultural Centre Strategy.	DELIVER
We will deliver a Beacon Art initiative in collaboration with a local artist that engages visitors and residents in our local story.	DELIVER PARTNER
We will pursue programs and partnering opportunities that enhance the live entertainment offering in our city.	PARTNER ADVOCATE
We will support and advocate the modernisation of the Sir Robert Helpmann Theatre and Civic Centre Complex to complement the Library and The Riddoch Arts and Cultural Centre offering that currently exists within the civic and cultural precinct of the Mount Gambier.	PARTNER ADVOCATE
We will continue to pursue opportunities to reactivate the Mount Gambier Railway Station and enhance the role of the Railway Lands precinct as a premier destination in Mount Gambier.	DELIVER PARTNER ADVOCATE

We will pursue community activation of the Lady Nelson site to accommodate the city's creative industries and/or historic collections.	DELIVER PARTNER
Develop and implement a Place Making Strategy.	DELIVER PARTNER ADVOCATE

**Supporting strategies and plans:**

- CBD Guiding Principles
- Culture and Heritage Plan
- Location masterplans



## PRIORITY 6 - EXCELLENCE IN LEADERSHIP AND GOVERNANCE

*We are a professional and innovative Council, valued for our progressive, responsive, and sustainable management in delivering meaningful outcomes for the community.*

### **What success looks like...**

Over the next four years, Council commits to strong, accountable leadership and governance. Key outcomes include:

- We are a transparent and accountable organisation that makes informed decisions and demonstrates integrity through effective governance.
- We are a financially responsible organisation delivering sustainable, value-for-money services that meet community needs and uphold the principle of intergenerational equity.
- We care about our people ensuring we support, develop and motivate our workforce to meet community needs with capability and confidence.
- We are easy to do business with, committing to a customer-centric approach that delivers positive experiences and builds trust.

### **What you will see from Council over the next four years:**

- 6.1. The Elected Council are meeting their civic obligations and making informed, strategic decisions in the best interests of the community.
- 6.2. We will ensure compliance with legislative obligations and apply best-practice governance to strengthen risk management, accountability, and transparency, fostering trust within the community.
- 6.3. We will ensure decisions and activities of Council are communicated in a timely, clear and proactive manner.
- 6.4. Review and continually update the Long-Term Financial Plan to ensure ongoing financial sustainability to community expectations and legislative requirements.
- 6.5. Achieve value-for-money procurement and contract management that consistently aligns with Council's policies and delivers economic, social and environmental outcomes.
- 6.6. Implement systems and frameworks that foster continuous improvement, ensuring customer-centric service delivery and effective, transparent reporting.
- 6.7. Cultivate an organisational culture that attracts and retains talent and empowers a high-performing organisation through strategic workforce planning and organisational development initiatives.

- 6.8. Ensure that our workforce is equipped with the necessary systems, tools, plant and equipment to perform their roles safely and effectively while enhancing organisational systems to provide better support and efficiency.
- 6.9. Continue to enhance our safety systems to provide our workforce with a safe and healthy work environment.
- 6.10. Ensure a positive and engaging experience for our volunteer workforce and expand opportunities for people to engage in volunteering activities with the organisation.
- 6.11. Proactively advocate for community priorities.
- 6.12. Foster meaningful community engagement in Council's planning, projects, and key decision-making processes by actively listening to and incorporating community perspectives, ensuring their voice is integral to our operations and outcomes.

**The key projects we will undertake include:**

Project	Council's Role
Deliver Business Systems and Infrastructure improvements that support us to deliver our services more efficiently and effectively to the community.	DELIVER
Develop and implement a Workforce Planning Framework that informs the skill and capability requirements council needs to deliver its services and programs.	DELIVER
Undertake a rating review that guides council's approach to rates to ensure our financial sustainability.	DELIVER
Continue to deliver improvements that enhance a "Safety First" culture in accordance with our Work, Health Safety and Wellbeing Strategy.	DELIVER
Update Council's Community Consultation and Engagement Policy to align with Local Government Association SA and LG Act Reforms.	DELIVER PARTNER
Continue to develop the leadership capability of our workforce in accordance with the Leadership Capability Framework.	DELIVER
Develop and implement policies and procedures that support the organisation to attract grant funding and ensure appropriate accountability in acquitting those funds.	DELIVER ADVOCATE
Develop and implement a commercialisation principles and practices that guide the organisation's decision making to diversify revenue streams.	DELIVER

Continue the implementation of Council's Volunteer Management Plan to support and expand our volunteer workforce to support the delivery of our services and programs.	DELIVER
Complete the implementation of Council's Media and Communications Strategy.	DELIVER
Develop and implement a community feedback mechanism to inform Council's service delivery and results regularly reported back to the community.	DELIVER

**Supporting strategies and plans:**

- Advocacy and Partnership Priorities
- Annual Business Plans and Budgets
- Long Term Financial Plan
- Media and Communications Strategy
- Volunteer Management Plan

## OUR STRATEGIC MEASURES AND INDICATORS

In addition to reporting against our key strategic projects, we will monitor our progress utilising the following series of indicators and measures:

- 1.** Increase in tourism revenue from our operations that is reinvested to the preservation and regeneration of natural assets.
- 2.** Progress towards 65% reduction of kerbside general waste to Caroline Landfill by 2030.
- 3.** Reduction in resource use (e.g. energy, water) across Council operations.
- 4.** Increase the proportion of parks, reserves and natural areas that utilise recycled water systems.
- 5.** Established partnerships that support understanding and improvements to Mount Gambier's skilled workforce.
- 6.** Increasing provision of and engagement with online collections and resources provided by our Library.
- 7.** Increasing number of people accessing Council's services and programs that support innovation and learning annually.
- 8.** Completion of annually agreed capital works programs.
- 9.** The Asset Renewal Ratio is 100% over the 10 years of the Long Term Financial Plan.
- 10.** Assess development applications within legislative timeframes.
- 11.** Annual value of Mount Gambier's economy.
- 12.** Annual value of the visitor economy to Mount Gambier.
- 13.** Increase in tours and immersive experiences at our key sites.
- 14.** Direct economic benefit as a return on Council's investment in grants and sponsorship that support events or activation.
- 15.** Increased foot traffic and engagement across the CBD/ key precincts.
- 16.** Increasing number of people accessing Council's services and programs that support arts and creative pursuits annually.
- 17.** Internal and external audit outcomes are reported to the community.
- 18.** Financial indicators are in line with annual targets (as outlined in the Long Term Financial Plan).
- 19.** Number of engagements and their level of participation.
- 20.** Increase the number of volunteer programs offered by the Council and enhance volunteer participation in those programs.

## HOW TO READ THIS PLAN

The Strategic Plan is the overarching strategic document of City of Mount Gambier’s Strategic Planning and Reporting Framework. This Framework describes how strategic planning and reporting is developed and managed by Council to ensure the work it does contributes to the goals and aspirations of the Mount Gambier community as outlined in Mount Gambier 2035.

**This Plan forms part of City of Mount Gambier’s suite of Strategic Management Plans.**

<b>Strategic Plan</b> Community	Four year delivery focus. Planning for the vision and aspirations of the Mount Gambier community.
<b>Long Term Financial Plan</b> Financial	Ten year plan, revised annually to ensure ten year view is maintained. Planning for the long term financial sustainability of the City of Mount Gambier.
<b>Asset Management Plans</b> Infrastructure	Suite of ten year plans. Planning for the sustainable renewal and maintenance of Council assets.

### Structure of the Strategic Plan 2024 -2028:

#### STRATEGIC PRIORITIES

The long-term goals, as outlined in the Community Vision - Mount Gambier 2035, and reflect our strong commitment to strong, accountable leadership and governance.

#### WHAT SUCCESS LOOKS LIKE

The medium-term outcomes Council seeks to achieve or progress and contribute over the next four years.

#### WHAT COUNCIL WILL DO

These are the specific actions Council will prioritise to support the achievement of the strategic outcomes over the next four years.

#### KEY PROJECTS

These are the larger-scale initiatives and projects that will significantly contribute to achieving success. They represent areas of substantial investment or resource allocation. Council’s role in delivering these initiatives may include:

- Delivery: Direct responsibility for the full implementation of the project.
- Partnership: Collaborating with other groups or agencies to deliver an initiative.
- Advocacy: Influencing others to take action or deliver a project.

#### SUPPORTING STRATEGIES AND PLANS

Lists the key strategies or plans which support the strategic outcomes under each strategic priority. The listed strategies and plans will be changed and refined over time to reflect the key outcomes, actions and measures of success outlined in this Strategic Plan. They are aligned to the Strategic Priority where they have a primary relationship, noting that some of these have multiple relationships to the priorities. For a complete list of strategies and plans, please visit the City of Mount Gambier website [mountgambier.sa.gov.au](http://mountgambier.sa.gov.au).

## MEASURING OUR SUCCESS - OUR STRATEGIC MEASURES AND INDICATORS

We will regularly review our progress to ensure we are effectively contributing to the medium and long-term outcomes. Each year, informed by this strategic plan, we will develop an annual business plan that outlines detailed measures for our annual deliverables, which we will report on quarterly.

Through our annual report, we will provide updates on this strategic plan by including:

- Progress reports on key projects outlined under each strategic priority.
- Tracking and assessment against our strategic measures and indicators.

## OUR ROLE

Our Strategic Plan outlines how City of Mount Gambier, as an organisation, will courageously pursue the Community Vision. Guided by the aspirations and priorities articulated in this vision, this plan details where Council will focus its efforts in the medium term to contribute to the city's long-term vision.

Achieving the priorities of the Community Vision requires a collaborative approach, involving our community, stakeholders, and all levels of government. This Plan reflects our commitment to working with others to shape the future of our city. We will continue to build strong partnerships to advocate for the benefit of the city and leverage our relationships to seek co-investment, grants and contributions for the benefit of our community. Key partnerships include those with the Federal, State and Local Government sectors, and strategic non-government (private sector, community groups and not-for-profit) organisations.

In developing this Plan, we have considered our diverse and complex roles and the tools we can use to drive and influence change. The City of Mount Gambier acts as:

- **Leader:** Developing strategies, policies, programs, and services that chart a clear course for Mount Gambier.
- **Owner/Custodian:** Managing community assets entrusted to Council.
- **Regulator:** Enforcing state legislation to ensure the city remains safe, clean, and orderly.
- **Information Provider:** Sharing information about Council and the city with the broader community and stakeholders.
- **Advocate:** Representing our community's interests to influence issues and opportunities affecting the city.
- **Facilitator/Initiator:** Engaging with individuals, community groups, industry, government agencies, and stakeholders to address city-wide challenges.
- **Agent:** Delivering services on behalf of third parties, such as State or Federal Government, where there is demonstrated need and community benefit.
- **Direct Provider:** Delivering core services, projects, and programs.
- **Partner:** Collaborating with others to achieve service, program, or project outcomes.

## 18.2 ELECTOR REPRESENTATION REVIEW - REPRESENTATION REPORT

Author: Brittany Shelton, Manager Governance and Property  
Authoriser: Jane Fetherstonhaugh, General Manager Corporate and Regulatory Services

### RECOMMENDATION

1. That Council report titled 'Elector Representation Review - Representation Report' as presented on Tuesday 15 October 2024 be noted.
2. That all submissions received during the public consultation on the Elector Representation Review - Representation Report be received and noted in accordance with section 12(7) of the Local Government Act 1999 (the Act).
3. That having given due consideration to the submissions received, the Council hereby determines its future composition and structure to be:
  - (a) The principal member of Council continue to be a Mayor elected by the community;
  - (b) The Council area not be divided into wards (i.e. retain the existing "no wards" structure);
  - (c) The future elected body of Council comprise eight (8) Area Councillors and the Mayor.
4. The Chief Executive Officer or delegate be authorised to prepare and forward the necessary report and consultation documents to the Electoral Commissioner, pursuant to sections 12(11) and 12(12) of the Act.

### PURPOSE

Consideration be given to the submissions received during the Public Consultation on the Elector Representation Review - Representation Report and a report be prepared and forwarded to the Electoral Commissioner in accordance with the requirements of the Local Government Act 1999 (the Act).

### SUMMARY OF IMPLICATIONS AND BENEFITS

#### Implications

##### *Relevant Considerations*

Some of the key considerations outlined in the Representation Review Paper are highlighted below for Council's reference when forming a preferred option for consultation.

Several key legislative provisions should be considered when forming a position, including:

- Section 11A(1) – Council must not comprise more than thirteen (13) members (including Mayor) without exemption certificate from the Electoral Commissioner – this provision should not have a material impact on Council, however is a relevant consideration;
- Sections 26(1)(c) and 33 – Council should analyse how the proposal relates to the listed principles and matters (the relevant factors are set out in more detail below);
- Section 51 – Principal member must be an elected Mayor – again, this provision is already adhered to under the current structure in any event.



Council should give relevant consideration to the following principles articulated at section 26 of the Act, including:

- Benefits to ratepayers of any proposed composition and structure,
- Communities of interest – including economic, recreational, social, and regional factors,
- Adequate & fair representation (avoid over-representation etc).

### **Benefits**

The benefit of undertaking a rigorous representation review process is an opportunity for Council to connect and engage with our community to hear how they wish their voice / perspectives to be represented. In light of the recent consultation outcomes of the Local Government Participation and Elections Review undertaken by the Office of Local Government (OLG), the way in which Council's engage and represent their communities is a particular focus sector-wide.

### **BACKGROUND / OPTIONS**

Section 12(3) of the Act indicates that Council must undertake a 'representation review' to determine whether its community would benefit from an alteration to Council's composition or ward structure. This review is required to be undertaken and completed during the period April 2024 – April 2025, as determined by the Minister for Local Government by Notice in the Gazette dated 9 July 2020.

An Elector Representation Review must be undertaken at least once every eight (8) years, as directed by the Minister, and provides a comprehensive examination of all aspects of a Council's composition including the ratio and number of Elected Members, ward structure/options, and potentially the name of the Council. Any new arrangements come into effect at the next periodic election (in this case, November 2026). Council last completed a review of its elector representation between April 2016 - April 2017.

At its July 2024 meeting Council considered Report No. AR24/48191 titled 'Elector Representation Review - Preferred Structure - July Update' and resolved as follows:

- 3. That Council determine, in principle for the purpose of the preparation of a draft "Representation Report", the future composition and structure which it believes should come into effect at the next Local Government elections in 2026, be comprised of*
  - (a) The Council area be named City of Mount Gambier.*
  - (b) No Ward Structure.*
  - (c) A Mayor as Principal Member elected as a representative of the area as a whole.*
  - (d) 8 Area Councillors.*
- 4. That a draft "Representation Report" be prepared presenting Council's proposed/preferred future elector representation arrangement for consideration and endorsement by Council prior to the initiation of the public consultation process."*

Following Council's determination of its proposed future composition and structure at the July 2024 Council meeting, Council's Elector Representation Review consultant provided a Representation Report. In summary, the draft Representation Report proposes to keep the Council area as the City of Mount Gambier, without dividing it into wards, thereby preserving the "no ward" structure established in 2010. Additionally, Council will continue to have a Mayor elected by the community, as specified in section 51 of the Act, along with eight (8) area councillors.



**DETAILED IMPLICATIONS**

<b>Legal</b>	<p>The conduct of an Elector Representation Review during the relevant period determined by the Minister is a legislative requirement of section 12(4) of the Local Government Act 1999 (the Act). Failure to undertake a review or to take appropriate action or publish appropriate notices as required by section 12 of the Act are matters that must be referred to the Electoral Commission under section 12(19), who may take such action as appear appropriate in the circumstances (subsection 20) and recover the reasonable costs incurred from the Council (subsection 21). The Council must address certain matters in the review process, which include certain discretionary decisions around review options to be included in the Draft Representation Review Report. It is a requirement of section 12(7) of the Act to conduct public consultation on the Representation Report, which consultation must be in accordance with section 50 and Council's Community Consultation and Engagement Policy P195. The risk of Council failing to conduct, or properly conducting, an Elector Representation Review is that Council's structure may not meet the requirements to be considered fair and appropriate representation, the review may not be certified by the Electoral Commissioner (ECSA), or the review or any deficiency may be re-conducted by the Electoral Commissioner removing Council and Elected Members influence over the options and outcomes. The engagement of an experienced consultant to guide Council through the review process, including the preparation of relevant papers and reports, assists in mitigating foreseeable risks to meet its statutory review obligation to conduct the Elector Representation Review within the gazetted timeframe (by April 2025).</p>
<b>Financial and Budget</b>	The estimated cost of completing the review is \$13,000 (plus GST).
<b>Other Resources</b>	N/A

**RISK ANALYSIS**

Consequence	Consequence Rating:	Risk Likelihood Rating:	Risk Rating	Risk Controls and effectiveness	Risk Mitigation Plan
<b>Finance</b>	Insignificant (1)	Rare (1)	Low	Conduct a robust elector representation review with support from a suitably qualified and experienced consultant, including appropriate community consultation process.	Risk not outside of tolerance – no further mitigation required.
<b>Reputation</b>	Moderate (3)	Rare (1)	Low	Conduct a robust elector representation review with support from a suitably qualified and experienced	Risk not outside of tolerance – no further mitigation required.



				consultant, including appropriate community consultation process.	
<b>Legal Regulatory Policy</b>	/ / Major (4)	Rare (1)	Moderate	Conduct a robust elector representation review with support from a suitably qualified and experienced consultant, including appropriate community consultation process.	Risk not outside of tolerance – no further mitigation required.
<b>Service Delivery</b>	Insignificant (1)	Rare (1)	Low	N/A	N/A
<b>People</b>	Insignificant (1)	Rare (1)	Low	N/A	N/A
<b>Infrastructure</b>	Insignificant (1)	Rare (1)	Low	N/A	N/A
<b>Environmental</b>	Insignificant (1)	Rare (1)	Low	N/A	N/A

#### APPLICATION OF MOUNT GAMBIER 2035

N/A

#### APPLICATION OF STRATEGIC PLAN

##### Goal 5 Our Commitment

##### 5 Our Commitment

In order for Council to best serve our community, we must facilitate a robust review of the structure and composition of the elected Council, within the context of providing just and equitable representation for our broader community. Intrinsic within this process is the engagement and consultation, providing the opportunity for opinions to be voiced and considered on Council’s preferred option, preserving the status quo.

#### RELEVANT COUNCIL POLICY

[Community Consultation and Engagement - P195](#)

#### IMPLEMENTATION, COMMUNICATION AND ENGAGEMENT

A public consultation strategy, compliant with the requirements of sections 12(7) and 50 of the Act and Council’s Community Consultation and Engagement Policy P195, was undertaken, including the following elements.

*“Consult - Two-way communications designed to obtain public feedback about ideas on rationale, alternatives and proposals to inform decision making – Council will listen and acknowledge concerns and aspirations and provide feedback.”*



The community consultation strategy included the following elements:

- Information available and submissions received via the dedicated Your Say page,
- Media release which resulted in Border Watch Today article on 29 September,
- Social media posts / campaign,
- ABC radio interview on 4 October,
- Documents available for review at Principal Office,
- Consultation open for a minimum of 21 days,
- Submissions to be considered at a subsequent Council meeting and taken into account when making a determination as to representation structure.

The community were asked a range of questions via survey to determine their support for the proposed governance model, including:

1. Do you support a Principal Member to be a Mayor elected by the community?
2. Do you support the Council not being divided into wards (i.e. retain existing 'no wards' structure)?
3. Do you support Council comprising of eight area Councillors in addition to the Mayor?
4. Please provide any further comments you may have on the Elector Representation Review.

Community consultation was open for the period 18 September – 9 October 2024, and during that time no formal feedback submissions were received. Whilst this is a low engagement consultation, there is no indication that the community were unaware of the project, or their opportunity to provide feedback. It is acknowledged that representation reviews have historically yielded lower levels of engagement, as a result of the subject-specific nature of feedback available to the community. It is also entirely possible that those who felt comfortable with preserving the status quo representation model did not feel the need to engage further by submitting feedback. The survey template and summary YourSay engagement report are **attached** for information.

Some statistics indicating awareness / engagement in the consultation include:

- 475 people reached and 30 engaged with the Facebook post on 24 September,
- 1,031 people reached and 152 engaged with the Facebook post on 3 October,
- 354 views of the Facebook story shared on 6 October,
- 41 visits to the dedicated YourSay page,
- 7 downloads of the Representation Review Report document.

No changes to the preferred representation model are recommended based on the outcome of community consultation.

### **Certification of Electoral Commissioner**

Having considered the submissions received via community consultation, Council must now finalise the Representation Report before referring it to the State Electoral Commissioner by April 2025 to determine and certify whether the requirements of section 12 of the Act have, in their opinion, been satisfied. CL Rowe & Associates will be instructed to draft / amend the Representation Report for the purpose of referring to the Electoral Commissioner.

By way of update, an indicative elector representation review process and schedule was presented to Members at the May information/briefing session, as follows:





This report represents the 5th and 6th steps in the above review process. The process remains in line with the projected target, with the above timeline anticipating completion by December 2024.

The next steps in the process are as follows:

- Council considers the outcome of public consultation on the preferred elector representation option.
- Council endorse a final option and instruct CL Rowe and Associates to prepare the requisite submission to ECSA for certification.

## CONCLUSION

Council is now asked to determine the future composition and structure which it believes should come into effect at the next Local Government periodic elections in 2026. More specifically, Council will need to:

- examine the question of whether the number of elected members should be retained, reduced or increased;
- determine whether the council area should continue to remain without wards; and
- if the preference is for the council area is to be divided into wards, identify the preferred future ward structure, including the names/titles of the proposed wards and the level of representation in each ward.

Having considered the outcome of community consultation on the Representation Report, based upon Council's determined preferred structure to apply from the 2026 local government elections, Council may now proceed to the next stage of the Elector Representation Review being to endorse the final Representation Report and submit to the Electoral Commissioner for certification in accordance with the Act.

In the event a certificate is given by the Electoral Commissioner, confirming they are satisfied that Council has met the requirements of a representation review under section 12 of the Act, section 12(15) provides that:

- (a) the Electoral Commissioner must specify in the certificate a day by which an appropriate notice (or notices) for the purposes of this section must be published by the council in the Gazette; and
- (b) the council may then, by notice (or notices) in the Gazette, provide for the operation of any proposal under this section that it has recommended in its report.

## **ATTACHMENTS**

1. Summary Report Have Your Say Mount Gambier - Representation Review [**18.2.1** - 6 pages]
2. YourSay Survey - Representation Review 2024 [**18.2.2** - 2 pages]



# Summary Report

09 September 2024 - 08 October 2024

## Have Your Say Mount Gambier

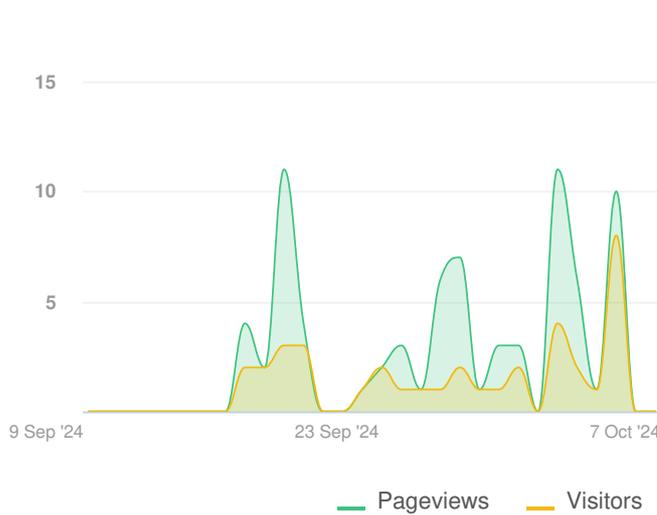
PROJECTS SELECTED: 1

Elector Representation Review 2024

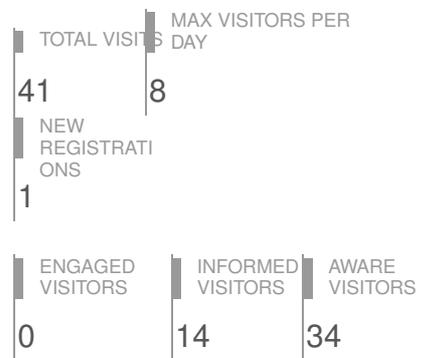
FULL LIST AT THE END OF THE REPORT



### Visitors Summary



### Highlights



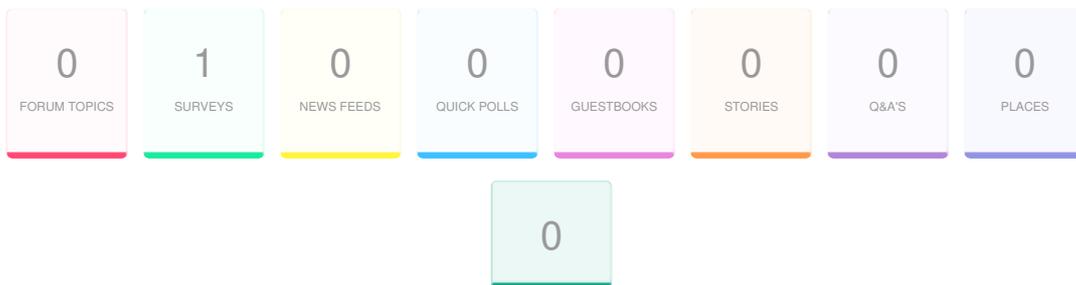
Have Your Say Mount Gambier : Summary Report for 09 September 2024 to 08 October 2024

## PARTICIPANT SUMMARY

<b>ENGAGED</b>	<b>0 ENGAGED PARTICIPANTS</b>			
INFORMED	Registered	Unverified	Anonymous	
AWARE	Contributed on Forums	0	0	0
	Participated in Surveys	0	0	0
	Contributed to Newsfeeds	0	0	0
	Participated in Quick Polls	0	0	0
	Posted on Guestbooks	0	0	0
	Contributed to Stories	0	0	0
	Asked Questions	0	0	0
	Placed Pins on Places	0	0	0
	Contributed to Ideas	0	0	0
	<i>* A single engaged participant can perform multiple actions</i>		<i>* Calculated as a percentage of total visits to the Project</i>	
ENGAGED	<b>14 INFORMED PARTICIPANTS</b>			(%)
INFORMED	Participants			
AWARE	Viewed a video	0	Elector Representation Revi... 14 (41.2%)	
	Viewed a photo	0		
	Downloaded a document	6		
	Visited the Key Dates page	0		
	Visited an FAQ list Page	0		
	Visited Instagram Page	0		
	Visited Multiple Project Pages	14		
	Contributed to a tool (engaged)	0		
	<i>* A single informed participant can perform multiple actions</i>		<i>* Calculated as a percentage of total visits to the Project</i>	
ENGAGED	<b>34 AWARE PARTICIPANTS</b>			
INFORMED	Participants			
AWARE	Visited at least one Page	34	Elector Representation Revi... 34	
	<i>* Aware user could have also performed an Informed or Engaged Action</i>		<i>* Total list of unique visitors to the project</i>	

Have Your Say Mount Gambier : Summary Report for 09 September 2024 to 08 October 2024

## ENGAGEMENT TOOLS SUMMARY

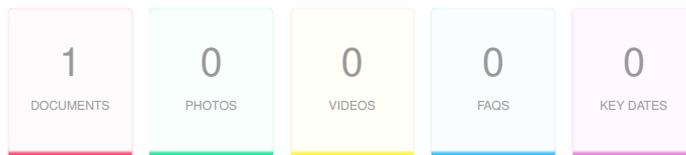


SURVEYS SUMMARY	
1	Surveys
0	Contributors
0	Submissions

TOP 3 SURVEYS BASED ON CONTRIBUTORS
<p>0</p> <p>Contributors to</p> <p>Elector Representation Review 2024 - Proposal Feedback</p>

Have Your Say Mount Gambier : Summary Report for 09 September 2024 to 08 October 2024

## INFORMATION WIDGET SUMMARY



DOCUMENTS	
1	Documents
6	Visitors
7	Downloads

TOP 3 DOCUMENTS BASED ON DOWNLOADS
<p>7 Downloads</p> <p>Draft Elector Representation                      Review Report - Public                      Consultation.pdf</p>

Have Your Say Mount Gambier : Summary Report for 09 September 2024 to 08 October 2024

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## TRAFFIC SOURCES OVERVIEW

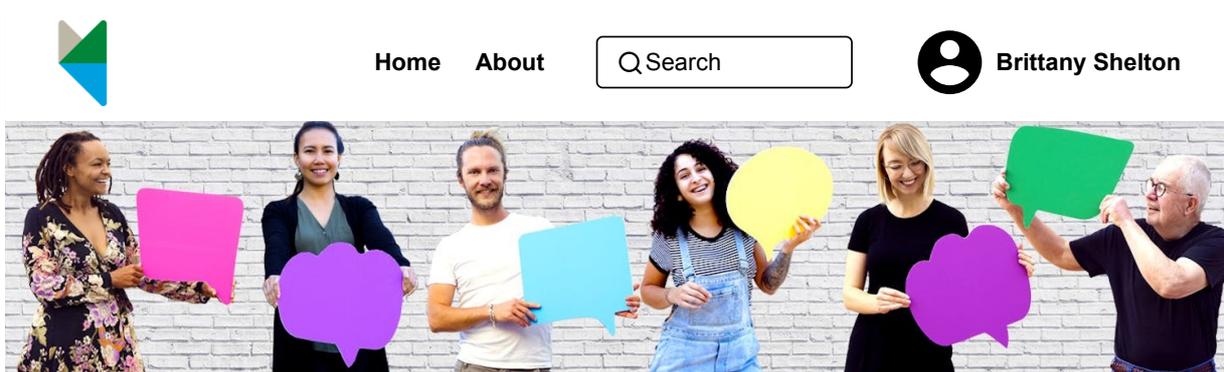
REFERRER URL	Visits
m.facebook.com	8
l.facebook.com	5
www.google.com	5
www.mountgambier.sa.gov.au	3
lm.facebook.com	2

Have Your Say Mount Gambier : Summary Report for 09 September 2024 to 08 October 2024

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## SELECTED PROJECTS - FULL LIST

PROJECT TITLE	AWARE	INFORMED	ENGAGED
Elector Representation Review 2024	34	14	0



[Home](#) / [Elector Representation Review 2024](#) / Elector Representation Review 2024 - Proposal Feedback

# Elector Representation Review 2024 - Proposal Feedback

Please let us know your position on the proposed future composition and structure of Council.

You will be submitting this survey as **Brittany Shelton**, to change this [logout](#)

All fields marked with an asterisk (\*) are required

1. Do you support a Principal Member to be a Mayor elected by the community? \*

Yes

No

2. Do you support the Council not being divided into wards (i.e. retain existing 'no wards' structure)? \*

Yes

No

3. Do you support Council comprising of eight area Councillors in addition to the

Mayor? \*

Yes

No

4. Please provide any further comments you may have on the Elector  
Representation Review:

Your response to this section must be limited to 500 words

**Submit**

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[Technical Support](#) [Cookie Policy](#)

### **18.3 GRANTS AND SPONSORSHIPS PROGRAM ROUND ONE - NEW YEAR'S EVE AND SOUTH AUSTRALIAN COUNTRY SWIMMING CHAMPIONSHIPS**

Author: Biddie Shearing, Manager Economy, Strategy and Engagement  
Authoriser: Barbara Cernovskis, General Manager City Infrastructure

#### **RECOMMENDATION**

1. That Council report titled 'Grants and Sponsorships Program Round One - New Year's Eve and South Australian Country Swimming Championships' as presented on Tuesday 15 October 2024 be noted.
2. That \$32,600 cash and \$4,287 in-kind be endorsed for distribution as part of Round One of the 2024/2025 Grants and Sponsorships program specifically for:
  - (a) Mount Gambier Swimming Club Inc. - \$15,000 cash and \$3,000 in-kind to host the 2025 South Australian Country Swimming Championships
  - (b) Mount Gambier Community Management Inc. - \$17,600 cash and \$1,287 in kind to support the 2024 New Years Eve Event noting Councils strong preference for a CBD location, if achievable.

#### **PURPOSE**

The purpose of this report is recommending an allocation of funding via the Grants and Sponsorships Program Round One to Mount Gambier Community Management Inc. for a New Year's Eve Event and Mount Gambier Swimming Club for the 2025 South Australian Country Swimming Championships.

#### **SUMMARY OF IMPLICATIONS AND BENEFITS**

##### **Implications**

- Over subscription exceeding annual budget allocation, limiting Round Two funding allocation.
- Out of session allocation sets precedence for future allocations, therefore impacting the Grants and Sponsorships Program ethos.

##### **Benefits**

- Fair and equitable funding allocations are in place to all groups and individuals in the community.
- The program assists eligible groups or individuals with funds and in-kind support to host community events and projects, upgrade infrastructure or facilitate art projects all of which strive to improve quality of life and meet community needs.
- Provides a strategic and holistic approach to allocating funding.
- Provides accountability and transparency should council be required to audit funding allocations and the process to do so.

#### **BACKGROUND / OPTIONS**

Round One of the Grants and Sponsorship Process opened on Friday 5 July 2024, closing on Friday 2 August 2024. The Grants and Sponsorship assessment panel met on 19 August, 27 August and 30 August 2024 to assess the applications.

Council received 40 applications for events and/or projects across nine streams of available funding. All applications were assessed across three assessment panel meetings using an Evaluation Matrix and based on the selection criteria provided in the Grants and

Sponsorships Program Guidelines. 28 applications were determined to be successful. Four applications resulted in an undetermined outcome including the Mount Gambier Community Management Inc application for New Year's Eve and Mount Gambier Swimming Club application for South Australian Country Swimming Championships.

The Council Resolution on 17 September 2024 is as follows:

- “1. That Council report titled ‘Grants and Sponsorship Program 2024/2025 - Round 1’ as presented on Tuesday 17 September 2024 be noted.
2. That \$239,805 cash plus \$40,328 in kind be endorsed for distribution for round one of the 2024/2025 Grants and Sponsorship program.
3. All applicants be notified accordingly, advising that the provision and acquittal of these grant funds will be subject to:
  - (1) all necessary land holder and development approvals being obtained; and
  - (2) all works being completed in accordance with all relevant legislative and compliance standards.
4. That Council invite the Generations in Jazz committee to present a three to five year business plan and funding model at an Elected Member briefing to be held before the end of the current calendar year.
5. That Council invite the Fringe Mount Gambier committee to present a three to five year business plan and funding model at an Elected Member briefing to be held before the end of the current calendar year.
6. That Council seeks further information from Mount Gambier Community Management Inc. and Mount Gambier Swimming Club regarding their applications to be presented to the assessment panel for recommendation.”

Council administration has communicated the above resolution outcome to the proponents, resulting in the following:

**Generations in Jazz** – due to critical timing for event delivery, an elected member briefing was held followed by a special Council Meeting on at 5:30pm on Wednesday 25 September 2024. Council endorsed an allocation of \$35k cash and \$3,700 in-kind as part of Round One of the Grants & Sponsorships Program and reaffirmed the requirement of a further representation by the Generations in Jazz Board in December 2024.

**Fringe Mount Gambier** – As per resolution, advised of undetermined outcome and advised requirement to brief council on 3-5year business plan and event sustainability, scheduled for December 2024.

**Mount Gambier Swimming Club** – As per resolution, further information has been provided to the Assessment Panel to support the original application to host the 2025 South Australian Country Swimming Championships. Mount Gambier Swimming Club application seeks \$15,000 cash and \$3,000 in-kind.

The Assessment Panel unanimously agreed to support the application to the value requested.

**Mount Gambier Community Management Inc.** As per resolution, further information has been provided to the Assessment Panel to support the original application for a 2024 New Years Eve Event, with an option to consider the preferred CBD location. Mount Gambier Community Events Inc. seeks \$17,600 cash and \$1,287 in kind.

The Assessment Panel have reviewed the finalised application and agreed to support the New Years Eve Event, given the thrust of community energy that has been achieved to date,

however ideally the panel encourages the event to be delivered in a CBD location as this aligns with multiple strategic principles of Council.

Given the short lead time to the 2024 event, the Assessment Panel recommends supporting the 2024 event however insists that any future funding requests for a New Year's Eve Event are to reflect a CBD location, noting that each year would require a new funding submission that will be assessed in accordance with the Grant's and Sponsorships Program guidelines and process.

The Assessment Panel unanimously agreed to support the application to the value requested noting the feedback on CBD location.

### DETAILED IMPLICATIONS

<b>Legal</b>	Successful applicants are required to obtain all necessary land use, landholder and development approvals and complete works in accordance with relevant legislative and compliance standards. Applicants must sign an Acceptance of Grant Conditions agreement, with terms set out by Council, prior to commencing project/event.																		
<b>Financial and Budget</b>	<p>The table below outlines the current amounts allocated and the recommended amounts for allocation associated with this report. The balance remaining takes into consideration previous allocations from Round One and the ongoing streams of funding for Venue Sponsorship and Quick Response.</p> <table border="1"> <thead> <tr> <th></th> <th>Total Budget 2024/2025</th> <th>Allocated to date</th> <th>Recommended Allocation - Mount Gambier Community Management Inc.</th> <th>Recommended Allocation - Mount Gambier Swimming Club</th> <th>Remaining 2024/2025</th> </tr> </thead> <tbody> <tr> <td><b>Cash</b></td> <td>\$509,427</td> <td>\$338,613</td> <td>\$17,600</td> <td>\$15,000</td> <td>\$138,214</td> </tr> <tr> <td><b>In-kind</b></td> <td>\$139,997</td> <td>\$50,836</td> <td>\$1,287</td> <td>\$3,000</td> <td>\$87,874</td> </tr> </tbody> </table>		Total Budget 2024/2025	Allocated to date	Recommended Allocation - Mount Gambier Community Management Inc.	Recommended Allocation - Mount Gambier Swimming Club	Remaining 2024/2025	<b>Cash</b>	\$509,427	\$338,613	\$17,600	\$15,000	\$138,214	<b>In-kind</b>	\$139,997	\$50,836	\$1,287	\$3,000	\$87,874
	Total Budget 2024/2025	Allocated to date	Recommended Allocation - Mount Gambier Community Management Inc.	Recommended Allocation - Mount Gambier Swimming Club	Remaining 2024/2025														
<b>Cash</b>	\$509,427	\$338,613	\$17,600	\$15,000	\$138,214														
<b>In-kind</b>	\$139,997	\$50,836	\$1,287	\$3,000	\$87,874														
<b>Other Resources</b>	No additional financial impact as the Council allocated Grants and Sponsorship Program is part of ongoing service delivery and within allocated budget annually.																		

### RISK ANALYSIS

Consequence	Consequence Rating:	Risk Likelihood Rating:	Risk Rating	Risk Controls and effectiveness	Risk Mitigation Plan
<b>Finance</b>	Minor (2)	Possible (3)	Moderate	Applicants must sign an Acceptance of Grant Conditions agreement, with terms set out by Council, prior to commencing project/event.	50% paid up front and remaining amount paid on acquittal.



<b>Reputation</b>	Moderate (3)	Possible (3)	Moderate	Applications assessed against predetermined criteria.	Assessment panel and evaluation matrix.
<b>Legal / Regulatory / Policy</b>	Minor (2)	Possible (3)	Moderate	Applications assessed against predetermined criteria.	Assessment panel and evaluation matrix.
<b>Service Delivery</b>	Minor (2)	Possible (3)	Moderate	Applicants must sign an Acceptance of Grant Conditions agreement, with terms set out by Council, prior to commencing project/event.	50% paid up front and remaining amount paid on acquittal.
<b>People</b>	Insignificant (1)	Unlikely (2)	Low	Ongoing and regular contact between applicants and key council personnel.	Feedback collated to review process and refine
<b>Infrastructure</b>	Insignificant (1)	Unlikely (2)	Low	Ongoing and regular contact between applicants and key council personnel.	Feedback collated to review process and refine.
<b>Environmental</b>	Insignificant (1)	Unlikely (2)	Low	Ongoing and regular contact between applicants and key council personnel.	Feedback collated to review process and refine.

## APPLICATION OF MOUNT GAMBIER 2035

### Economic and Business Growth

- Our local businesses are thriving due to a strong local economy and tourism.
- We enable our creative industry to contribute to employment opportunities and the social fabric of the city.

### A Vibrant Community

- Our arts and cultural events are accessible across an annual calendar and through all seasons.
- Our events, activities, sport and recreation provide opportunities for connecting and engaging within the community.
- We have social networks and opportunities for all age groups.
- We have events, activities, sport and recreation opportunities that are inclusive and accessible to everyone.

## APPLICATION OF STRATEGIC PLAN

### Goal 1 Our People

1.1 Community based organisations and networks - Our community groups and network develop and grow to achieve their aspirations.

1.1.1 Fostering and supporting community-based organisations [Service Provider (Part Funder)].



- 1.2 Community growth - We foster a sense of community by encouraging and supporting participation in community life.
- 1.2.2 Helping community groups to help themselves by providing support for effective networks to develop and grow [Partnership].
- 1.3 Sense of community - The community grows in real terms at a rate that helps sustain and grow the services available within the City and for the region.
- 1.3.1 Supporting community events and programs that bring people together, encourage interaction and promote a sense of community [Service Provider (Part Funder)].
- 1.3.2 Providing opportunities to enable our community to be supported and involved [Owner / Custodian and Service Provider (Part Funder)].
- 1.4.2 Providing integrated services and facilities that encourage active living to improve health and wellbeing [Service Provider (Direct) and (Indirect)].
- 1.4.5 Ensuring support services and recreational activities are accessible [Advocate, Initiator / Facilitator].
- 1.4.6 Providing grant programs that assist the community in delivering services and projects that align with its aspirations [Service Provider (Indirect)].

## **Goal 2 Our Location**

- 2.1.4 Regularly reviewing and updating Council's Asset Management Plans for each asset category [Owner / Custodian].
- 2.4.1 Seeking to hold at least six regional standard community or sporting events in the new Community and Recreation Hub annually [Service Provider (Part Funder), Partnership].
- 2.4.2 Continuing to hold six regional standard sporting events (or higher) at our outdoor facilities [Service Provider (Part Funder), Partnership].
- 2.4.3 Seeking to market our region even better for year-round adventurous activities [Advocate, Initiator / Facilitator].
- 2.4.4 Work in partnership with our sporting clubs to improve their sporting and clubhouse facilities and to help them take advantage of accommodation opportunities for groups [Partnership, Advocate, Owner / Custodian].

## **Goal 4 Our Climate, Natural Resources, Arts, Culture and Heritage**

- 4.4.4 Providing services, programs and facilities for the community to participate in a broad range of arts and cultural activities [Service Provider (Direct) and (Indirect) and Partnership].
- 4.5 A City brought to life with public art - We will ensure that opportunities for public art are created within our city, this means not just spaces for the artwork, but also spaces where creative industries can connect and flourish.
- 4.5.4 Work with the owners of prominent buildings and structures across the City to increase the visibility of public art [Owner / Custodian, Service Provider (Part Funder)].
- 4.5.5 Establish an annual public arts fund and street art event [Initiator / Facilitator, Service Provider (Part Funder), Partnership].

## **RELEVANT COUNCIL POLICY**

[Grants and Sponsorship](#)

[Privacy - P155](#)

[Request for Service and Complaint - C200](#)

## **IMPLEMENTATION, COMMUNICATION AND ENGAGEMENT**

Further to the Council resolution on 17 September 2024, Council administration have communicated with the proponents (Mount Gambier Community Management Inc. and Mount Gambier Swimming Club) to obtain further information regarding their applications.

Pending the Council resolution on 15 October 2024, Council administration will follow the notification process to the proponent.

## CONCLUSION

This report recommends that an allocation from the Grants and Sponsorships Program Round One of \$32,600 cash and \$4,287 in-kind be endorsed to support the Mount Gambier Swimming Club and Mount Gambier Community Management Inc applications for:

**Mount Gambier Swimming Club** – \$15,000 cash and \$3,000 in-kind to host the 2025 South Australian Country Swimming Championships.

**Mount Gambier Community Management Inc.** - \$17,600 cash and \$1,287 in kind to support the 2024 New Years Eve Event noting Councils strong preference for a CBD location, if achievable.

## ATTACHMENTS

1. Evaluation Matrix [18.3.1 - 1 page]



## Corporate Sponsorship Summary

Applicant Name	Conflict of Interest	2024/25 Estimates										2023/24 Sponsorship (Actuals)			Outcome
		Requested Cash	Requested In Kind	Allocated Cash	Allocated In Kind	Allocated Cash and In-Kind	Economic Benefit	Participation	Overnight Stays - per night	Days of Event	No. of Local Jobs	Cash	In Kind	Total	
Mount Gambier Community Management Inc - New Years Eve	Nil	\$17,600.00	\$1,287.00	\$17,600.00	\$1,287.00	\$18,887.00	\$909,016.00	4750	238/1 nights	1	10	\$5,000.00	\$8,000.00	\$13,000.00	Successful
Mount Gambier Swimming Club - 2025 South Australian Country Swimming Championships	Nil	\$15,000.00		\$15,000.00	\$3,000.00	\$18,000.00	\$1,906,300.00	1100	220/5 nights	5	23			\$0.00	Successful
		<b>Requested Cash</b>	<b>Requested In Kind</b>	<b>Allocated Cash</b>	<b>Allocated In Kind</b>	<b>Allocated Total</b>									
		\$32,600.00	\$1,287.00	\$32,600.00	\$4,287.00	\$36,887.00									

## 18.4 EVENT SPONSORSHIP 2026 AUSTRALIAN SPRINTCAR CHAMPIONSHIP

Author: Xarnia Keding, Team Leader Community Events  
Authoriser: Barbara Cernovskis, General Manager City Infrastructure

### RECOMMENDATION

1. That Council report titled 'Event Sponsorship 2026 Australian Sprintcar Championship' as presented on Tuesday 15 October 2024 be noted.
2. That a pre-allocation of \$35,000 cash from the 2025/2026 financial year Grants and Sponsorships program be endorsed to secure the January 2026 Australian Sprintcar Championship to be held at the Borderline Speedway on Friday 30 January 2026 and Saturday 31 January 2026.

### PURPOSE

To seek endorsement for a pre-allocation from the Financial Year 2025/2026 Grants and Sponsorships Program towards a major event held within the region to attract substantial economic benefit and visitation to Mount Gambier - The Australian Sprintcar Championship to be held at the Borderline Speedway from 30 and 31<sup>st</sup> January 2026.

### SUMMARY OF IMPLICATIONS AND BENEFITS

#### Implications

- Environmental - Provision of equipment to support responsible waste management.
- Social - Promoting health and wellbeing in our city, build social cohesion, provide recreation and entertainment opportunities.
- Financial - As the amount requested is in the FY2025.26 and is not part of our annual allocation of funds, any amount endorsed will impact other grants/sponsorship amounts or an additional amount will need to be allocated as part of budget considerations.
- Accessibility and inclusion – The venue has DDA compliant toilet facilities and carparking and has an accessible seating area.
- Out of session allocation sets a precedence for future allocations therefore impacting the Grants and sponsorships Program ethos.

#### Benefits

- Economic Benefit - The proposed 2026 Australian Sprintcar Championship 2-day event is an event of State significance and is estimated to attract 10,000 visitors per day, with an average spend per person per day of \$140.00. This equals a total visitor spend of \$2,800,000 attributed from this event. 80% of spectators will be intrastate and interstate visitors. Attached is the economic profile provided by Borderline Speedway.
- This event supports the position of Mount Gambier as a Regional Capital City by attracting and delivering a national event.
- This event enhances the social and cultural life of our city.
- Provides opportunities for community involvement with local service groups providing volunteer parking attendants, supporting canteen operations and gate keepers.

### BACKGROUND / OPTIONS

The Australian Sprintcar Championship, the largest and most prestigious sprintcar event in Australia, is the first track racing championship held annually since 1963 to determine the Australian national champion for winged sprintcar racing. The Sprintcar Control Council of Australia (SCCA), the governing body of sprintcar racing in Australia, has selected the Borderline Speedway as the home of the 2026 Championship. The Friday night program will



consist of qualifying heats and preliminary mains with finals being held on Saturday, practice sessions will be on Thursday, as well as social events for the fans and participants. It is anticipated to attract 10,000 people per day (Total 20,00 across the 2-day event), noting that almost 60% attendees from interstate.

The Borderline Speedway has successfully hosted this event in 2018 (Council sponsored \$25,000 cash) and 1995.

The event will be livestreamed and televised on a live free to air platform.

#### DETAILED IMPLICATIONS

<b>Legal</b>	<p>Event proponent is to supply Council a copy of their current Public Liability Insurance Policy to the minimum value of \$20 million.</p> <p>Event proponents are required to obtain all necessary land use, landholder and development approvals in accordance with relevant legislative and compliance standards.</p> <p>Event proponent must sign an Acceptance of Grant Conditions agreement with terms set out by Council, prior to the event commencing.</p>
<b>Financial and Budget</b>	<p>The cash sponsorship requested will impact the Grants and Sponsorships Program for the Financial Year 2025/2026 as part of a pre-allocation, however, is estimated to be within annual budget parameters, noting the Annual Budget process for Financial Year 2025/2026 is not endorsed until June 2025.</p> <p>This is not a request for an increase in the overall allocation pool for FY 2025/2026.</p> <p>No support from council including the infrastructure team has been requested (No in-kind request).</p>
<b>Other Resources</b>	<p>The event is being held at a club owned sporting facility, located in District Council of Grant, however the visitor spend, and promotion of Mount Gambier will directly benefit our local economy.</p>

#### RISK ANALYSIS

Consequence	Consequence Rating:	Risk Likelihood Rating:	Risk Rating	Risk Controls and effectiveness	Risk Mitigation Plan
<b>Finance</b>	Minor (2)	Possible (3)	Moderate	Only 5% paid up front.	50% paid up front and remaining amount paid on acquittal.
<b>Reputation</b>	Moderate (3)	Possible (3)	Moderate	Grants and Sponsorship Application complete.	Council to review all marketing material including media releases.
<b>Legal / Regulatory / Policy</b>	Minor (2)	Possible (3)	Low	Ensure all documentation is received.	Regular meetings between event organiser and



					community events team to ensure all documentation received.
<b>Service Delivery</b>	Minor (2)	Possible (3)	Low	Ensure all documentation is received.	50% paid up front and remaining amount paid on acquittal.
<b>People</b>	Insignificant (1)	Unlikely (2)	Low	Ongoing and regular contact between event organiser and community events team.	Acquittal to be reviewed to support similar events.
<b>Infrastructure</b>	Insignificant (1)	Unlikely (2)	Low	No in-kind requested.	No in-kind requested.
<b>Environmental</b>	Insignificant (1)	Unlikely (2)	Low	Ongoing and regular contact between event organiser and community events team.	Acquittal to be reviewed to support similar event.

## APPLICATION OF MOUNT GAMBIER 2035

### Infrastructure and Services

We have diverse recreation spaces that are connected and accessible.

### Economic and Business Growth

Our local businesses are thriving due to a strong local economy and tourism.

We enable our creative industry to contribute to employment opportunities and the social fabric of the city.

### A Vibrant Community

Our public spaces and activities create opportunities to connect and engage, day and night. Our events, activities, sport and recreation provide opportunities for connecting and engaging within the community.

We have energetic and enthusiastic volunteers engaging in initiatives that provide opportunities for people to connect and contribute to the community.

We have events, activities, sport and recreation opportunities that are inclusive and accessible to everyone.

We have social networks and opportunities for all age groups.

## APPLICATION OF STRATEGIC PLAN

### Goal 1 Our People

1.1 Community based organisations and networks - Our community groups and network develop and grow to achieve their aspirations.

1.1.1 Fostering and supporting community-based organisations [Service Provider (Part Funder)].

1.2 Community growth - We foster a sense of community by encouraging and supporting participation in community life.

1.3.1 Supporting community events and programs that bring people together, encourage interaction and promote a sense of community [Service Provider (Part Funder)].



- 1.3.2 Providing opportunities to enable our community to be supported and involved [Owner / Custodian and Service Provider (Part Funder)].
- 1.3.3 Raising awareness of community accomplishments [Information Provider / Promoter].

### **Goal 2 Our Location**

- 2.4.2 Continuing to hold six regional standard sporting events (or higher) at our outdoor facilities [Service Provider (Part Funder), Partnership].?
- 2.4.3 Seeking to market our region even better for year-round adventurous activities [Advocate, Initiator / Facilitator].

### **Goal 3 Our Diverse Economy**

- 3.1 Identity, gateways and support for our businesses - Establish a strong, positive, aspirational identity that includes the message that the City of Mount Gambier is 'Open for Business'.
- 3.1.2 Generating positive messages about Mount Gambier that are heard and recognised across our region and in Adelaide, together with wider domestic and international targeting [Advocate, Information Provider / Promoter].
- 3.4.5 Working with other tourism stakeholders to develop dispersal strategies that bring tourists into the region from across South Australia, Victoria and further afield [Service Provider (Direct) and (Indirect), Partnership].

## **RELEVANT COUNCIL POLICY**

[Grants and Sponsorship](#)

## **IMPLEMENTATION, COMMUNICATION AND ENGAGEMENT**

Noting this application is being considered outside of the formal Grants and Sponsorships Program Rounds, Council administration has worked closely with event organisers in a short lead time to assess and ensure the capacity and viability of the event and that it is functional and achievable.

Pending the Council resolution on 15 October 2024, Council Administration will follow the notification process to the proponent and continue to hold regular meetings in the lead up to the event.

## **CONCLUSION**

Given the projected economic benefit and significant positioning of Mount Gambier as a Regional Capital City, this report recommends a pre-allocation of \$35,000 cash from the 2025/2026 financial year Grants and Sponsorships program be endorsed to secure the January 2026 Australian Sprintcar Championship at the Borderline Speedway.

## **ATTACHMENTS**

1. Borderline Speedway Sprintcar Championship Sponsorship Application [**18.4.1** - 6 pages]
2. Borderline Speedway Sprintcar Championship Budget [**18.4.2** - 1 page]
3. Borderline Speedway Sprintcar Championship - RDA Limestone Coast Region - Event Impact Assessment Model [**18.4.3** - 4 pages]
4. Borderline Speedway Sprintcar Championship Strategic Plan [**18.4.4** - 3 pages]

# Application

Organisation/applicant name	Borderline Speedway Inc
Postal address	PO Box 1120, Mount Gambier SA 5290
Application prepared by	Cary Jennings
Position	President
Phone	
Email	admin@borderlinespeedway.com.au

Is your organisation registered for GST?  YES  NO

Please provide your organisation's Australian Business Number (ABN) **78 036 981 152**

Are you being auspiced by another organisation?  YES  NO

## If YES please provide details and attach evidence

Organisation name

Incorporation number

## Event/project details

Event/project name **Australian Sprintcar Championship 2026**

Event/project date(s) **Friday 30 January 2026**

Event/project venue **Saturday 31 January 2026**

## Event/project summary *250 word description*

The Australian Sprintcar Championship, the largest and most prestigious sprintcar event in Australia, is the dirt track racing championship held annually since 1963 to determine the Australian national champion for winged sprintcar racing. The Sprintcar Control Council of Australia (SCCA), the governing body of sprintcar racing in Australia, has selected the Borderline Speedway as the home of the 2026 Championship, the 2 day competition will run on Friday 30 and Saturday 31 January 2026. The Friday night program will consist of qualifying heats and preliminary mains with finals being held on Saturday, practice sessions will be held on Thursday, as well as social events for fans and participants. The event will be livestreamed and televised on a live free to air platform. The championship will draw more than 10,000 people to Mount Gambier and surrounds resulting in an economic boost for retail, hospitality and accommodation businesses.

**City of Mount Gambier Strategic Plan 2020-2024**

*Tick the relevant pillars that your event/project will support*

**Please identify the area/s in which your event supports the City of Mount Gambier Strategic Plan**



**Our People**

A safe inclusive City where access to quality services & facilities supports a socially connected, vibrant & healthy community



**Our Location**

A perfectly centered place where people aspire to live, work, visit & invest



**Our Diverse Economy**

A diversified, innovative & resilient economy that generates jobs & services



**Our Climate, Natural Resources, Arts, Culture & Heritage**

A culturally-inspired City that strives to minimise its ecological footprint

To download a copy of the Strategic Plan, please visit:

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

**Please explain how you will support these pillars** *Maximum 250 words*

As the Borderline Speedway is a community group that provides events that bring people together, supporting our organisation and the Championships aligns to Our People (1.1 and 1.3). The Championships is a national sporting event, attracting competitors and spectators from across Australia, aligning to Our Location (2.4.2). Due to the positivity about and popularity of the Borderline Speedway, evident in social media comments about the venue, the Championship event will and already is generating positive messages about Mount Gambier locally and across Australia, aligning to Our Diverse Economy (3.1.2). The Championship will have an attendance of around 10,000 attracting locals and visitors from intra and interstate (3.4.2 and 3.4.5). The Championship supports the Our Climate, Natural Resources, Arts, Culture and Heritage goal by providing the community with an opportunity to participate in a broad range of cultural activities (4.4.2).

Which grant are you applying for?	Please tick and follow direction
Minor/Major/Corporate Event Grants	<input checked="" type="checkbox"/> <a href="#">Pages 12 to 17</a>
Minor/Major Community Strengthening Grants	<input type="checkbox"/> <a href="#">Pages 18 to 20</a>
Creative Arts Fund	<input type="checkbox"/> <a href="#">Pages 21 to 24</a>
Sports and Recreation Capital Works	<input type="checkbox"/> <a href="#">Pages 25 to 30</a>
Quick Response	<input type="checkbox"/> <a href="#">Page 31 to 33</a>
Venue Sponsorship	<input type="checkbox"/> <a href="#">Page 34</a>

# Application

Are you considering applying for use of a Council venue?

*If yes, please attach completed Venue Hire Form*

YES  NO

Are you considering using Council land?

*If yes, please attach completed Special Event Permit Application*

YES  NO

**Please note** – if you are in the process of negotiating access to a Council venue, you will need to complete the Venue Hire Form or/and the Special Event Permit Application before we can consider this application.

## Anticipated event attendance

Number of anticipated attendees per day 10,000

## Please provide a percentage breakdown of the anticipated attendees

Local % 10 Region % 10

Interstate % 59 Intrastate % 20

International % 1

**Total must equal 100%**

Provide an indication of the percentage of non-local participants and spectators expected to stay in paid accommodation within the region and how many nights.

60 % 3 Nights

## Event budget

**Estimated total budget for event:** \$ 311,600

*Please attach itemised budget showing all income, expenditure, profit and loss.*

## Sponsorship request

**Minor Event Grant (up to \$2,000) / Major Event Grant (\$2,001 - \$15,000) / Corporate Event Grant (over \$15,000)**

**Cash amount:** \$ 35,000.00 ex GST

Describe below how your funds will be spent:

The funds will be used to ensure a professional well run and safe event, that is widely promoted across Australia in the lead up to the event. The funds will be used for paid advertising across Australia on television, print, radio and online and in Speedway publications.

We will employ a professional journalist to write and distribute articles across Australia to build excitement about the event.

**In-kind amount:**

(Refer to Schedule of Fees and Charges Event Support for an estimated cost.)

\$

Please detail any other assistance you are requesting (e.g. supply of rubbish bins, hire of bollards, bunting, witches hats, tiered seating, road closures, road signage etc.).

**Please note** - Any additional requests for support not included in this application will incur a cost as determined by the current Schedule of Fees and Charges Event Support.

Local Government account for all costs to the organisation whether they be direct or in-direct.

### Complete the A to J if applying for a Major/Corporate Event Grant

#### A. Event description and program outline

Please attach detailed program.

Please include activities, entertainment, catering and other relevant information.

The two days of competition will run on Friday 30 and Saturday 31 January 2026. The Friday night program will consist of qualifying heats and preliminary mains with finals being held on Saturday. Prior to the weekend activities, practice sessions will be held on Thursday, as well as social events for fans and participants. The event will be livestreamed and televised on a live free to air platform. Catering will be provided at the event. There will be 21 corporate boxes available. Fireworks will conclude the Saturday night activities.

#### B. Event history

Please provide a brief history of the event, including the number of times the event has been held in the past, including number of participants, spectators and key event outcomes.

The Australian Sprintcar Championship, has been held annually since 1963 to determine the Australian national champion for winged sprintcar racing. The Borderline Speedway successfully hosted the Championship in Mount Gambier, in 2018 and 1995, attracting 8,000 and 12,000 spectators respectively, we are experienced at holding an exceptional event and ensuring a sustainable, safe, fair, consistent and professional event. Around 80 competitors participate in the Championship.

#### C. Event objectives

Please list the aims and objectives of the proposed event.

Our primary objective is to provide a safe, welcoming, inclusive environment that brings together families and individuals of all ages, genders, and cultural backgrounds to participate in Speedway Racing and to provide entertainment for the community. The Borderline Speedway is committed to: developing speedway racing as a high quality, well organised and viable sport, encouraging, controlling and fostering the sport of speedway racing and protecting speedway drivers, their team and officials.

#### D. Event sustainability

What strategies do you have in place to ensure the event is sustainable?

We ensure the sustainability of our events by continuing to invest in general repairs and maintenance at our venue, as well as continuing to improve and develop our facilities. To host events we must ensure the venue is maintained to a level that meets Speedway Australia's minimum track standards and is Risk Management Compliant. On an annual basis we commit 10% of our income to general repairs and maintenance.

#### **E. Economic impact**

*Provide detailed examples of the economic impacts that are likely to result from the event. Include estimations ie. increase in tourism/retail/hospitality/business trade, new economic opportunities, tourism growth etc.*

10,000 visitors per day over 2 days, with an average spend per person per day of \$140 equals a total visitor spend of \$2,800,000 attributed to this event. The total visitor spend of \$3m attributed to the event would lead to a direct impact on output of \$2m. This additional direct output from the economy would also lead to an increase in indirect demand for intermediate goods and services across related industry sectors. These indirect industrial impacts (Type 1) are estimated to be an additional \$818k in Output. Refer to attached for more information.

#### **F. Sponsorship Acknowledgement**

**Outline how you intend to recognise the support provided by City of Mount Gambier**

*When using the City of Mount Gambier logo please provide a proof for approval prior to printing.*

City of Mount Gambier's sponsorship will be acknowledged in all event publicity and promotions, including logo acknowledgement on the Borderline Speedway website. Acknowledgement in the print program, print and television advertisements and social posts. City of Mount Gambier flags and signage will be on display at the venue during the event. There is also the opportunity for the City of Mount Gambier to be the naming rights sponsor, with the event being known as the City of Mount Gambier Australian Sprintcar Championship.

#### **G. Community involvement and consultation**

*How will your event involve local business, artists, volunteers and community groups?  
e.g. markets, entertainment, food, security etc.*

Local businesses and community groups are involved by providing goods and services and opportunities to raise funds at the event. Local service groups are involved in the event by providing volunteer parking attendants, supporting canteen operations and gate keepers. As a club run venue (rather than being run by a commercial promoter) the event is supported by many local volunteers and local competitors. Social events for fans and participants will be held in the lead up to the event, activating the CBD. In 2018, over 30 businesses advertised in the print program, once again this opportunity will be offered to local business.

#### **H. Accessibility and inclusion**

*How will you address accessibility and inclusivity for people with disabilities?*

The venue has DDA compliant toilet facilities and carparking and has an accessible seating area located in front of the judges box.

#### **I. Environmental impact**

*Briefly outline how you intend to manage the environmental impact of your event. This may include elements from your Traffic Management Plan, Occupational Health and Safety Plan, Waste Management Plan and Risk Assessment. Factors to consider include waste management, noise levels, pollution/rubbish, impact on community infrastructure etc. Also identify any environmental benefits arising from the event.*

A traffic management plan is provided to the Department for Infrastructure and Transport. A fire crew is on site for each event and in the instance the day is declared a total fire ban a CFS crew is on standby. Emergency services are notified that an event is occurring. First care ambulance are on site for events. The venue has back up power supplied by a generator. A neighbouring property is hired to provide additional space for parking.

#### **J. Event evaluation**

*How will you know if you have achieved the aims and the objectives of the event?*

The event will have achieved its objectives by achieving attendance of 10,000 per day and 80 competitors attending, as well as the event being televised and a safely run professional event.

### Declaration

In submitting this application, I certify that, to the best of my knowledge, the statements in this application are true and I have read and I understand the City of Mount Gambier Grants and Sponsorships Guidelines and Events Guidelines.

I acknowledge that the City of Mount Gambier cannot guarantee funding approval for any application. If the grant is successful, I agree to acknowledge the contribution and support of the City of Mount Gambier within publicity, including all media, literature and promotional activities relating to the project, as well as in speeches during the course of any event.

I also agree to submit the required acquittal form with relevant supporting documentation, as well as at least two high resolution digital photographs and video footage (if available) relating to my event, within two months of the completed event. I understand the information, photos, video footage and other forms of media submitted as part of the acquittal requirements may be used by, or on behalf of, the City of Mount Gambier for promotional purposes and publications.

Name Cary Jennings

Signature  Digitally signed by trust\_ Date: 2024.09.05 11:38:41 +09'30' Date 29 August 2024

### Before submitting your application, please ensure you have attached the following:

- Full Event Budget showing all income, expenditure, profit and loss.
- Copy of Event Equipment Form (in-kind) – if applicable.
- List of all funding partners for event.
- Copy of Hire Permit/Special Event Permit – if applicable.
- Completed Risk Assessment for your event.
- Proof of Public Liability Insurance to the value of at least \$20 million with a location of Australia and/or world-wide.

### If your application is successful, please email the following documentation to [city@mountgambier.sa.gov.au](mailto:city@mountgambier.sa.gov.au)

- Your business plan and/or marketing plan.
- Copy of your organisation's most recent audited annual financial statement (Major/Corporate Grants only).

Broderline Speedway  
 Australian Sprintcar Championship 2026 budget

Income	Cash
Gate takings	280,000
Program advertising and sales	35,000
Sponsorship	90,000
Catering	80,185
<b>Total income</b>	<b><u>485,185</u></b>

Expenses	Cash
SCCA host fee	137,500
Australian No1 payment	500
Support classes	5,000
Insurance	3,800
Public liability insurance	4,200
Frist care medical	22,000
Screen / lives streaming	16,000
Speedway officials accommodation	5,500
Advertising / promotion	40,000
Announcer	3,500
Security	7,500
Radios	800
Timing equipment / communications	3,300
Gate keepers / car parking	4,000
Trophies	1,500
Programmes	6,000
Administration and management fees	20,000
Track prep	8,000
Cleaners	3,000
Paddock hire - car parking	500
Traffic management	5,500
Marquee hire	6,000
Fire works	4,500
Light towers	3,000
<b>Total expenses</b>	<b><u>311,600</u></b>

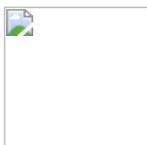
<b>Profit</b>	<b><u>173,585</u></b>
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# RDA Limestone Coast Region

Event impact assessment model



**economic profile**



**Table of Contents**

Event impact assessment model ..... 1

## Limestone Coast region

### Event impact calculator

Events are very important contributors to local and regional economies. A successful well run event can provide significant value to an area by adding jobs and money to the local economy and providing additional cultural and social benefits. Alternatively, the wrong event may have considerable negative impacts such as a loss of money or reputation.

The event impact calculator has been developed to enable the Limestone Coast region to calculate the potential economic impact of a proposed event. This can be used in conjunction with other methods to help the Limestone Coast region select the most appropriate events to support. This calculator alone cannot predict which events will be successful, however it can indicate the potential economic impact a successful event may have across a range of economic measures such as output, employment, wages and salaries and local jobs.

This tool uses input/output estimates to calculate the impact of an event based on the average spend per day by visitors to the event. Simply enter the type of event, the significance of the event, the duration of the event and the average spend per day to calculate the potential economic impact.

As events can also contribute to an area in other ways, such as socially, culturally and environmentally, it is important that other tools or methods are also use to evaluate the potential or benefit of an event.

The proposed 2026 Australian Sprintcar Championship event is planned to start on January 29th, 2026 and to run for 2 days. It is an event of State significance and is estimated to attract 10000 visitors per day over the 2 days, with an average spend per person per day of \$140. This equals a total visitor spend of \$2,800,000 attributed to this event. Assuming the event will be held in the Limestone Coast region, it is calculated to have the following potential impact:

#### Event Impact Summary

Limestone Coast region - Modelling the effect of \$2,800,000 from a Sports and Recreation Activities event with State significance

	Output (\$)	Value-added (\$)	Local Jobs (annual jobs)
Direct impact	2,240,000	1,395,664	26.3
Industrial impact	818,101	332,162	3.4
Consumption impact	568,943	282,342	3.2
<b>Total impact on Limestone Coast region economy</b>	<b>3,627,044</b>	<b>2,010,168</b>	<b>33</b>

Source: National Institute of Economic and Industry Research (NIEIR) ©2024. Compiled and presented in economy.id by .id (informed decisions).

### **Impact on Output**

---

The total visitor spend of \$3m attributed to staging the 2026 Australian Sprintcar Championship event would lead to a direct impact on output of \$2m. This additional direct output from the economy would also lead to an increase in indirect demand for intermediate goods and services across related industry sectors. These indirect industrial impacts (Type 1) are estimated to be an additional \$818k in Output.

There would be an additional contribution to the Limestone Coast region economy through consumption effects as correspondingly more wages and salaries are spent in the local economy. It is estimated that this would result in a further increase in Output of \$568,942.77.

The combination of all direct, industrial and consumption effects would result in total estimated rise in Output of \$4m in the Limestone Coast region economy.

### **Impact on value added and GRP**

---

The impact of an additional of \$3m spend to the local economy as a result of running the 2026 Australian Sprintcar Championship event in the Limestone Coast region would lead to a corresponding direct increase in value-added of \$1m. A further \$332k in value-added would be generated from related intermediate industries.

There would be an additional contribution to the Limestone Coast region economy through consumption effects as correspondingly more wages and salaries are spent in the local economy. It is estimated that this would result in a further increase in value-added of \$282,341.78.

The combination of all direct, industrial and consumption effects would result in an estimated addition in value-added of \$2m in the Limestone Coast region economy.

Value added by industry represents the industry component of Gross Regional Product (GRP). The impact on the Limestone Coast region's GRP as a result of staging this event is directly equivalent to the change in value-added outlined above.

In summary, GRP in the Limestone Coast region is estimated to increase by \$2m.

### **Impact on Employment (local jobs, 12mth equivalent)**

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The employment impact of an event is expressed in local jobs. For example, an event that generates 4 weeks of work for 13 people (52 weeks of work in total), would have an employment impact equivalent to 1.0 annual local job.

The direct addition of \$3m spend to the local economy as a result of staging the 2026 Australian Sprintcar Championship event in the Limestone Coast region is estimated to lead to a corresponding direct increase of employment equivalent to 26.3 annual local jobs across a range of industries. From this direct expansion in the economy it is anticipated that there would be flow-on effects into other related intermediate industries, creating an additional employment equivalent to 3.4 annual local jobs.

This addition of employment in the local economy would lead to a corresponding increase in wages and salaries, a proportion of which would be spent on local goods and services, creating a further increase equivalent to 3.2 annual local jobs through consumption impacts.

The combination of all direct, industrial and consumption effects would result in a total estimated increase of employment equivalent to 33.0 annual local jobs located in the Limestone Coast region.

## **Australian Sprintcar Championship 2026** **City of Mount Gambier Strategic Plan 2020-2024**

As the Borderline Speedway is a community group that provides events that bring people together, supporting our organisation and the Championships aligns to Our People (1.1 and 1.3). The Championships is a national sporting event, attracting competitors and spectators from across Australia, aligning to Our Location (2.4.2). Due to the positivity about and popularity of the Borderline Speedway, evident in social media comments about the venue, the Championship event will and already is generating positive messages about Mount Gambier locally and across Australia, aligning to Our Diverse Economy (3.1.2). The Championship will have an attendance of around 10,000 attracting locals and visitors from intra and interstate (3.4.2 and 3.4.5). The Championship supports the Our Climate, Natural Resources, Arts, Culture and Heritage goal by providing the community with an opportunity to participate in a broad range of cultural activities (4.4.2).

The Australian Sprintcar 2026 Championship will be the only event of its kind held in the City of Mount Gambier in 2026. Sprintcar racing has a significant following in Australia, with a dedicated fan base and an established presence in the motorsport community.

City of Mount Gambier's sponsorship will be acknowledged in all event publicity and promotions, including logo acknowledgement on the Borderline Speedway website. Acknowledgement in the print program, print and television advertisements and social posts. City of Mount Gambier flags and signage will be on display at the venue during the event. There is also the opportunity for the City of Mount Gambier to be the naming rights sponsor, with the event being known as the City of Mount Gambier Australian Sprintcar Championship.

Local service groups are involved in the event by providing volunteer parking attendants and gate keepers. As a club run venue (rather than being run by a commercial promoter) the event is supported by many local volunteers and local competitors. Community organisations are involved in supporting parking and the canteen operations at the venue.

The venue has DDA compliant toilet facilities and carparking and has an accessible seating area located in front of the judges box.

Social events for fans and participants will be held in the lead up to the event, activating the CBD.

A major sprintcar event such as this will attract around 10,000 spectators to Mount Gambier and significant media attention across Australia. Based on the 2024 event held in Warrnambool, 80% of spectators will be intrastate and interstate visitors to Mount Gambier.

Sprintcar racing in Australia receives substantial media coverage, both print and digital, with dedicated websites, livestreaming, social media pages, and local sports channels broadcasting events as well as race reports, driver interviews, and behind-the-scenes content. This constant flow of information keeps fans engaged and informed. Publications like "Speedway Australia" and various online platforms will provide extensive professional coverage of this event.

The Borderline Speedway has demonstrated its capacity to successfully manage an event of this scale, annually the Club holds 8 regular meets between November to April, is the home of the King's Sprintcar Challenge and has a long history of successfully hosting major events. The Borderline Speedway has successfully hosted this event in 2018 and 1995. Other recent examples of major events hosted by the Borderline Speedway are:

- 2023 Australian Junior sedan Championships (100 competitors)
- 2021-2022 Australian Speedway Go-kart Championship (150 competitors) and State Championships for Wingless sprints (55 competitors) and super sedans (15 competitors)
- 2019-2020 and 1999 Australian Super Sedan title,
- 2018 awarded the Overall Track of the Year trophy by Speedway Australia.
- Supercross and monster trucks

The Borderline Speedway is affiliated with Speedway Australia, the peak body in Australian Speedway and is covered by Speedway Australia's Public Liability Insurance, Insured Track system. Speedway Australia is also responsible for an Australia-wide licensing system, which includes complimentary Personal Accident Injury Insurance.

Our events comply with Speedway Australia's work, health and safety policies and procedures and the venue is maintained to a level that meets Speedway Australia's minimum track standards and is Risk Management Compliant.

Our events and safety facilities meet Sprint Car Control Council of Australia requirements, the organisation responsible for the administration of the sprintcar racing sport nationally, including registration, inspection and licensing of sprintcars, conduct of sprintcar racing and competitions and setting technical and safety specifications for vehicles.

A traffic management plan is provided to the Department for Infrastructure and Transport. A fire crew is on site for each event and in the instance the day is declared a total fire ban a CFS crew is on standby. Emergency services are notified that an event is occurring. First care ambulance are on site for events. The venue has back up power supplied by a generator. A neighbouring property is hired to provide additional space for parking.

Local businesses and community groups are involved in the event by providing goods and services and opportunities to raise funds at the event. For the 2018 event over 30 businesses advertised in the print program, once again this opportunity will be offered to local businesses.

The Borderline Speedway has a long history of attracting broad financial support and achieving long term financial sustainability. It has attracted external grant funding to improve its facilities. Income is generated from traditional sources such as membership, nomination fees, food and bar sales, sponsorship and gate and pit admission fees with attendances ranging between 500 to 12,000 depending on the scale of the event. Eighteen corporate boxes generate reliable annual income. The club is also supported by in kind donors such as fire services. For the 2018 Sprintcar Championship, the Club attracted 14 major sponsors and an additional 43 sponsors.

The Club will attract a similar level of sponsorship for 2026, for example the following businesses have pledged to financially support the 2026 event:

Naming right sponsor	\$35,000
District Council of Grant	\$15,000
Key 2 Sale	\$15,000
MG Plasterers	\$5,000
Stuckey Electrical Contractors	\$5,000
Ray Scott Group	\$5,000
Trident Tyre Centre	\$5,000
G Weyers Painting Service	\$5,000
Total	\$90,000

## 18.5 BEACON ART PROJECT

Author: Ashleigh Whatling, Director Riddoch Arts & Cultural Centre and Cultural Development

Authoriser: Jane Fetherstonhaugh, General Manager Corporate and Regulatory Services

### RECOMMENDATION

1. That Council report titled 'Beacon Art Project' as presented on Tuesday 15 October 2024 be noted.
2. That shortlisted applicant Huna Studio be endorsed to receive \$120,179 ex GST for the Beacon Art Project, noting that these funds will be conditional to a commission contract with the City of Mount Gambier and be dispensed in installations according to project milestones.
3. That \$17,271 ex GST be allocated to site preparation, communications strategy and development approval costs.

### PURPOSE

In February 2021 Council resolved to support the Beacon Art Project with an initial budget of \$80,000, which grew to \$117,000 by 2023. The purpose of the Beacon Art Project is to create an iconic public artwork, in a high-profile location, that activates the CBD and supports community connection, placemaking and tourism opportunities.

The proposed concept is below:



## SUMMARY OF IMPLICATIONS AND BENEFITS

### Implications

- Beacon art works around Australia draw attention and occasionally controversy. The nature of the Beacon Art Project is to capture imaginations and spark conversations. Huna Studio's proposal has the potential to be celebrated and criticised by our community, which is to be expected for a bold and significant public art project. In most instances, for example Paul Sloan's *Pigeon* or *A Day Out* by Margeurite Derricourt (the bronze pigs), both in Rundle Mall, the works initial shock turns into a sense of ownership and pride for a local icon.
- All public art works carry a risk of vandalism. A mitigation strategy including the use of high-gloss 2-pack polyurethane finish, situating the work in a visible area and a strong communication strategy will minimise and discourage vandalism.

### Benefits

- Engagement and learning - Huna Studio's proposal reads as a symbol of lost and ancient creatures, a manifestation of some lost, mythic marsupial mega-fauna. Not a literal recreation, but an imaginary figure that has emerged from the earth and embarked upon a journey across the landscape. Encouraging viewers to question its origin and embark upon their own journey of discovery regarding Mount Gambier's geological and zoological history.
- Placemaking – Combined with the high-profile location and distinctive design this work has the potential to become a local landmark and meeting place. Much as Bert Flugelman's *Spheres* have become for Rundle Mall - 'meet you at the Mall's Balls'.
- Tourism – This work speaks directly to the region's unique landscape and will be featured as part of tourism collateral and used as an opportunity to direct visitors to other natural highlights.
- Community connection – This work encourages our community to connect to the landscape and history of Mount Gambier and build a sense of pride in the unique volcanic and mega-fauna stories we share.
- Location – The high-profile location of Commercial Street means high visibility for more interaction. Heritage and Planning have been consulted and provided advice, which has led to the work being moved out of the sightline of the memorial fountain and in front of Old Town Hall. The bright blue of the work contrasts and complements the heritage red brick of the building.
- Branding and merchandise – opportunities exist to negotiate branding and licensing rights that will support and build the brand of Mount Gambier.
- Reputation – A bold and ambitious public artwork will raise the profile of the City of Mount Gambier as a place where arts and culture are embraced and celebrated.

## BACKGROUND / OPTIONS

Expressions of interest opened on 2 April 2024 and was shared nationally across multiple media platforms. By the closing date 30 April 2024, 22 applications from around the country were received. All Councillors were invited to participate in the assessment panel. The final panel consisted of two councillors, two Council staff members and an external expert:

- Councillor Frank Morello
- Councillor Max Bruins
- Erin Davidson, Project Manager, Art Gallery of South Australia
- Director, Riddoch Arts and Cultural Centre
- Team Leader Exhibitions and Collections, Riddoch Arts and Cultural Center



An assessment matrix listing the criteria as detailed in the EOI form was used to assess each application:

- Alignment with project objective 40%
- Artistic excellence 30%
- Feasibility 20%
- Experience 10%

Based on the panel’s assessment and project objectives one application by Huna Studio was shortlisted for presentation at a Council Workshop on 16 September 2024.

### DETAILED IMPLICATIONS

<b>Legal</b>	<p>Huna Studio must sign a commission agreement detailing schedule and scope of works, copyright, licencing and maintenance requirements. Huna Studio are required to hold Public Liability Insurance of up to \$20 million.</p> <p>The project will also require planning approval. If planning approval for the proposed location is not forthcoming, an alternative location will be sought that still has context for the work.</p>														
<b>Financial and Budget</b>	<p>The assessment panel recommends an allocation of \$120,179 ex GST for the commission of the Beacon Art Project and a further \$17,271 ex GST to site preparation, communications strategy and development approval. Total funds recommended are \$136,250. Council will note that a carry forward was approved in September for funds allocated last year, in addition to the remaining budget allocated this financial year.</p> <p>This is over the budgeted amount of \$116,497.</p> <table border="0" style="width: 100%;"> <tr> <td style="width: 60%;">2023/2024 budget carry-over</td> <td style="text-align: right;">\$50,000</td> </tr> <tr> <td>2024/2025 budget</td> <td style="text-align: right;">\$66,497</td> </tr> <tr> <td colspan="2"><hr/></td> </tr> <tr> <td>Total budget</td> <td style="text-align: right;">\$116,497</td> </tr> <tr> <td>Budget shortfall</td> <td style="text-align: right;">\$19,753</td> </tr> <tr> <td colspan="2"><hr/></td> </tr> <tr> <td><b>Total project</b></td> <td style="text-align: right;"><b>\$136,250</b></td> </tr> </table> <p>The remaining \$19,753 will be sourced from other budget lines, including the balance of the Creative Art Fund and the Riddoch operating budget and will be reallocated in budget review one.</p>	2023/2024 budget carry-over	\$50,000	2024/2025 budget	\$66,497	<hr/>		Total budget	\$116,497	Budget shortfall	\$19,753	<hr/>		<b>Total project</b>	<b>\$136,250</b>
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<hr/>															
Total budget	\$116,497														
Budget shortfall	\$19,753														
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<b>Total project</b>	<b>\$136,250</b>														
<b>Other Resources</b>	<p>Ongoing maintenance costs will be minimal, the expected lifetime of the work is up to 20 years. Maintenance will be required if the work is vandalised, which will require either cleaning or the services of a panel beater to respray paint.</p>														

### RISK ANALYSIS

Consequence	Consequence Rating:	Risk Likelihood Rating:	Risk Rating	Risk Controls and effectiveness	Risk Mitigation Plan
<b>Finance</b>	Moderate (3)	Unlikely (2)	Low	Artists must sign a Commission Agreement with the City of Mount Gambier with terms set out by Council, prior to	50% paid upfront and remaining amount paid upon delivery of artwork.



				commencing the project.	
<b>Reputation</b>	Moderate (3)	Possible (3)	Moderate	Applications assessed against predetermined criteria through transparent and fair process. Engage arts marketing specialist.	Assessment panel and matrix. Communication strategy to raise the profile of the work and the region.
<b>Legal / Regulatory / Policy</b>	Minor (2)	Possible (3)	Moderate	Documentation through develop application and heritage processes.	Commission agreement.
<b>Service Delivery</b>	Minor (2)	Possible (3)	Moderate	Artists must sign a Commission Agreement with the City of Mount Gambier with terms set out by Council, prior to commencing the project.	50% paid upfront and remaining amount paid upon delivery of artwork.
<b>People</b>	Insignificant (1)	Unlikely (2)	Low	Ongoing and regular contact between artists and key council personnel.	Feedback collated to review process and refine for future activities.
<b>Infrastructure</b>	Insignificant (1)	Unlikely (2)	Low	Ongoing and regular contact between artists and key council personnel.	Feedback collated to review process and refine for future activities.
<b>Environmental</b>	Insignificant (1)	Unlikely (2)	Low	Ongoing and regular contact between artists and key council personnel.	Feedback collated to review process and refine for future activities.

## APPLICATION OF MOUNT GAMBIER 2035

### A Vibrant Community

- Our arts and cultural events are accessible across an annual calendar and through all seasons.
- Our public spaces and activities create opportunities to connect and engage, day and night.
- Our events, activities, sport and recreation provide opportunities for connecting and engaging within the community.

### Environment and Liveability

- We enhance the connection of our city to nature and green spaces to make a liveable city that helps to attract and retain people.



## Learning and Innovation

- We share and connect community elder knowledge to younger people.

## APPLICATION OF STRATEGIC PLAN

### Goal 2 Our Location

- 2.1.1 Working with the community to ensure our CBD, health and education precincts, our streets and our public spaces are safe, inviting and support a positive image of the City of Mount Gambier [Owner / Custodian, Information Provider / Promoter and Partnership].
- 2.3.4 Seeking to understand and build upon our unique opportunities, including our little known, but world-class rock carvings [Service Provider (Indirect), Partnership, Information Provider / Promoter].
- 2.5 Focusing on activation, revitalisation and placemaking in our CBD - We will look to create opportunity in our CBD for all year-round activation through effective placemaking and place shaping, making it a vibrant, cohesive and safe place.

### Goal 3 Our Diverse Economy

- 3.1.2 Generating positive messages about Mount Gambier that are heard and recognised across our region and in Adelaide, together with wider domestic and international targeting [Advocate, Information Provider / Promoter].

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

- 4.2.3 Enhancing and promoting environmental experiences to encourage the involvement of our residents and attract visitors [Owner / Custodian, Service Provider (Indirect)].
- 4.4.4 Providing services, programs and facilities for the community to participate in a broad range of arts and cultural activities [Service Provider (Direct) and (Indirect) and Partnership].
- 4.5 A City brought to life with public art - We will ensure that opportunities for public art are created within our city, this means not just spaces for the artwork, but also spaces where creative industries can connect and flourish.

## RELEVANT COUNCIL POLICY

N/A

## IMPLEMENTATION, COMMUNICATION AND ENGAGEMENT

A motion with notice was moved by Councillor Morello and seconded by Christian Greco titled 'Notice of Motion – Strategy and Implementation Plan to Support the Promotion of Street Art' as presented on 16 February 2021 be noted.

1 March 2022, Riddoch Manager Diana Warnes presented to Council regarding public art and the options available to City of Mount Gambier. This generated a conversation about how visitors and residents can engage with public art, as well as provided an indication that there was a preference for public art that is immersive, site-specific, and had a level of spectacle.

13 March 2023 CEO Sarah Philpott arranged an information/briefing session of the Council, during which Diana Warnes presented to Council regarding the Beacon Art Project and received feedback for the direction of the Project.



Acting Manager Riddoch Ben Kilsby shared a draft EOI document for Council's feedback and Expressions of Interest were open to 2 – 30 April 2024.

City of Mount Gambier published a media release detailing the EOI process and information was shared via social media, websites and radio interviews.

The assessment panel met 23rd May 2024 and applicants were notified of the outcome the following week. Intervening work included early questions around heritage and development processes.

The shortlisted applicant Huna Studio was presented by Director Riddoch Arts and Cultural Centre Ashleigh Whatling at a Council workshop 16 September 2024.

The work will require development approval. Should approval not be received at that location, an alternative suitable site would be sought.

## **CONCLUSION**

22 expressions of interest were received in response to the Beacon Art Project Expression of Interest.

One application was shortlisted based on the assessment panel's recommendation. Other applicants that were highly rated were not shortlisted due to not meeting criteria of spectacle and immersive public art as per Council's feedback provided 1 March 2022.

Huna Studio's proposal meets Council's preference for site-specific, immersive, bold, relevant and spectacular artwork for the Beacon Art Project.

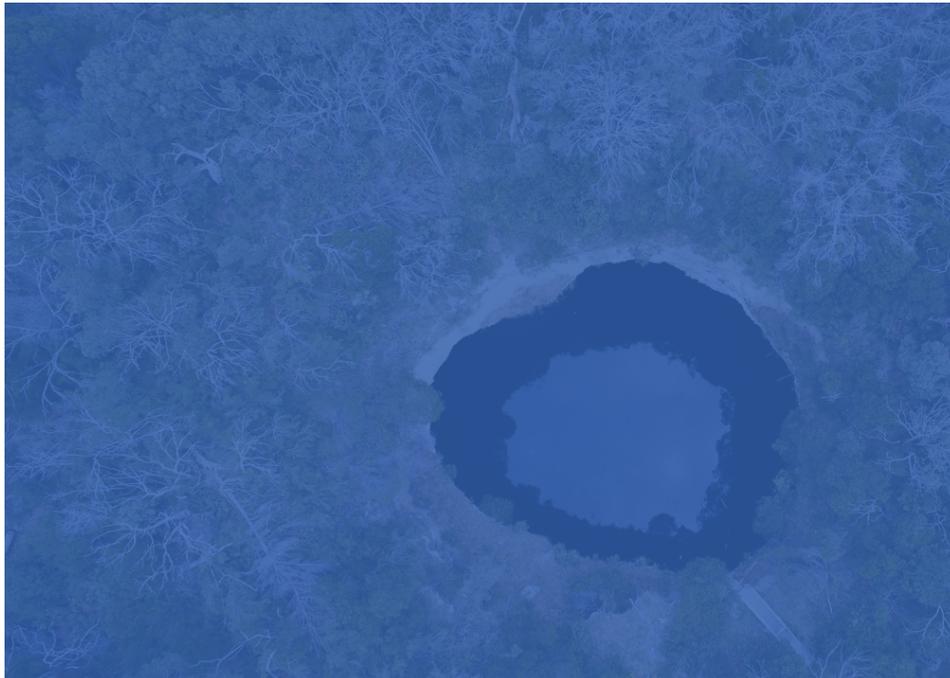
This report seeks the endorsement of Council for the allocation of \$120,179 to Huna Studios to design, fabricate, transport and install their work as recommended by the Beacon Art Project Assessment Panel and a further \$17,271 allocated to site preparation, communication strategy and development application costs as recommended during Council workshop on 16 September 2024.

## **ATTACHMENTS**

1. Beacon Art Project - EOI - Huna Studio [18.5.1 - 10 pages]







Beacon Art Project  
(Public Art Expression of Interest)

**01 Artist's Statement** page ((4-5))

**02 Concept Overview** page ((4-5))

**03 Visual Representation** page ((6-9))

**04 Location Proposal** page ((10-11))

**05 Budget Estimate** page ((12-13))

**06 CV** page ((14-16))

Beacon Art Project  
((Artist's Statement + Concept Overview))

### 01 Artist's Statement

((Huna Studio is a multidisciplinary design studio focused on responsive and responsible architecture, art, and sculpture. With over 20 years of collective experience as architects at some of Australia's leading practices Mitch Walker and Tom Proctor decided to start Huna in 2023 as way to dedicate creative energy into digital art, sculpture, and public art projects.

We are committed to creating spaces, pieces, and experiences that connect to place and community - embedded in local knowledge and environments. Our professional experience means that we bring technical expertise to all aspects of the design and delivery process making us well-suited to create meaningful and memorable artworks that leave a lasting imprint on the cultural landscape of the places and communities they inhabit.))



Hiding (off)ly with Wardle + Ash Kaating, Melbourne Design Week, 2021

### 02 Concept Overview

((We are focused on celebrating the ancient and unique natural history of the limestone coast by creating an imagined mega-fauna, inspired by some of the incredible paleontological discoveries in the sinkholes and caves of the region - to ignite an awareness and appreciation for the beauty and majesty of the local landscape.

Emerging from the depths of one of Mount Gambier's many caves or sinkholes, our invented creature embarks on a journey through the city streets, inspired by prehistoric marsupials the form embodies the essence of the limestone coast's natural ecology, paying homage to the region's rich biodiversity.

The piece will encourage interaction and engagement, inspiring visitors and locals to lean in and learn more about the creature and its habitat, fostering a sense of wonder and curiosity, inviting the community to embark on a journey of exploration and discovery.

We imagine that this concept is well suited for future expansion, a continuous story, a series of mythical creatures traversing the city and beyond, each one telling a different story, inspiring new experiences and reflecting the character and identity of local places and communities.

Whether observing from a distance or up close, visitors will be invited to explore the narrative of the sculpture and its connection to the region's past, present, and future.))



Mount Gambier in 360° VR



Victoria Cave, Newcombe



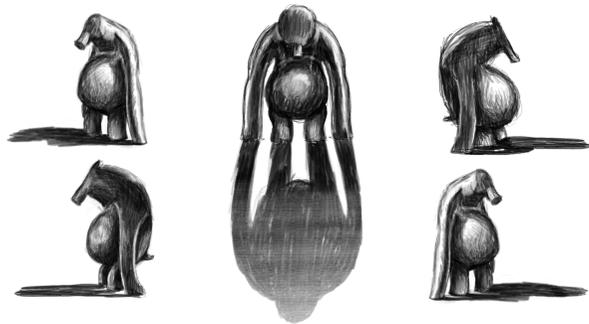
Palorchestes Petaui Skull Rendering

Palorchestes Fossil Discovery

Beacon Art Project  
(Visual Representation)

03 Visual Representation

((Our proposal reads as a symbol of lost and ancient creatures, a manifestation of some lost, mythic marsupial mega-fauna. Not a literal recreation, but an imaginary figure that has emerged from the earth and embarked upon a journey across the landscape. Encouraging viewers to question its origin and embark upon their own journey of discovery.))



06



3d Model

07

Beacon Art Project



Potential site 01 - Commercial St.



Potential site 02 - Cave Garden/Thrupp

Beacon Art Project  
 ((Location Proposal))

04 Location Proposal

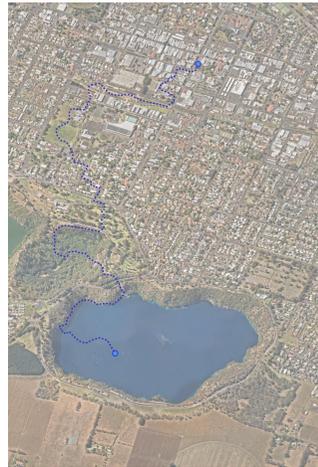
((Core to our concept is the idea that our creature has emerged from one of the many caves and sinkholes in the Mount Gambier area and has embarked upon a journey across the city - the locations we have selected represent a point in this story. Each site chosen serves as a moment frozen in time, inviting viewers to ponder the creature's narrative and its connection to the diverse landscapes of Mount Gambier.

Our first preferred location for the artwork is on Commercial Street adjacent the Cultural Centre/Institute/Town Hall.

This location is ideal due to its prominence within the Mount Gambier CBD, which will ensure that the new artwork is seen by as many visitors as possible. The proximity to the important civic complex containing the City Hall and Cultural Centre will strengthen its reading as an iconic symbol of Mount Gambier.

The generous sidewalk here provides ample space for large scale sculptural artwork. The playful and accessible language of our proposal creates a unique relationship with the existing buildings without dominating the reading of the celebrated heritage façades.

An alternative location could be on Bay Road adjacent to Cave Garden/Thugl. This location's close proximity to a sinkhole creates a strong connection to the proposal's conceptual narrative and the unique natural history of Limestone Coast.))



The Journey



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(011) Commercial Road



(002) Cave Garden/Thugl



Beacon Art Project  
((Budget Estimate))

05 Budget Estimate

((The below is an estimate based on a budget of \$110,000 and has been put together in consultation with our fabricator.))

DESIGN, DOCUMENTATION, AND PROJECT MANAGEMENT (15%)	\$16,500
FABRICATION COST (50%)	\$55,000
CONSULTANT FEES (5%)	\$5,500
SITE PREPARATION (FOOTINGS AND GROUND WORKS) (5%)	\$5,500
TRANSPORT AND INSTALLATION (10%)	\$11,000
ARTIST'S TRAVEL AND ACCOMMODATION (2%)	\$2,200
INSURANCE (3%)	\$3,300
CONTINGENCY (10%)	\$11,000
<b>TOTAL \$110,000</b>	

Fabrication Methodology + Materiality

((The costing above is based on fabrication via a process of CNC molding and aluminum sand casting before being welded, finished and painted in a two-pack glossy finish. This methodology has been developed through preliminary consultation with our fabricator and takes into consideration the transportation/installation of the piece, as well as its maintenance and longevity.

This has been posited for the purposes of budgeting only, and we would like to explore the potential use of local materials and craftspeople to develop the proposition further in the next phase.))



CNC molds to be used for sand casting.



Sections are then welded, finished and painted.

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((For the purposes of this EOI we have sort advice and input from a potential fabricator - Sculpture Co. we have included a selection of their work for reference.))

<https://www.sculptureco.net/>



AUNTY KIM WANDIN  
"luk bagurk gungat", 2023  
bronze, stainless steel



TROY EMERY  
"Mountain Climber", 2022  
styrofoam, steel, pompoms



JOHN KELLY  
"Man Lifting Cow", 2016  
bronze, stainless steel, patina



CAMERON ROBBINS  
"Wind Analog", 2020-2021  
marine grade 316 stainless steel, aluminium, brass, composite fibre, marble, graphite



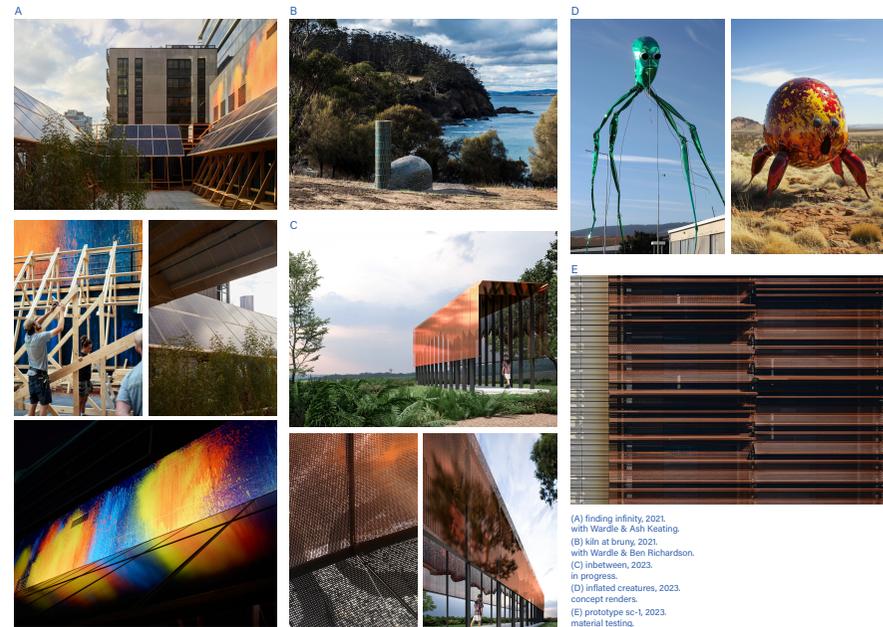
13

Beacon Art Project  
((CV))

04 CV

((Mitch and Tom began Huna Studio to dedicate creative energy into art and design. They are both practicing architects at a leading design studio in Melbourne and have extensive professional experience in designing and delivering projects that range from small-scale pavilions to large civic, commercial and cultural projects. Their work in architecture has expanded to include work for art installations and sculptures across Australia for cultural events such as Melbourne Design Week, the World Architecture Festival, and the Venice Biennale.

They have extensive experience in working with other artists, designers, and skilled craftspeople. For the Beacon Art Project we will be working closely with an established and experienced fabricator to continue to develop the design and ensure that our concept is realised to the highest possible quality should we be successful.))



(A) finding infinity, 2021, with Wardle & Ash Keating.  
(B) kiln at brung, 2021, with Wardle & Ben Richardson.  
(C) inbetween, 2023, in progress.  
(D) inflated creatures, 2023, concept renders.  
(E) prototype sc-1, 2023, material testing.

Beacon Art Project  
((CV))

**Mitchell Walker**

**Qualifications:**

Registered Architect Victoria (Registration number 20637)  
Bachelor of Environmental Design (University of Western Australia)  
Masters of Architecture with Distinction (Royal Melbourne Institute of Technology)

**Employment History:**

**Wardle (Melbourne) 2019-current**

Role: Project Leader/Project Architect  
Notable Projects:  
VCAT Melbourne  
Victorian Heart Hospital  
Bendigo Law Courts

**University of Melbourne 2020-current**

Role: Design Studio Leader (Masters of Architecture)

**Wilkinson Eyre (London) 2016-2018**

Role: Architect  
Notable Projects:  
21 Moorfields Deutschebank HQ  
Euston High Speed Rail Station

**COX Architects (Melbourne) 2014-2016**

Role: Architectural Designer  
Notable Projects:  
Sydney Football Stadium  
Rod Laver Arena Redevelopment  
Melbourne Metro

**Thomas Proctor**

**Qualifications:**

Registered Architect Victoria (Registration number 800665)  
Bachelor of Environmental Design (University of Western Australia)  
Masters of Architecture with Distinction (University of Western Australia)

**Employment History:**

**Wardle (Melbourne) 2018-current**

Role: Senior Design Lead  
Notable Projects:  
Inveresk Library  
Melbourne Quarter  
NGV-C Contemporary  
Solar Pavilion  
UTAS Urban Design Framework

**University of Melbourne 2018-current**

Role: Design Studio Leader (Masters of Architecture)

**Royal Melbourne Institute of Technology 2018-current**

Role: Design Studio Leader (Bachelor of Architecture)

**Hassell (Perth) 2014-2018**

Role: Architect  
Notable Projects:  
Boorla Bardip West Australian Museum  
Optus Stadium  
Melbourne Metro





## 18.6 CITY INFRASTRUCTURE - WORKS IN PROGRESS

Author: Karl Manarangi, Manager Operations Infrastructure  
Authoriser: Barbara Cernovskis, General Manager City Infrastructure

### RECOMMENDATION

1. That Council report titled 'City Infrastructure - Works in Progress' as presented on Tuesday 15 October 2024 be noted.

### PURPOSE

This report provides a quarterly status update on both the Operational and Capital works being delivered by the City Infrastructure Portfolio commencing 1 July 2024.

### SUMMARY OF IMPLICATIONS AND BENEFITS

#### Implications

- Delivery of carried over capital projects and plant and equipment from the 2023/2024 year - have been added to this year's program.
- The below factors may potentially have implications on our works program
  - Supply issues
  - Delivery timing
  - Contractor delays
  - Weather
  - Cost attributed to the global environment

#### Benefits

- 7.64% of Capital Projects have been completed already.

### BACKGROUND / OPTIONS

The City Infrastructure Portfolio plays a critical role in the maintenance, development, and enhancement of our city's physical infrastructure and public open spaces. Therefore, as part of a governance process it is our responsibility to ensure planned and budgeted infrastructure works, projects and maintenance programs are completed in a timely manner and within budget.

There are approximately 144 capital projects on the City Infrastructure capital works program this year under the following categories:

- Buildings
- Carparks
- Stormwater
- Footpaths
- Roads
- Plant Replacement
- Waste
- Other

This report provides an overview of Councils activities and achievements in the past quarter, focusing on our commitment to enhancing and maintaining our city's infrastructure, facilities and open space assets.



This quarter's efforts have been focused on:

- Delivering projects and coordinating material orders for the Council's Capital Works Program.
- Managing the grass growing season, with our Parks and Garden staff actively maintaining green spaces throughout the city.
- Enhancing the visual amenity of street trees throughout the area.
- Ensuring community safety through regular maintenance of Council-owned buildings.

The report itself is broken down into the following areas:

- Civil Construction and Maintenance
- Parks and Gardens
- Building and Asset Maintenance
- Waste
- Status Report for the Capital Works Program

## **CIVIL CONSTRUCTION AND MAINTENANCE**

### **Link Street Footpath Construction**

- Completed - Concrete footpath construction Southern side of link Street. Between Crouch St to Anthony St 133 Metres.



### **Ramsay Avenue - Concrete footpath construction**

- Jubilee Highway to Ralston Road - ongoing





**Frew Park – Road and kerb and channel reconstruction**

- Drainage silt pit and new bore.
- Road pavement sub-Grade



**Canavan Road**

- Kerbing construction – Repairs to kerb for Asphalt Intersection program.



**Asphalt Footpath program**

- Shepherdson Road – Completed





### Learn To Ride – Rail Lands

- Painting - Ongoing – as weather permits
- Miniature Signage and traffic light - Completed



### Carinya Gardens

- New exposed aggregate mow strips - Completed



### PARKS AND GARDENS



*Tree Works*

The below list highlights work completed to date on this year's pruning schedule. The change in season will turn the teams focus from tree pruning to the mowing of grass and weed treatment throughout Council's reserves and streetscapes.

<b>STREET NAME</b>	<b>COMMENTS</b>	<b>DATE PRUNED</b>
Ash Court	STREET TREES	May-24
Bluebell Drive / Dawn Court Reserve	STREET TREES	May-24
Crouch Street North Cnr Wireless Rd (Bottlebrushes)	STREET TREES	May-24
Dove Place	STREET TREES	May-24
Fimmel Court	STREET TREES	May-24
Grange Place	STREET TREES	May-24
Helen Street	STREET TREES	May-24
James Street	STREET TREES	May-24
Lumidin Boulevard	STREET TREES	May-24
Millard Street	STREET TREES	May-24
Mountain Street	STREET TREES	May-24
Pollard Close	STREET TREES	May-24
Pyne Close	STREET TREES	May-24
Ralston Road	STREET TREES	May-24
Saint Martins Drive Reserve (Along School Driveway)	RESERVE TREES	May-24
Pinehall Avenue (Behind Halmont)	SCREENING RESERVE	May-24
Carmel Drive	STREET TREES	Jun-24
Catharina Place	STREET TREES	Jun-24
Graney Court	STREET TREES	Jun-24
Gwendoline Street	STREET TREES	Jun-24
Hastings Street	STREET TREES	Jun-24
James Cook Avenue	STREET TREES	Jun-24
Lachlan Crescent	STREET TREES	Jun-24
Lake Terrace Islands	STREET TREES	Jun-24
Peppermint Drive	STREET TREES	Jun-24
Rosemont Place	STREET TREES	Jun-24
Vivienne Street	STREET TREES	Jun-24
Wehl Street North (Wireless Road Intersection)	STREET TREES	Jun-24
Lemana Court	STREET TREES	Jul-24
Conroe Drive/North Terrace	RESERVE TREES	Jul-24
Wirrina Reserve	RESERVE TREES	Jul-24
Akuna Reserve	RESERVE TREES	Jul-24
Matthew Flinders Reserve	RESERVE TREES	Jul-24
Banksia Street	STREET TREES	Aug-24
Ina Court	STREET TREES	Aug-24
Badenoch Street	RESERVE TREES	Aug-24
Banksia Street	RESERVE TREES	Aug-24
Chestnut Close	RESERVE TREES	Aug-24
Cunningham Street	RESERVE TREES	Aug-24
Elm Avenue Reserve	RESERVE TREES	Aug-24
Hayes Crescent	RESERVE TREES	Aug-24
Heaver Drive	RESERVE TREES	Aug-24
Jarrah Street	RESERVE TREES	Aug-24
Jasmine Avenue	RESERVE TREES	Aug-24
Springview Drive /Wireless Road Basin	RESERVE TREES	Aug-24
Vera Watson Reserve	RESERVE TREES	Aug-24



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Wilga Road	RESERVE TREES	Aug-24
Wireless Road West (TAFE BASIN)	RESERVE TREES	Aug-24

**GARDEN BEDS AND ROUNDABOUTS**

The extensive work carried out over the last three months has transformed the roundabouts back to a good standard. Staff have also been working through Council carpark's, vegetation strips and walkways to bring these areas back to a suitable standard. This will be an ongoing task to maintain.



**Navajo Drive Median Island (before)**



**Navajo Drive Median Island (after)**



**Pioneer Park**



**Oatmill Carpark**





**Frew Park**



### **WORK HEALTH AND SAFETY**

The team has been busy working in collaboration with WHS staff, reviewing and updating Task Risk Assessments (TRA) and Plant Risk Assessments (TRA). To date the team has reviewed and updated four existing TRA's with two new TRA's in progress. There has been two new PRA's completed and five are in progress.

### **GRASS ROOTS GRANT**

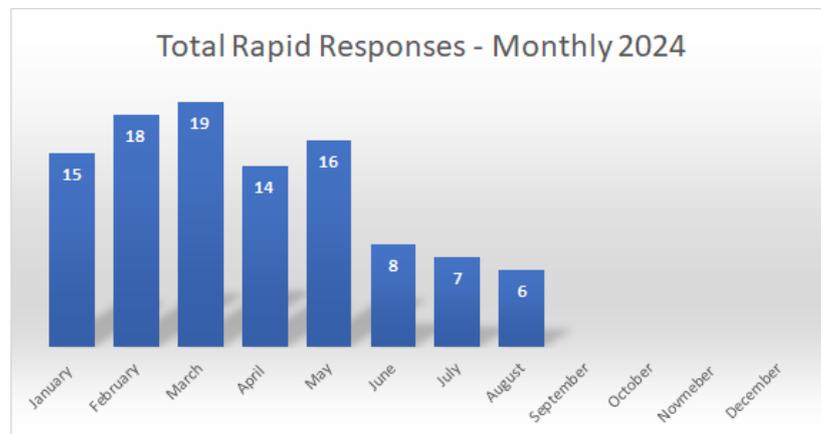
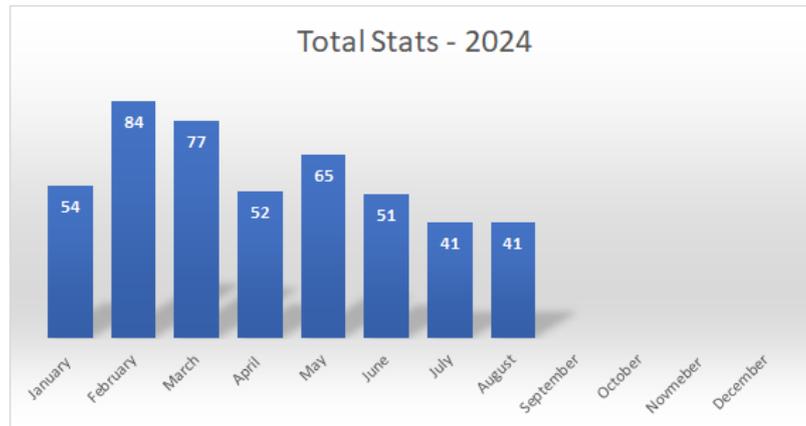
Council removed invasive species on the slope near Haig Drive as part of the 2023/24 Grants project. However, due to several factors, the project budget was underspent before the June 30, 2024, deadline.

Council has since requested additional time to continue weed removal along the Crater Lakes rim, focusing on areas on the Keegan Drive slope. Council will collaborate with the Landscape Board and the Burrandies to utilise the remaining funds, with the project deadline now extended to 30 June, 2025.

### **BUILDING AND ASSET MAINTENANCE.**



Statistics for CRM's and Rapid Responses issued to this department for the last three months are shown below.



**WEHL STREET THEATRE**

Emergency Exit Fire Door replaced.

*"I would like to extend our appreciation of the work carried out to replace the stage doors recently. It is the biggest single step for a long while being able to secure the building easily. This was in particular for hirers and particularly women who had to strong arm the doors shut when they swell so badly in winter." - Tenant of Wehl Street.*





### VANSITTART PARK

From time-to-time Council staff receive calls about graffiti and vandalism. While we do not like to draw unnecessary attention to these types of activities – Management felt it necessary to highlight the good works that our Cleaners, Building and Maintenance and Parks & Gardens teams do in addressing the issue in a timely manner, in most circumstances these works are removed or cleaned up before people even realise.

### Vansittart Park Grandstand Before and After Photos





Staff have replaced fencing between the playground and netball courts at Vansittart Park, installing a gate at the northern end to assist the netball club for when balls go over the fence.



## **RIDDOCH ARTS AND CULTURAL CENTRE**

Part of the Riddoch's Capital Works are underway, with the sanding of the timber floors in the Main Gallery.





**ENGELBRECHT CAVE**

Engelbrecht Cave roof sheet become dislodged after the wild weather. The sheet was reinstalled with the help of local contractors.



**UMPHERSTON/BALAMBUL KIOSK**



Minor renovations have been undertaken at the kiosk such as painting walls and ceiling, carpet replaced with vinyl planks, benchtop and blinds to be installed shortly.

**Before:**



**After:**



## STATUS REPORT FOR CAPITAL WORKS PROGRAM 2024-2025

Asset Class	Project Name	Work Order	Current Project Phase	% Delivery	Notes
<b>Infrastructure</b>					
<b>Road Reconstruction</b>					
10	Anthony Street - Jubilee Hwy E to North Tce (R2R)	76555	Planned	5	
	Boandik Tce - Crouch St S to Warren St (LRCI 4B)	76843	Scheduled	10	
	Boandik Tce - Warren St to Werona St	76844	Scheduled	10	
	Canavan Rd - McDonald St to Locke St	76845	Not Started	0	
	Ramsay Ave - Jubilee Hwy to Ralston Rd	76847	Planned	5	
	Shelley Cres - Lake Tce W to Shelly Cres Mid & Shelly Cres Mid segment	76561	Scheduled	10	
	Shepherdson Rd - Bertha St to Wehl St S	76848	Planned	5	
	Sinclair St - Penola Rd to Culdesac	76849	Not Started	0	
	Truman St - MacKenzie St to Bond St.	76862	Not Started	0	
	Chute St - Ehret St to Victoria Tce	76833	Not Started	0	
<b>Asphalt Overlay</b>		76850			
6	Marngo Pl - Shepherdson Rd to Culdesac		Not Started	0	
	Wandaree Crt - Underwood Ave to Culdesac		Not Started	0	
	Wehl St N - Eglington Tce to Chute St		Not Started	0	
	Wehl St N - Jubilee Hwy W to Boothey St		Not Started	0	
	Wireless Rd E - Aramanta Dr to Kennedy Ave		Not Started	0	
	Wireless Rd W - Matthew Flinders Way to Honan S		Not Started	0	
<b>Footpath (New/Upgrade)</b>					
3	Chute St - Ehret St to Victoria Tce	76833	Not Started	0	
	Link St - Anthony St to Crouch St N	76834	Delivered	100	
	Ramsay Ave - Jubilee Hwy to Ralston Rd	76835	In Progress	80	

4	Shelly Cres - Shelly Cres Mid to Lake Tce W	76836	Not Started	0	
	Sinclair St - Penola Rd to Cul-de-sac	76837	Not Started	0	
	CBD - Accessibility Audit - Priority Actions	76593	Not Started	0	
	Shared Path Master Plan Priority Project Designs	76838	Procurement	20	
<b>Kerb &amp; Channel - General Maintenance (Capital Works)</b>					
2	Canavan Road	76841	Delivered	100	Bulk Maintenance of the Kerb and channel
	Crouch Street N	76842	Scheduled	10	
<b>Retaining Wall</b>					
2	R26 - Ski Ramp Road / Carpark	76823	Not Started	0	
	R45 - Suttontown Road - Coolabah St to Marara St	76824	In Progress	90	
<b>Carpark Renewal</b>					
1	Chute Street Carpark	76826	Planned	5	In conjunction with Chute Street Road reconstruction.
<b>Footpath Re-seal/Renewal (TBD)</b>					
9	VICTORIA TERRACE - Agnes St to Chute St Section			0	
	VICTORIA TERRACE - Chute St to Jubilee Hwy West Section			0	
	ELIZABETH STREET - Railway Tce to Eleanor St Section		Delivered	100	
	ELIZABETH STREET - Eleanor St to Helen			0	
	SHEPHERDSON ROAD - Bertha St to Coutts St			0	
	WEHL STREET NORTH - Agnes Street to Victoria Tce			0	
	WEHL STREET NORTH - Agnes St to Jubilee Hyway			0	
	PENOLA ROAD - Jubilee Hyway to Queens Ave			0	
	BERHA Street - Commercial St to Edwards			0	
<b>Storm Water Renewals</b>					

2	Bore Plan - 43 - Bay road stormwater investigation & Repair	76839	Not Started	0	
	Frew Park -Drainage LRCI	76840	In Progress	50	
	<b>Traffic Lights</b>				
3	SC108 - Wehl St near Amor Street	76820	Planned	5	
	TS377 - Wehl St ,Helen St and Edward St	76821	Planned	5	
	TS380 - Crouch St S & Sturt St	76822	Planned	5	
	<b>Road Reseal Program</b>	76860	Not Started	0	Scheduled for delivery in Feb25-March25
25	Annette St - Elle Crt to Jasmine Ave			0	
	Blackall St - Hayes Cres to Bodey St			0	
	Blackall St - Bodey St to Laird St			0	
	Bodey St - Stafford St to Blackall St			0	
	Brolga St - Currawong Cres to Jay St			0	
	Coora Ave - Underwood Ave to Heaver Dr			0	
	Ferrers St - Lake Tce E to Lansell St			0	
	Ferrers St - Gwendoline St to Heriot St			0	
	Fidler St - Wehl St N to Burcham St			0	
	Fidler St - Burcham St to Union St			0	
	Genoa St - Avon St to Ina Crt			0	
	Genoa St - Ina Crt to Olinda Crt			0	
	Genoa St - Olinda Crt to Barcoo Rd			0	
	Genoa St - Barcoo Rd to Sunset Dr			0	
	Grant Ave - White Ave to Orchard Rd - Boundary Road			0	
	Gwendoline St - Bay Rd to Ferrers St			0	
	Honan St - Laird St to Phillip St			0	
	Honan St - Phillip St to Wireless Rd W			0	
	Jacaranda Crt - Jubilee Hwy W to Tristania St			0	
Jay St - Brolga St to Ibis St			0		
Lachlan Cres - Tumut Dr to Lachlan Cres			0		

	Lake Tce E - Eucalypt Dr to Lewis Ave - Boundary Road			0		
	Mallee St - Ronald Gr to Stiles St			0		
	Noojee St - Noojee St to +66m			0		
	Parkway Ave - Pinecrest Crt to Sherbrook Cl			0		
11	Shelley Cres - Shelley Cres Mid to Lake Tce W			0		
	Shelley Cres - West Leg-Lake Tce W to Shelley Cres			0		
	Shelley Pl - Shelley Cres to End			0		
	Starline Dr - Starline Dr S to Starline Dr N			0		
	Starline Dr - Starline Dr to Culdesac			0		
	Starline Dr - Gladigau Rd to Starline Dr			0		
	Grange Pl - Maxwell St to Rosemary Ave			0		
	Aramanta Dr - Buffalo Cres to Mayflower Crt			0		
	Noojee St - +66m to Culdesac E			0		
	Saxon Crt - Aquarius Crt to Culdesac			0		
	Aramanta Dr - Mariner Crt to Buffalo Cres			0		
<b>Carry-Overs</b>						
6	Bertha Street (Edward St to Commercial St)	76341	In Progress	90	Final Seal and defects list to be completed.	
	Elder Street (McGregor St to Suttontown Rd) - Road Reconstruction 2023/24	76557	In Progress	95	Final seal to be completed	
	Walter Street (Reginald St to End) - Road Reconstruction 2023/24	76560	Delivered	100		
	Stone Avenue (Holder St to Lake Tce East)	76350	In Progress	98	Defect list to be completed.	
	Wireless Road East (Kennedy Ave to Attamura Rd) - Shoulder Reconstruction/Reseal 2023/24 - R2R	76551	Delivered	100	Project has been delivered.	
	Pinehall Avenue (O'Leary Rd to Sunnybrae Rd)	76354	In Progress	85	Median Kerbing construction remaining for shared path.	

Building					
	<b>Carinya Garden</b>				
4	Crematorium and Chapel - Year 1 (2024/25) Design	76799	Not Started	0	
	Burial Grounds - Concrete mowing strips at the Carinya Cemetery	76797	Delivered	100	New concrete mowing strips have been completed.
	Waterfall Area - Irrigation system for She-Oak Garden.	76802	Scheduled	50	
	Workshop & Machinery Shed - retaining wall, screening to shield	76801	Not Started	5	
2	Burial Grounds - New burial area development - Detailed Design works	76798	Planned	20	Draft layout for the new burial area has been completed. Survey and set out next.
	Crematorium and Chapel - Chapel flooring floorboards renewal	76800	Not Started	5	
	<b>Public Amenities</b>				
3	Frew Park Toilet Block	76364	Procurement	20	Project Work has started. Organising moving of Stored items and preparation for internal wall demolitions.
	Frew Park Oval - Picket Fencing	76795	Procurement	10	Currently Procuring
	Frew Park Oval - Bench Seats	76796	Procurement	10	Currently Procuring
	<b>Old Gaol</b>				
1	Walls & Rendering - Wall Dampness, walls dampcourse removal and redoing	76366	In Progress	10	Working on the Wall Damp removal.
	<b>Civic Centre</b>				
2	Roof Replacement - Roof Replacement Stage 1	76792	Procurement	10	Currently investigating and reparing scope for item replacements.
	Lift Replacement	76763	Procurement	30	

	<b>Varcoe Building</b>				
1	Contribution to the SA Country Art Project	76804	Not Started	0	
	<b>Bus Shelters</b>				
2	Bus Shelter 1 - TBD	76805	Not Started	0	
	Bus Shelter 2 - TBD	76806	Not Started	0	
	<b>Riddoch Art Gallery</b>				
1	Gallery Floor sanding and renewal	76808	Scheduled	5	
	<b>Public Library</b>				
2	Floor-Carpet replacement	76812	Not Started	0	
	Fittings- Café doors full replacement	76813	Not Started	0	
	<b>Playground</b>				
2	Railway Land Playground		Not Started	0	Public Consultation has been completed; Detail design is in progress
	Learn to Ride (Carry Over)	76206	In Progress	70	Few painting patches and line marking works remain - subject to inclement weather.
	<b>Wulanda</b>				
3	Additional renewal Items	76547			
	Project Management Costs	66219			
	CCTV	76814			
	<b>Sustainability</b>				
1	Energy Efficiency Program	76791			

<b>WTS &amp; Re-Use Market</b>					
6	Concrete Slab for metal housing.	76815	Planned	5	
	Perimeter Litter Fencing	76816			
	Windbreak and Fencing	76818			
	Vehicle Wash bay	76819			
	PA Emergency Evacuation linked to Fire Panel WTS and Re-Use Market	76856			
	Roof Laser Lights Panel at WTS	76857			
<b>Works Depot</b>					
2	Wash Bay - Design	76793	Planned	5	
	Dog Kennel	76794	Planned	5	
<b>Plant</b>					
<b>Heavy Plant</b>					
41	Compactor - Tana E260 Compactor - E320		RFT		
52	Tractors - Kubota M540DHC Tractor		SPEC		
222	Tractors - Masey Ferguson 4608 Tractor		SPEC		
4	Trucks - Hino 300 Series Crew Cab Tip Truck		RFT		
29	Trucks - Hino 500 Series Tip Truck		RFT		
30	Trucks - Isuzu FVZJZ-M16 Garbage Compactor		RFT		
<b>Light Plant</b>					
70	Mowers - Toro Z Master 8000 Mower		Not Started		
71	Mowers - Kubota F3690 Mower		RFT		
72	Mowers - Kubota F3690 Mower		RFT		
73	Mowers - Kubota F3690 Mower		RFT		
76	Mowers - Kubota F3680 Mower		RFT		
87	Slashers- Trimaxx S2 Stealth Wide Area Mower		RFQ		
TBC	Spray Unit - Quick Spray - Dual Sprayer Unit		RFQ		

<b>Commercial Vehicles</b>					
63	Hyundai iLoad Van-Toilet Cleaning		Not Started		
103	Volkswagon Caddy General Inspector		Not Started		
108	Mitsubishi Triton MR 4WD Utility		Not Started		
147	Toyota 2WD HiLux Utility		RFT		
<b>Manager and Passenger Vehicles</b>					
126	Mitsubishi Outlander ZL Wagon		Not Started		
<b>Trailers</b>					
293	Mower Trailer (Plant79)		RFQ		
<b>Capital Renewal – Carried Forward</b>					
39	Hino FM268 Garbage Compactor		Completed		
5	Alias 5 - Medium Tip Truck Replacement		RFT		Awaiting Delivery
19	Alias 19 Water Truck Replacement		Completed		
78	Toro Reelmaster 7000-D Mower		RFT		Awaiting Delivery
<b>New</b>					
TBC	NEW - Ute		Not Started		
TBC	NEW - 5.5-6 ton Excavator		RFT		
TBC	NEW - Mig Welder		RFQ		
TBC	NEW - Power Hacksaw		RFQ		
TBC	NEW - Position Partner Software		RFQ		
TBC	Minor Plant		RFQ		

### DETAILED IMPLICATIONS

<b>Legal</b>	<b>It is not considered that there are any legal implications in relation to this report.</b>
<b>Financial and Budget</b>	This is a status report on the delivery of the Capital Works program. Financial and budget components will be reported in detail by Finance.
<b>Other Resources</b>	Delivering Operational Maintenance and Capital Works Program against the budget commitment.

### RISK ANALYSIS

<b>Consequence</b>	<b>Consequence Rating:</b>	<b>Risk Likelihood Rating:</b>	<b>Risk Rating</b>	<b>Risk Controls and effectiveness</b>	<b>Risk Mitigation Plan</b>
<b>Finance</b>	Moderate (3)	Possible (3)	Moderate	Financial Management.	Regular monthly reviews with Finance.  Quarterly budget review reports provided to Council.
<b>Reputation</b>	Moderate (3)	Possible (3)	Moderate	Reports to Council, media releases, response to community concerns.	Provide updates to the community outlining performance and operations.
<b>Legal / Regulatory / Policy</b>	Insignificant (1)	Unlikely (2)	Low	N/A	N/A
<b>Service Delivery</b>	Moderate (3)	Possible (3)	Moderate	Contract management	Regular reporting and organisational meetings to ensure KPIs continue to be met.
<b>People</b>	Minor (2)	Unlikely (2)	Low	N/A	N/A
<b>Infrastructure</b>	Moderate (3)	Possible (3)	Moderate	Contract management	Regular reporting and organisational meetings to ensure KPIs continue to be met.
<b>Environmental</b>	Insignificant (1)	Rare (1)	Low	N/A	N/A

### APPLICATION OF MOUNT GAMBIER 2035

#### Infrastructure and Services

We have the infrastructure that supports active transport and a sustainable lifestyle.

### APPLICATION OF STRATEGIC PLAN



**Goal 2 Our Location**

- 2.1 Infrastructure development and managing our current assets - We will commence work on meeting the community's aspirations for future infrastructure development, whilst managing our existing infrastructure and assets in a manner that demonstrates the pride we take in our environment.

**RELEVANT COUNCIL POLICY**

N/A

**IMPLEMENTATION, COMMUNICATION AND ENGAGEMENT**

N/A

**CONCLUSION**

This report is provided for Elected Members information.

**ATTACHMENTS**

Nil



## 18.7 COMMUNITY RENEWABLES PROGRAM

Author: Aaron Izzard, Environmental Sustainability Officer  
Authoriser: Barbara Cernovskis, General Manager City Infrastructure

### RECOMMENDATION

1. That Council report titled 'Community Renewables Program' as presented on Tuesday 15 October 2024 be noted.
2. That Council staff make initial contact with ShineHub, to ascertain how such a program may work in Mount Gambier.

### PURPOSE

This report presents possible options to implement a Community Solar Program for residents in the City of Mount Gambier.

### SUMMARY OF IMPLICATIONS AND BENEFITS

#### Implications

- Some staff time would be required to coordinate Council's involvement in the program.
- The Mayor and/or Elected Members are generally involved in the community forums, usually giving an introductory speech at each event.

#### Benefits

- The bulk buy program assists residents with easing the cost of living pressures, through saving money on electricity bills.
- The program reduces negative impacts on the environment from fossil fuelled electricity production, through replacing this electricity with renewable solar energy.

### BACKGROUND / OPTIONS

Council, at its meeting on Tuesday, 16 April 2024, resolved:

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

In accordance with the above resolution, an Elected Member Briefing was held on 24 September 2024.

The City of Mitcham (CoM) wanted to increase the uptake of solar power in their community, and also in their own operations. In order to offer a program for the community they released a tender for an organisation to provide community solar. The intent was to develop a bulk buy program, so residents could get a solar system for a more cost effective price, with no financial involvement from Council. CoM assembled an expert panel to assess the submissions, and ShineHub was chosen as the preferred supplier. One of the main reasons they were chosen was because they were the only organisation who could deliver community renewables.

As part of the program there was no upfront cost to residents. The system was paid for from the savings made on the household electricity bill. Also, there was no financial involvement from CoM. Council’s involvement included lending their trusted brand to the program and assisting with facilitating community meetings about the initiative. A video explaining how the program works can be found on ShineHub’s YouTube account: [https://www.youtube.com/watch?v=f89kb\\_39aLI](https://www.youtube.com/watch?v=f89kb_39aLI)

Since 2022 the CoM Community Renewables Program has run three community bulk buys reaching over 4,000 residents and resulting in over 900 households signing up for solar panels, batteries and joining a virtual power plant. The carbon emission reductions from the solar panel systems are 1,700 tCO<sub>2</sub>e which is the equivalent of taking 405 petrol-powered vehicles off the road for one year. Collectively households have saved over \$2 million off their energy bills, easing cost of living pressures.

The program is being managed by CoM’s collaboration partner ShineHub, who is providing solar bulk buy for solar panel, battery, and virtual power plant solutions for residents, community battery solutions for Council and electric vehicle chargers for the council area.

ShineHub are also running Community Renewables Programs at City of Charles Sturt, City of Marion, and Campbelltown City Council.

City of Charles Sturt mimicked the CoM model but went direct to ShineHub to rollout their community renewables program. As there was no cost to council there was no tender process - though they did sign an MoU on how they would work together.

If the program is of interest, then Council can follow the steps outlined in the attached “Council Toolkit for Community Solar Programs” created by City of Mitcham.

1. Setup - Generate interest and buy-in from Council and community. Determine procurement process. Release tender.
2. Review - Set up assessment panel. Review submissions. Sign contract.
3. Rollout - Select dates of first solar bulk-buy. Mayor and councillors assist in promoting the program at community information events. Program supplier runs rollout.

**DETAILED IMPLICATIONS**

<b>Legal</b>	N/A
<b>Financial and Budget</b>	N/A
<b>Other Resources</b>	Staff time would be required to coordinate Council’s involvement in the program, and promotion through Council communications channels.

**RISK ANALYSIS**

<b>Consequence</b>	<b>Consequence Rating:</b>	<b>Risk Likelihood Rating:</b>	<b>Risk Rating</b>	<b>Risk Controls and effectiveness</b>	<b>Risk Mitigation Plan</b>
<b>Finance</b>	Insignificant (1)	Rare (1)	Low	N/A	N/A
<b>Reputation</b>	Moderate (3)	Unlikely (2)	Low	Due diligence research on other local government involvement.	Due diligence and monitoring during the life of the project.
<b>Legal / Regulatory / Policy</b>	Insignificant (1)	Rare (1)	Low	N/A	N/A
<b>Service Delivery</b>	Insignificant (1)	Rare (1)	Low	N/A	N/A
<b>People</b>	Insignificant (1)	Rare (1)	Low	N/A	N/A



<b>Infrastructure</b>	Insignificant (1)	Rare (1)	Low	N/A	N/A
<b>Environmental</b>	Insignificant (1)	Rare (1)	Low	N/A	N/A

**APPLICATION OF MOUNT GAMBIER 2035**

**Environment and Liveability**

Two of the main aims of the program are to reduce household electricity costs, and increase the utilisation of renewable energy.

**Economic and Business Growth**

Local businesses could also participate in the program, reducing electricity costs and thus contributing to business growth.

**A Vibrant Community**

The program would contribute to Mount Gambier’s reputation as an attractive place to live.

**APPLICATION OF STRATEGIC PLAN**

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

- 4.1.1 Working in partnership with relevant organisations to ensure a sustainable environment [Service Provider (Direct) and Partnership].
- 4.1.3 Providing opportunities and funding for community involvement in projects aimed at developing environmental sustainability [Service Provider (Part Funder)].
- 4.3.4 Demonstrating Council’s commitment to the environment by reducing our carbon emissions and increasing our use of renewable energy sources [Owner / Custodian, Service Provider (Direct), Advocate].

**RELEVANT COUNCIL POLICY**

N/A

**IMPLEMENTATION, COMMUNICATION AND ENGAGEMENT**

If the program were implemented in Mount Gambier, a communication plan would be created, in consultation with ShineHub.

**CONCLUSION**

It is recommended that Council make initial contact with ShineHub, to ascertain how such a program may work in Mount Gambier.

**ATTACHMENTS**

- 1. Council Toolkit for Community Solar Programs - City of Mitcham Shine Hub [18.7.1 - 13 pages]





# Council Toolkit for Community Solar Programs

A guide for streamlined governance and a thriving solar initiative





Faced with energy crises, cost of living pressures and environmental challenges, Mitcham embarked on a journey to create a sustainable and self-reliant community.

Mitcham is taking a leadership role in galvanising a community-led renewable energy movement by accelerating the uptake of renewable technologies for its residents, local businesses, and council operations.

This effort has involved providing solar panel and battery bulk buys, installing community batteries and electric vehicle chargers, and linking everything together in a Virtual Power Plant. From there, the plan is to create a community retail plan to ensure widespread access to local, renewable, and discounted energy costs for everyone in the community.

Recognizing the challenges in getting programs of this nature off the ground, Mitcham Council, in collaboration with ShineHub, developed a governance guide for community solar programs. This comprehensive toolkit provides a blueprint for other councils to customize and launch their own programs quickly, saving time and money. Together, we have laid the groundwork for a cleaner and greener future for all.

## Contacts

Here are the best people to reach out to from Mitcham Council and ShineHub to talk further about running a Community Solar Program in your community.



**ShineHub:**

Jin Kim:  
Role: ShineHub CEO  
Phone: 0412 484 408  
Email: [jin@shinehub.com.au](mailto:jin@shinehub.com.au)



**Mitcham Council:**

Matt Romaine:  
Role: Group Manager  
Phone: 0429 218 708  
Email: [mromaine@mitchamcouncil.sa.gov.au](mailto:mromaine@mitchamcouncil.sa.gov.au)





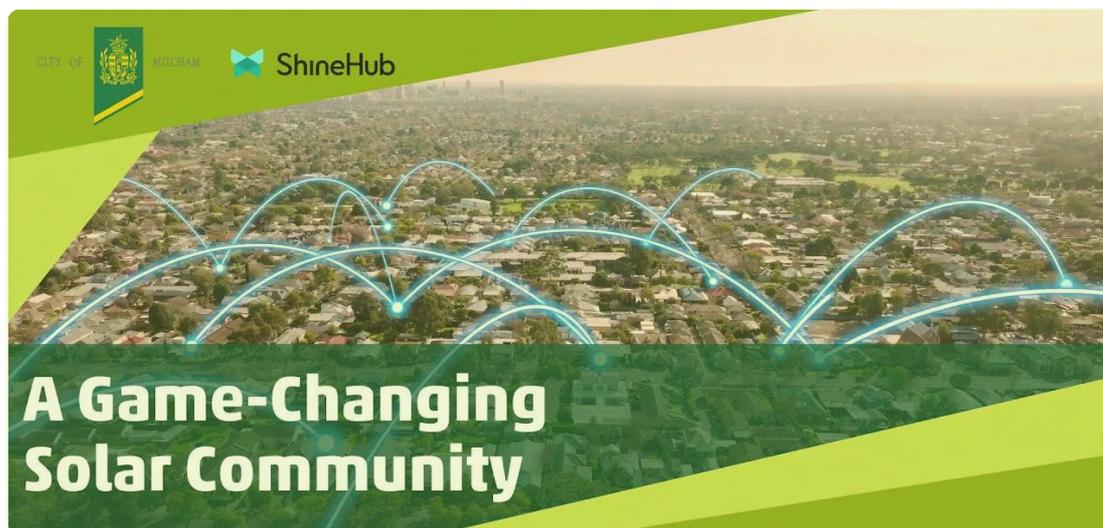
Council Community Solar Program Checklist.....4

Mitcham Governance Steps.....5

Mitcham Timeline.....10

Reference.....11

**This is what you're working towards!**



[The solar revolution transforming Australia's energy future - Click here to watch the video](#)



## Council Community Solar Program Checklist

Mitcham's journey to launch a Community Solar Program is a success blueprint. Now, this process is available for other councils, letting you manage complexities and set up your program confidently.

Use this checklist for a direct route to launch, and explore the full Mitcham timeline later in this brochure.



### Part 1 - Setup

- Generate interest and buy-in from your Council and community: set-up stakeholder meetings, talk to Councillors and get your community on board.
- Determine your procurement process
  - Refer to the Mitcham community Solar REOI
- Release Tender to the market



### Part 2 - Review

- Setup Tender Review Committee
- Review Tender submissions & select your supplier
- Sign a simple Two Party Contract



### Part 3 - Rollout

- Select the dates of your first solar bulk buy
- Get the Mayor and/or Councillors to promote the event and do the introduction on the night
- The Program Supplier takes care of it from there



# The Mitcham Journey: A Governance Blueprint for Success

Mitcham's venture into Community Solar Programs is a testament to how structured and streamlined the governance process can be. With the right tools and guidance, what seems challenging can become easily navigable.

For councils eager to make the leap, we present an in-depth look at Mitcham's timeline, enriched by real-world documents at each juncture. These links are more than mere references – they serve as a rich reservoir of knowledge, offering a tangible walkthrough of each governance step.

The purpose of showcasing Mitcham's journey is to demystify the governance procedures required for councils. It's a demonstration of how well-laid plans and good process can simplify collaboration with private entities, eliminating guesswork and potential pitfalls.

Embark on Mitcham's journey with us. Explore the milestones and access the hands-on documents that made their sustainable vision a reality, charting the course for other councils to follow suit.

## ● Council Decisions

Council has made a series of informed and strategic decisions that have:

- Created the remit for the program.
- Provided operating and capital funding when needed
- Enabled the collaboration with ShineHub to be established and progress.

## ● Administrative Activities

Administration undertook a series of deliberate activities and developed a governance framework that created the conditions for program delivery:

- Conducted a thorough procurement process
- Undertook a due diligence process to investigate the potential partnership with ShineHub and proposed program
- Obtained expert legal advice to develop contracts that defined the role and value of a local government entity in the program and to manage risk

## ● Program Milestones

ShineHub delivered the Community Solar Program with support from the Council over a series of key milestones. Council could continue or end the program based on results and achievement.



**Key**

- Council Decisions
- Administrative Activities
- Program Milestones

Click on any of the attachments below in green to view or download the full document

**OCT  
2020**

- **City Power Partnership Pledges**  
Council made a pledge to:  
Promote and accelerate a community renewable energy transition  
[Attachment A](#)

**SEP  
2021**

- **Published a Request for Expression of Interest (REOI) for a Community Solar Program**  
[Attachment B](#)  
[Attachment C](#)  
[Attachment D](#)

**OCT  
2021**

- **Endorsed once-off operating funding to engage experts who could provide advice to assist in the selection process for the REOI.**  
[Attachment E](#)

**JAN  
2022**

- **Completed evaluation process with consideration of expert reports and advice**





**Key**

- Council Decisions
- Administrative Activities
- Program Milestones

Click on any of the attachments below in green to view or download the full document

**FEB  
2021**

- **Audit Committee endorsed the due diligence and tender process as being appropriate for Council to make an informed and responsible decision.**

[Attachment F](#)

- **Approved collaboration with ShineHub and execution of a simple two-party contract**

[Attachment G](#)

[Attachment H](#)

[Attachment I](#)

- **ShineHub chosen as partner to deliver the program**

**MAR  
2022**

- **Heads of agreement contract executed**

**NOV  
2022**

- **Residential Bulk Buy 1 total of 504 signups**





**Key**

- Council Decisions
- Administrative Activities
- Program Milestones

Click on any of the attachments below in green to view or download the full document

**MAR  
2023**

- Endorsed the continuation of the delivery of the CRP including Residential Bulk Buy 2, and investigating the following: a Mitcham VPP, solar and batteries for all Council Buildings and Community Batteries.

[Attachment J](#)

**MAY  
2023**

- Residential Bulk Buy 2 total of 260 signups.
  - Endorsed continuation of collaboration and to deliver the Commercial Bulk Buy and EV chargers
- [Attachment K](#)
- New simple two-party agreement
  - EV Chargers installed
  - Commercial Bulk Buy commenced with a target of 5MW
  - Capital funding for the installation of self-funding large batteries at two corporate sites.
- [Attachment L](#)
- Large Batteries scoping commenced





**Key**

- Council Decisions
- Administrative Activities
- Program Milestones

Click on any of the attachments below in green to view or download the full document

**JUL  
2023**

- **Capital funding for the installation of self-funding large batteries at two library sites.**  
**[Attachment M](#)**
- Large Batteries scoping commenced

**AUG  
2023  
& ongoing**

- **Council is in the process of approving a new contract with ShineHub Pty Ltd to continue the existing collaboration and expand to include a City of Mitcham Virtual Power Plant and further investigation of a Community Energy Retail Plan.**  
**[Attachment N](#)**

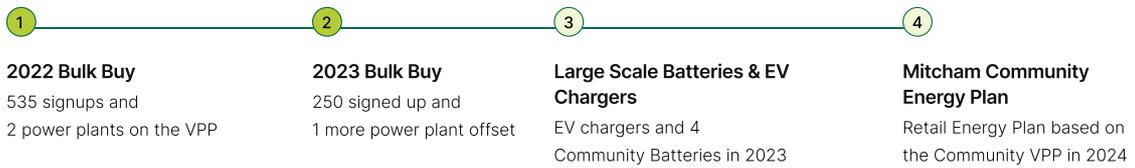
If you would like to view the attachments to any of the above council reports please visit: [mitchamcouncil.sa.gov.au](http://mitchamcouncil.sa.gov.au)

Feel free to contact Mitcham staff member Felicia Carli [fcarli@mitchamcouncil.sa.gov.au](mailto:fcarli@mitchamcouncil.sa.gov.au) if you need any further assistance with City of Mitcham Council documentation.





**Mitcham is on their way to a renewable energy community!**





## Check out the journey!

### Mitcham's Renewable Revolution

From solar and battery bulk buys to creating a resilient local energy grid, see how their community is evolving into a self-sufficient, solar powered community!

[ShineHub - Mitcham Council Community Solar Program](#)



### Real Savings: Bulk Buy Solar Stories

Five Mitcham residents share their transformation to near-zero energy bills as part of the Mitcham Solar and Battery Bulk Buys. Click to see how much they saved!

[Happy customers from the 2022 Mitcham Solar Bulk Buy](#)



## Unpacking a Solar Success Story

Dive into the journey of a Mitcham resident! From the initial decision, to watching the installation unfold, and feeling the real life benefits. Experience Community Solar from a closer, personal lens.

[ShineHub - Solar Battery Retrofit Case Study](#)



## The Mitcham Council Bulk Buy Program

## Community Event Sneak Peak

Watch how a single event sparks community excitement. Experience firsthand the buzz of 100+ residents, all eager to transition to solar. Imagine what this could do for your community!

[Inside Mitcham's largest solar event!](#)



Two  
sold-out  
events!

## Your story is next!

Picture this: Your community, lit up with excitement, as you champion the next great solar initiative. Can you see it? Join the journey, and let's co-create a success story that future Councils will look up to!



Your photo  
here



## Your Council's Journey to Solar Starts Here

Dive into an era of sustainable change, powered by a community-centric approach. With the Council Governance Toolkit, the path to a renewable future is straightforward, transparent, and tailored to your council's unique needs.

### Empower, Enlighten, and Elevate Your Community

1. **Pledge Your Commitment:** Solidify your council's stance on combating climate change. Commit to a brighter, renewable future and set ambitious yet achievable goals.
2. **Streamlined Success with the Toolkit:** Utilise the invaluable resources from Mitcham's proven experience. Start with our documents and mould them, ensuring they align with your council's aspirations and requirements.
3. **Lean on the Leaders:** Why reinvent the wheel? Gain insights from ShineHub and Mitcham Council, benefiting from their wealth of experience, ensuring a smooth and successful journey.
4. **Ignite the Movement:** Launch your tailor-made community solar program, backed by the collective power of community spirit and sustainable innovation.

Your council has the potential to pioneer a movement, to be the beacon of hope in these changing times. Don't just wait for it to happen – be the catalyst. Register your interest, and together, we'll illuminate the way for a brighter, greener, and more sustainable community.

Begin your solar journey with confidence. Visit [shinehub.com.au/council-solar-programs](https://shinehub.com.au/council-solar-programs) today and join us in shaping a better tomorrow.

Unlock your community's potential for a sustainable future.

Explore how at [shinehub.com.au/council-solar-programs](https://shinehub.com.au/council-solar-programs).

In reading this reference, please note that the City of Mitcham has an interest to declare in this matter as follows:

The city of Mitcham is currently in contract negotiations with ShineHub Pty Ltd where the City of Mitcham stands to receive royalties in recognition of intellectual property from ShineHub Pty Ltd where ShineHub Pty Ltd is successful in securing any Local Government contract where the City of Mitcham Community Renewables Program model will be replicated.

**18.8 2024 MOUNT GAMBIER CHRISTMAS PARADE TEMPORARY ROAD CLOSURES**

Author: Xarnia Keding, Team Leader Community Events  
Authoriser: Barbara Cernovskis, General Manager City Infrastructure

<b>RECOMMENDATION</b>	
1.	That Council report titled '2024 Mount Gambier Christmas Parade Temporary Road Closures' as presented on Tuesday 15 October 2024 be noted.
2.	That Council be notified that, pursuant to Section 33 of the Road Traffic Act 1961 and instrument of Delegation, the Minister of Transport has made the order to close the following roads on Saturday 16 November 2024. (refer attachment).
3.	That Council be notified that, SAPOL has granted exemption for persons taking part in the parade from the following Australian Road Rules and Conditions (refer attachment).

**PURPOSE**

This report is to notify Council that The Minister of Transport has made the order to close all effected roads and SAPOL has granted exemptions to Australian Road Rules for the 2024 AAM Timber Mount Gambier Christmas Parade, Party in the Park and the Chamber of Commerce Business Boost event on Saturday, 16 November 2024.

**SUMMARY OF IMPLICATIONS AND BENEFITS**

**Implications**

- Public Safety of all participants

**Benefits**

- The 2024 AAM Timber Mount Gambier Christmas Parade, Party in the Park and the Chamber of Commerce Business Boost event brings people together, encourages interaction and promotes a sense of community.
- Celebrates community and promotes wellness.
- The day's events stimulate the economy.

**BACKGROUND / OPTIONS**

In accordance with the Temporary Road Closure Procedure, the Minister of Transport has made the order to close all effected roads and SAPOL has granted exemptions to Australian Road Rules on Saturday 16 November 2024.

**DETAILED IMPLICATIONS**

<b>Legal</b>	Section 33 of Road Traffic Act 1961.
<b>Financial and Budget</b>	Event has an annual budget allocation. No additional budget is required.
<b>Other Resources</b>	Support from Council infrastructure team, many volunteers, service clubs and emergency services.

**RISK ANALYSIS**

<b>Consequence</b>	<b>Consequence Rating:</b>	<b>Risk Likelihood Rating:</b>	<b>Risk Rating</b>	<b>Risk Controls and effectiveness</b>	<b>Risk Mitigation Plan</b>



<b>Finance</b>	Minor (2)	Possible (3)	Moderate	Parade included in FY2024.25 budget	Work Order report and event evaluation to be completed post event.
<b>Reputation</b>	Moderate (3)	Possible (3)	Moderate	Reports to Council and approved media releases and marketing.	Media Plan reviewed by Councils media and communications coordinator.
<b>Legal / Regulatory / Policy</b>	Minor (2)	Possible (3)	Low	Approval granted by SAPOL and DIT	Approval granted by SAPOL and DIT
<b>Service Delivery</b>	Minor (2)	Possible (3)	Low	Informative education session (Float briefing).	Compulsory attendance at float briefing session.
<b>People</b>	Moderate (3)	Rare (1)	Moderate	Reliance on volunteers	Implementation of Volunteer Management Plan.
<b>Infrastructure</b>	Minor (2)	Possible (3)	Low	Key council personnel working on day.	Current Licenses.
<b>Environmental</b>	Insignificant (1)	Rare (1)	Low		

## APPLICATION OF MOUNT GAMBIER 2035

### A Vibrant Community

- The 2024 AAM Timber Mount Gambier Christmas Parade, Party in the Park and the Chamber of Commerce Business Boost event creates opportunities to connect and engage.
- The 2024 AAM Timber Mount Gambier Christmas Parade, Party in the Park and the Chamber of Commerce Business Boost event provides an opportunity for many volunteers to connect and contribute to the community.
- An Acknowledgment to Country banner will be displayed at the beginning of the parade procession that celebrates our First Nations heritage.
- An accessible parking area is designated to view the parade to encourage accessibility.

## APPLICATION OF STRATEGIC PLAN

### Goal 1 Our People

- 1.1 Community based organisations and networks - Our community groups and network develop and grow to achieve their aspirations.
  - 1.1.1 Fostering and supporting community-based organisations [Service Provider (Part Funder)].
- 1.2 Community growth - We foster a sense of community by encouraging and supporting participation in community life.
  - 1.3.1 Supporting community events and programs that bring people together, encourage interaction and promote a sense of community [Service Provider (Part Funder)].



- 1.3.2 Providing opportunities to enable our community to be supported and involved [Owner / Custodian and Service Provider (Part Funder)].
- 1.3.3 Raising awareness of community accomplishments [Information Provider / Promoter].

### **Goal 2 Our Location**

- 2.1.1 Working with the community to ensure our CBD, health and education precincts, our streets and our public spaces are safe, inviting and support a positive image of the City of Mount Gambier [Owner / Custodian, Information Provider / Promoter and Partnership].

### **Goal 3 Our Diverse Economy**

- 3.1.4 Capitalising on and promoting the benefits of a multicultural community [Advocate, Partnership, Information Provider / Promoter].

## **RELEVANT COUNCIL POLICY**

[Assemblies and Events on Streets and Other Council Land - A240](#)

## **IMPLEMENTATION, COMMUNICATION AND ENGAGEMENT**

Marketing plan created and approved by Council Media and Communications team.

## **CONCLUSION**

In accordance with Council's Temporary Road Closure Procedure, this report is to notify Council that the Minister of Transport has made the order to close all effected roads and SAPOL has granted exemptions to Australian Road Rules for the 2024 AAM Timber Mount Gambier Christmas Parade, Party in the Park and the Chamber of Commerce Business Boost event on Saturday 16 November 2024.

## **ATTACHMENTS**

1. Approval - DIT Roadworks Permit Application - Mount Gambier Christmas Parade Day 2024 [**18.8.1** - 10 pages]
2. Approval - SAPOL - Mount Gambier Christmas Parade Day 2024 [**18.8.2** - 5 pages]
3. 2024 Mount Gambier Christmas Parade Marketing Plan [**18.8.3** - 2 pages]



**From:** Chris Habets  
**Sent:** Fri, 13 Sep 2024 08:20:04 +1000  
**To:** Xarnia Keding  
**Subject:** FW: DIT Roadworks Permit Application #175719 (Traffic)

---

**From:** DIT.NoReply@sa.gov.au <DIT.NoReply@sa.gov.au>  
**Sent:** Monday, 2 September 2024 11:41 AM  
**To:** Chris Habets [REDACTED]  
**Subject:** DIT Roadworks Permit Application #175719 (Traffic)

**\*\*CAUTION:** This email originated from outside of this Organisation. Do not click links or open attachments unless you recognise the sender and know the content is safe\*\*.

**OFFICIAL**

**Applicant:**  
Denise Richardson (on behalf of)  
**Permit Holder:**  
City of Mount Gambier  
Phone: [REDACTED]

The current status of DIT Roadworks Permit Application #175719 is "**Approved**".

**Roadworks Permit Number "P2041396" has been issued.**

**This Permit (P2041396) is subject to the following conditions and any other supplementary conditions issued in conjunction with this Permit:**

**1. Location:**

- 1.1 Penola Road, near Commercial St West, Mount Gambier
- 1.2 Jubilee Highway West, near Moten St, Mount Gambier

**2. Permit Dates:**

Works may only be undertaken during the following period:

- 2.1 Work Start Date: 16-Nov-2024
- 2.2 Work Finish Date: 16-Nov-2024

**3. Permit Hours:**

Works may only be undertaken (including installation and removal of Traffic control Devices) during these times for the duration of the Permit specified in Clause 2:

- 3.1 Work Start Time: 06:30 DAILY
- 3.2 Work Finish Time: 17:00 DAILY

**4. Work Details:**

4.1 Nature of works: Procession

**5. Traffic Flow:**

Continuous flow of traffic in both directions must be maintained, unless an alternative is approved in details below.

5.1 Traffic Direction Impacted: Both Directions

5.2 Number Lanes Closed: Closure

5.3 Min Speed Reduction to: 25 km/h

5.4 Speed Limit Direction: Both Directions

5.5 Frequency of Traffic Stopping: 1-2 per hour

5.6 After Hours Traffic Direction Impacted: Not Applicable

5.7 After Hours Number Lanes Closed: Not Applicable

5.8 After Hours Min Speed Reduction to: Not Applicable

5.9 After Hours Speed Limit Direction: Not Applicable

5.10 After Hours Frequency of Traffic Stopping: Not Applicable

**6. Traffic Contact:**

6.1 The contact supplied below must be contactable at all times for the duration of the operation of the Permit.

Chris Habets

City of Mount Gambier

Phone: [REDACTED]

Email: [REDACTED]

**7. Works Contact:**

7.1 A works contact must be supplied below that is contactable at all times for the duration of the operation of the Permit.

Chris Habets

Company: City of Mount Gambier

Phone: [REDACTED]

Email: [REDACTED]

Please note, the Department does not approve, nor review, any Traffic Management Plan or Traffic Guidance Scheme submitted as part of the application for this Permit. The onus is on the applicant to ensure that the TMP and/or TGS complies with all the conditions set out in the Permit to which the works relate and the SA Standards for Workzone Traffic Management.

**8. Additional Permit Terms (CAN OVERRIDE SECTION 9 TERMS):**

8.1 No Special conditions apply to this Permit

**9. Terms and Conditions:**

**Traffic Terms:**

9.1 This Permit/Approval is only valid whilst works are being undertaken by the permit holder. If prior to the completion of the works, the permit holder is no longer contracted to undertake the traffic control to which the Permit/Approval relates, this Permit/Approval ceases to have effect and a new Permit/Approval must be obtained by the new applicant for the remainder of the works.

9.2 However the permit holder may engage the services of an additional subcontractor to assist in undertaking works to which the Permit/Approval relates, only if they are still contracted to provide the works specified in the Permit/Approval.

9.3 The holder of the Permit/Approval and all workers on site must obey any reasonable direction of a police officer, an emergency worker or Authorised Officer.

9.4 The permit holder must undertake a risk assessment that identifies all hazards likely to arise and mitigation strategies to manage the risks in accordance with the requirements in clause 4.9.1 of the SA Standards for Workzone Traffic Management prior to setting up any signage.

9.5 All works to be undertaken must be done so in accordance with the "SA Standards for Workzone Traffic Management" and its supplementary guide (which calls up the Austroads Guide to Temporary Traffic Management and AS1742.3).

9.6 The permit holder must ensure that, a legible and complete copy of this Permit/Approval (as either a hard copy or electronic copy) is available at the work site at all times that workers are present and is immediately provided to an Authorised Officer upon request.

9.7 At all times that workers are present at a work area or work site, the following must be complied with:

9.7.1 All workers must at all times carry a copy of their Photo Identification issued by any Australian State or Territory Government Authority (including Commonwealth) and immediately provide it to an Authorised Officer upon request;

9.7.2 at least one worker on site must:

a) Have attained accreditation in the DIT Workzone Traffic Management training course within the past 3 years; and

b) at all times carry evidence certifying this accreditation in the form of the hard copy of the Statement of Attainment Card for WorkZone Traffic Management as issued by the Department for Infrastructure and Transport and immediately provide it to an Authorised Officer upon request.

9.8 Any worker undertaking the duties as a traffic controller must:

a) Have attained accreditation related to the road category in the Department for Infrastructure and Transport's Workzone Traffic Management training course within the past 3 years; and

b) At all times carry evidence certifying this accreditation in the form of the hard copy of the Statement of Attainment Card for WorkZone Traffic Management as issued by the Department for Infrastructure and Transport and immediately provide it to an Authorised Officer upon request.

9.9 Only Traffic Control devices as specified in Section 5.3 of the SA Standards for Workzone Traffic Management may be used at the work area or work site.

9.10 If a speed reduction at the work area or work site is required, any relevant permanent posted speed limit sign (or any advisory posted speed sign) must be appropriately covered so as that clearly indicate to all road users that the temporary reduced speed signage is the applicable speed limit past the work area or work site as required for the duration of the permit and reinstated when it no longer conflicts or is inappropriate.

9.11 Any other Traffic Control Devices (including regulatory, warning and guide signs), which may be inappropriate or conflict with the temporary Traffic Control Devices required to set up the work area or work site must be covered or removed as appropriate, and reinstated when it no longer conflicts or is inappropriate.

9.12 The holder of the Permit/Approval must ensure that all Traffic Control Devices required to set up and manage the work area or work site during times specified in the Permit/Approval are removed after the works have been completed and/or the duration of the permit or approval (whichever is applicable) has expired (whichever is the earlier).

9.13 The holder of the Permit must ensure that all speed signage required to set up and manage the work area or work site during times specified in the permit must be removed if the requirements of section 20(11) (b) of the Road Traffic Act 1961 are not complied with.

\* Please Note: that an Authorised Officer may alter or remove any speed signage in relation to a work area or work site where section 20(11) (b) is not complied with.

9.14 The Permit/Approval holder must ensure that any potential breach of condition or breach of the SA Standards for Workzone Traffic Management at the work area or work site that may constitute a safety hazard to workers or other road users is rectified, as soon as possible, or within 60 minutes (whichever is sooner) of being notified or made aware of the issue.

9.15 The permit holder must ensure that any Return to Speed Signs that is not in place or may otherwise have been either covered, removed, obscured or not clearly visible to road users is rectified as soon as possible, or within 60 minutes (whichever is sooner) of being notified or made aware of the issue.

9.16 The holder of the Permit/Approval must ensure that any requests for variations to the permit conditions (including extension of time) must be made to the Traffic Management Centre via the Roadworks Portal prior to any approved variation that is not the result of an emergency.

9.17 Where a variation to the permit conditions is required to address an unexpected or unforeseen hazard that could cause a risk to worker, road user or public safety, the permit holder is required to contact the Traffic

Management Centre directly via telephone on: 1800 018 313 and the relevant Public Authority as soon as possible. The Public Authority may undertake urgent works in accordance with section 20(4)(b) of the Road Traffic Act 1961.

9.18 The Permit/Approval holder must ensure that no actual work (as specified in clause 4.1) is undertaken at the work area or work site until the appropriate work zone traffic management has been set up in accordance with the SA Standards for Workzone Traffic Management.

9.19 The holder of a permit or approval must comply with any and all of the conditions set out in this Permit/Approval. Any breach of these conditions may constitute an offence pursuant to section 21(3) of the Road Traffic Act 1961 which may result in a \$1,376 fine or prosecution.

9.20 All other requirements of the Road Traffic Act 1961 and regulations must be complied with at all times.

9.21 A breach of any of the conditions of this permit may result in the permit being suspended or revoked in accordance with section 20(7)(f) of the Road Traffic Act 1961. Similarly any breach of Approval may render the approval invalid.

9.22 This permit may be varied or revoked by the Department at any time.

9.23 The Permit/Approval holder must ensure the Department is notified that they are on site ready to commence works in accordance with the conditions of the Permit/Approval by either:

a) logging on to the Permit/Approval via their individual account in the Roadworks App between the start or finish time as specified in clause 3; OR alternatively;

b) by notifying the Traffic Management Centre directly via telephone on: 1800 018 313 no more than 15 minutes immediately prior to the start time of the works as specified in clause 3; OR

c) where the works are to be undertaken on either a managed motorway, within a variable speed limit zone, veloway or shared path to contact the Traffic Management Centre directly via telephone on: 1800 018 313 before entering the motorway, veloway or shared path AND provide the TMC with a contact number for a responsible person who will remain on site until completion of works, and abide by all instructions provided by the TMC operator.

9.24 The Permit/Approval holder must ensure the Department is notified that they are about to leave the work area or work site and all temporary traffic management at the work area or work site has either been restored to its usual state or relevant aftercare (as approved in clause 5 above). This notification can be made by either:

a) logging off to the Permit/Approval via their individual account in the Roadworks App; OR alternatively

b) by notifying the Traffic Management Centre directly via telephone on: 1800 018 313; OR

c) where the works were undertaken on either a managed motorway, within a variable speed limit zone, veloway or shared path to contact the Traffic Management Centre directly via telephone on: 1800 018 313 before leaving the motorway, veloway or shared path.

9.25 The Permit/Approval holder, or their contractor, is responsible for notifying the TMC (and complying with any instructions given) if the relevant works being undertaken are causing an excess traffic delay of 10 minutes (or greater) on either the roads that are subject to this Permit/Approval or impacting on surrounding roads. NB: Excess traffic delay may be determined at any time by referring to the Roadworks App or Traffic SA.

9.26 Where the works that are subject to this Permit/Approval are undertaken on either a veloway or shared path, or otherwise may impact on either a veloway or shared path, the holder of the Permit/Approval or their contractor must ensure at all times while on the veloway or shared path that:

9.26.1 All Vehicles must have vehicle mounted warning devices in accordance with AS1742.3; and

9.26.2 All personnel must wear all appropriate high visibility clothing in accordance with AS4602; and

9.26.3 All vehicles must not drive at a speed in excess of 25 km/h when travelling on the veloway or shared path; and

9.26.4 Ensure the veloway or shared path is not completely closed off to access by cyclists or pedestrians or an alternative safe passage or side track is made available; and

9.26.5 Contact the Traffic Management Centre directly via telephone on: 1800 018 313 at any time that works are relocated in the course of the duration of the permit or approval; and

9.26.6 At completion of works, the veloway or shared path must be clean of any debris (including mud, gravel or any other substance or thing) that was created or deposited as a result of the works.

9.27 Prior to excavations and/or saw cutting any road infrastructure or road surface, contact the TMC and email [DIT.PlanRoom@sa.gov.au](mailto:DIT.PlanRoom@sa.gov.au) for traffic signal and/or street lighting conduit locations, the Permit/Approval holder must ensure that:

9.28 A minimum of 3 business days' notice is provided to TMC; and

9.29 The TMC are notified if traffic detector loops are to be cut, and to organise the reinstatement of detector loops once work is complete.

9.30 Where works pass across a median, or affect roadside furniture (signs, fences, guardrail etc), road markings, or footpaths, the Permit/Approval holder should ensure the asset is reinstated to the original condition and that:

9.30.1 The surface is to be free of debris, including stones and clay.

9.30.2 Responsibility for maintenance of the works will remain with your authority for a period of 12 months.

9.30.3 Any rectification work associated with the trench within this period is to be at your cost.

9.31 Where works that are subject a Permit/Approval impact on designated parking lanes and footpaths, approval is required from the relevant Council in whose area the roads are situated.

9.32 Where the works that are subject to a Permit/Approval impact on traffic on any major arterial roads under the care, control and management of the Commissioner of Highways either in or out of the Adelaide Metropolitan Area (whether or not the works are being conducted on that road), the permit holder must ensure that:

9.32.1 All works must cease by 12 pm on the day before either a Long Weekend or a Public Holiday and traffic restrictions revert to the approved aftercare conditions (as specified in clauses 4.5-4.8); and

9.32.2 Any works cannot recommence until 12.01 pm on the day after either a Long Weekend or Public Holiday, unless

9.32.3 specifically exempted from clause 9.32.1 and 9.32.2 by this Permit/Approval.

\* Please refer to [https://dpti.sa.gov.au/roadworks\\_faqs](https://dpti.sa.gov.au/roadworks_faqs) for the current list of major arterial roads for the purposes of this clause.

9.33 When works are undertaken on roads where either Lane Usage Management Signs or Variable Speed limit Signs are installed, the holder of the Permit/Approval must ensure that the Department for Infrastructure and Transport Operational Instruction 20.26 is complied with.

Please note: OI 20.26 (Appendix B) requires additional signage when works are undertaken on the down track of the South Eastern Freeway (between Crafers and the Old Tollgate)

A copy OI 20.26 is available at: <https://www.dit.sa.gov.au/standards/tass>

9.34 The permit holder must ensure that appropriate traffic management measures are taken to accommodate the safe and efficient passage of any heavy vehicles operating under a mass or dimension exemption granted under the Heavy Vehicle National Law past the work area or work site.

9.35 The DIT Road Manager must be consulted prior to any traffic management being setup on a Gazetted route where constraints may impact over dimension or over mass vehicles.  
For Gazetted Heavy Vehicle Routes please refer to: <http://gis.nhvr.gov.au/journeyplanner/> or <http://maps.sa.gov.au/ravnet/>.  
The DIT Road Manager can be contacted via email: [dit.roadmanager@sa.gov.au](mailto:dit.roadmanager@sa.gov.au)

9.36 When works subject to a Permit/Approval are undertaken using the "stop/go" method to control traffic flow, the following conditions apply unless otherwise specified:

9.36.1 all traffic must not be stopped for more than 2 minutes at a time; and

9.36.2 once stopped, any traffic must not be further stopped again until any built up traffic has cleared

9.37 Where Variable Message Signs are utilised, OI 2.36 shall be complied with.

\* OI 2.36 can be found [https://www.dit.sa.gov.au/data/assets/pdf\\_file/0009/78552/Operational\\_Instruction\\_2\\_36Version9.PDF](https://www.dit.sa.gov.au/data/assets/pdf_file/0009/78552/Operational_Instruction_2_36Version9.PDF)

**Works Terms:**

- Unless otherwise directed by the Department for Infrastructure and Transport, boring under pavements or shoulders of roads maintained by the department shall be at a depth to provide a minimum of 1.5 metres of cover from the top of the pipe or conduit. Trenching across pavements or shoulders of roads maintained by the department shall be at a depth to provide a minimum of one metre of cover to the top of the pipe or conduit.
- If boring bit retrieval and trenching is necessary on departmental roads, then the trench reinstatement is to be undertaken in accordance with the department's "Specification for Works On Roads" - [https://www.dit.sa.gov.au/contractor\\_documents/works\\_on\\_roads\\_by\\_other\\_organisations](https://www.dit.sa.gov.au/contractor_documents/works_on_roads_by_other_organisations)
- Pit installation/replacements are to be at a minimum distance of one metre from the existing kerb line. No pits shall be placed in road shoulders or trafficable areas. This is to ensure adherence to guidelines under the Occupational Health Safety and Welfare Act.
- The use of steel plates shall be in accordance with the requirements of the Department's "Specification: Part R07 Trench Excavation and Backfill" - [https://www.dit.sa.gov.au/contractor\\_documents/division\\_r\\_roadworks](https://www.dit.sa.gov.au/contractor_documents/division_r_roadworks)
- Unsealed shoulder reinstatement is to be undertaken in accordance with the department's "Specification for Works On Roads" - [https://www.dit.sa.gov.au/contractor\\_documents/works\\_on\\_roads\\_by\\_other\\_organisations](https://www.dit.sa.gov.au/contractor_documents/works_on_roads_by_other_organisations)
- Vegetation removals should be minimized as much as possible, with any removals replaced with an appropriate species. For further information on this matter, please contact the department's Principal Environmental Officer on telephone number (08) 8343 2595.
- Ensure that all testing including bore logs is undertaken in accordance with the department's Standard Specification and fax the results to the Traffic Management Centre.
- 1.5m cover for directional boring under road as per Master Specification MASTER SPECIFICATION - PART RD-EW-C3 - BORING.DOCX (dit.sa.gov.au) (item 3.3) and 1.0m cover elsewhere as per Master Specification RD-EW-C2 Trench Excavation and Backfill (dit.sa.gov.au) (item 3.2) needs to be achieved.
- Master Specification for pavement reinstatement Part RD-PV-C6 to be followed MASTER SPECIFICATION - PART RD-PV-C6 - REINSTATEMENT OF EXISTING PAVEMENTS.DOCX (dit.sa.gov.au)
- Specification for Work on Roads by Other Organisations or Companies to be followed [https://dit.sa.gov.au/contractor\\_documents/works\\_on\\_roads\\_by\\_other\\_organisations](https://dit.sa.gov.au/contractor_documents/works_on_roads_by_other_organisations).
- DIT's Pavement Reinstatement Manual to be followed Pavement Reinstatement Manual (dit.sa.gov.au)

**10. Impact on DIT Assets:**

- 10.1 Is the work impacting on DIT assets: Yes
- 10.2 Is the applicant doing the impacting work: No (If No - see Works Company above for details)
- 10.3 Is the impact trenching/boring: No
  - 10.3.1 Trenching Details:
  - 10.3.2 Is the trenching across or along the road:
- 10.4 Is the infrastructure located on a Verge: No
  - 10.4.1 Verge Details:
- 10.5 Is the infrastructure located on a Footpath: No
  - 10.5.1 Footpath Details:
- 10.6 Is the infrastructure located on a Median: No
  - 10.6.1 Median Details:
- 10.7 Is the infrastructure located on a Bikelane: No
  - 10.7.1 Bikelane Details:
- 10.8 Is the infrastructure located on a Bridge: No
  - 10.8.1 Bridge Details:
- 10.9 Is the infrastructure located on a Signalized Intersection: No
  - 10.9.1 Signalized Intersection Details:
- 10.10 Is the infrastructure located on a Road Reserve: No
  - 10.10.1 Road Reserve Details:
- 10.11 Is the work impacting on pedestrians or cyclists: Yes
  - 10.11.1 Details: Unable to be used for regular traffic. Access for all parade floats (vehicles and bikes alike).
- 10.12 Has there been previous consultation with DIT: Yes
  - 10.12.1 Reference No: P1976251
  - 10.12.2 Details: Approval 2022
- 10.13 Is this a developer funded roadworks...: No
  - 10.13.1 Development Approval No:
  - 10.13.2 Details:

**Important Notes:**

The holder of the Permit must comply with any condition set out in this Permit. Any breach of condition may constitute an offence pursuant to section 21(3) of the Road Traffic Act 1961 which may result in a fine or prosecution.

All other requirements of the Road Traffic Act 1961 and Regulations and any other applicable legislation must be complied with at all times.

The Department for Infrastructure and Transport does not approve, nor routinely review, any Traffic Management Plan or Traffic Guidance Scheme submitted as part of the application for this Permit. The onus is on the applicant to ensure that the TMP and/or TGS complies with all the conditions set out in the Permit to which the works relate and the SA Standards for Workzone Traffic Management.

Any authority, body or person, including the holder of the Permit, their contractor or any other responsible person engaged to undertake activities specified in the Permit

may be responsible for committing the relevant offence relating to roadworks Permit under Road Traffic Act 1961. Determining who is responsible will be dependent on the individual circumstances, including the severity of the relevant offence and the risk of harm resulting from the breach.

Risk Assessment has been conducted to support 25 km/h speed limit as per SA Standards for WZTM Section 6.2.1: Yes

After Hours Risk Assessment has been conducted to support 25 km/h speed limit as per SA Standards for WZTM Section 6.2.1: Not Applicable

The TMC may be contacted 24/7 via telephone by calling: 1800 018 313.

The Roadworks FAQ is available at: [https://dit.sa.gov.au/roadworks\\_faqs](https://dit.sa.gov.au/roadworks_faqs)

**Traffic Management Centre  
Department for Infrastructure and Transport  
GPO Box 1533  
Adelaide SA 5000  
Phone: 1800 018 313**

**From:** Holland, Chris (SAPOL)  
**Sent:** Mon, 2 Sep 2024 00:43:46 +0000  
**To:** Liana Golubic  
**Subject:** RE: Request for SAPOL temporary road closure for approval for 2024 Mount Gambier Christmas Parade - 16/11/2024  
**Attachments:** 25#198 - Mt Gambier Xmas Pageant (16 Nov 24) V3 S33.pdf

**\*\*CAUTION:** This email originated from outside of this Organisation. Do not click links or open attachments unless you recognise the sender and know the content is safe\*\*.

Hi Liana

Does this cover it?

Regards

**SENIOR SERGEANT FIRST CLASS CHRIS HOLLAND APM**  
Traffic Planning Coordinator, Emergency and Major Event Section (42)  
100 Angas Street, ADELAIDE SA 5000

---

**From:** Liana Golubic [REDACTED]  
**Sent:** Monday, September 2, 2024 9:58 AM  
**To:** Holland, Chris (SAPOL) <[REDACTED]> [REDACTED]  
[REDACTED]

Good morning Chris,

Thank you for adjusting and sending this through so promptly.

Making Business Boost event road closure from 2pm to 5pm makes sense, thank you.

One query I have on the last dot point, would it be better to note it as "between Keegan Street / Krummel Street and Bay Road / Penola Road"? :

- **Commercial Street East, Mount Gambier between Keegan Street and Bay Road / Penola Road  
Between 2.00pm and 5.00pm**

Happy to be advised otherwise.

Kind regards

Liana Golubic  
Community Events Officer  
City of Mount Gambier

6 Commercial Street East Mount Gambier SA 5290  
D 08 8721 2475  
PO Box 56 Mount Gambier SA 5290  
[www.mountgambier.sa.gov.au](http://www.mountgambier.sa.gov.au)



*We acknowledge the Boandik Peoples as the traditional custodians of the land Mount Gambier/Berrin sits upon today. We pay our respects to Elders past, present and emerging.*

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**From:** Holland, Chris (SAPOL) [REDACTED]  
**Sent:** Friday, 30 August 2024 3:04 PM  
**To:** Liana Golubic [REDACTED]  
**Subject:** RE: Request for SAPOL temporary road closure for approval for 2024 Mount Gambier Christmas Parade - 16/11/2024  
**Importance:** High

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Hi Liana

See attached, any issues let me know.

I put the Business Boost event as 2 until 5, as it is covered from midday until 2 by the parade, is that ok?

Regards

**SENIOR SERGEANT FIRST CLASS CHRIS HOLLAND APM**  
Traffic Planning Coordinator, Emergency and Major Event Section (42)  
100 Angas Street, ADELAIDE SA 5000  
[REDACTED]

---

**From:** Liana Golubic [REDACTED]  
**Sent:** Friday, August 30, 2024 10:58 AM  
**To:** Holland, Chris (SAPOL) [REDACTED]  
**Subject:** [EXTERNAL] RE: Request for SAPOL temporary road closure for approval for 2024 Mount Gambier Christmas Parade - 16/11/2024

Hello Chris,

Apologies for disturbing you at your meeting, please feel free to give me a call when your available.

Kind regards

**Liana Golubic**

**Community Events Officer**

City of Mount Gambier

6 Commercial Street East Mount Gambier SA 5290

D 08 8721 2475

PO Box 56 Mount Gambier SA 5290

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



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**From:** Holland, Chris (SAPOL) [REDACTED]  
**Sent:** Friday, 30 August 2024 8:29 AM  
**To:** Liana Golubic [REDACTED]  
**Subject:** RE: Request for SAPOL temporary road closure for approval for 2024 Mount Gambier Christmas Parade - 16/11/2024

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Morning Liana

See attached, any issues let me know.

Regards

**SENIOR SERGEANT FIRST CLASS CHRIS HOLLAND APM**

Traffic Planning Coordinator, Emergency and Major Event Section (42)

100 Angas Street, ADELAIDE SA 5000

[REDACTED]

---

**From:** Liana Golubic [REDACTED]  
**Sent:** Tuesday, August 27, 2024 5:21 PM  
**To:** Holland, Chris (SAPOL) [REDACTED]

**Subject:** [EXTERNAL] Request for SAPOL temporary road closure for approval for 2024 Mount Gambier Christmas Parade - 16/11/2024

Hello Senior Sergeant Chris Holland,

I am processing the 2024 AAM Timber Mount Gambier Christmas Parade Temporary Road Closure.

In previous years you have been contacted regarding the Parades road closures and changes to road rules.

The 2024 Parade will be running in the same capacity as 2023 with no changes, however after the parade the Mount Gambier Chamber of Commerce post-Christmas Parade event will be held until 4:00pm (please see temporary road closure application and combined map attached).

The DIT road closure application has been filed (Application # 175719)

Please see attached a copy of 2023's SAPOL notice and supporting documents for reference.

Please let me know if there is anything else you require for the 2024 approval.

Kind regards

**Liana Golubic**

**Community Events Officer**

City of Mount Gambier

6 Commercial Street East Mount Gambier SA 5290

D 08 8721 2475

PO Box 56 Mount Gambier SA 5290

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



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## 18.9 RIDDOCH ARTS AND CULTURAL TRUST - ANNUAL GENERAL MEETING AND MEMBERSHIP

Author: Brittany Shelton, Manager Governance and Property  
Authoriser: Jane Fetherstonhaugh, General Manager Corporate and Regulatory Services

### RECOMMENDATION

1. That Council report titled 'Riddoch Arts and Cultural Trust - Annual General Meeting and Membership' as presented on Tuesday 15 October 2024 be noted.
2. That Cr Sonya Meziniec be endorsed as the Council Member on the Riddoch Arts and Cultural Trust Board for a further term of appointment for continuity purposes.

### PURPOSE

To update Council on the third Annual General Meeting of the Riddoch Arts and Cultural Trust Inc. as well as seek endorsement of proposed membership matters.

### SUMMARY OF IMPLICATIONS AND BENEFITS

#### Implications

- The Riddoch Arts and Cultural Trust is required to hold an Annual General Meeting prior to 30 November each year, in accordance with the *Associations Incorporations Act 1985* and registered Constitution.
- The Constitution requires there to be a minimum of three (3) Board members and a maximum of five (5) Board members in order for the Trust to achieve quorum for meetings.

#### Benefits

- Holding an AGM provides accountability for operations of the Riddoch Arts and Cultural Trust
- It is important to consider the right time to approach recruitment of Board members to ensure the objectives of the Trust are furthered.

### BACKGROUND / OPTIONS

#### Annual General Meeting of RACT Inc.

The Riddoch Arts and Cultural Trust (RACT) must meet its legislative obligations under the *Incorporated Associations Act 1985* and registered Constitution, as well as various other relevant pieces of legislation. This includes the holding of an Annual General Meeting (AGM).

Due to be held within 5 months of the end of a financial year, the RACT Board are preparing to call the third Annual General Meeting of the Association in November 2024. It is a requirement of the Constitution that at least 21 days notice be given of an AGM. The intention is to prepare, finalise and give notice of the Agenda for the third RACT Annual General Meeting in the week ending 18 October 2024, following Council's consideration of the matters contained in this report.

Once given, the RACT AGM Notice will be circulated to Council Members who are welcome to attend, noting the Chief Executive Officer is Council's Representative (as the sole member of RACT).



### **RACT Board Membership**

Half of all (rounding down to the nearest whole) Board Member positions will expire at the end of the Annual General Meeting, with (Councillor) Sonya Meziniec proposing to re-nominate for a further term. Stuart French and April Hague have indicated their intention not to nominate for a further appointment term. Thanks are offered to both Stuart and April for their guidance and their commitment to this early phase of the RACT.

Council may wish to turn its mind to whether, for Board continuity purposes, it wishes to re-affirm the membership of (Cr) Sonya Meziniec as the Council Member appointment to the Board, or whether it has a preference to appoint an alternative Council Member.

(Cr) Sonya Meziniec has indicated an intention to nominate for a further term of appointment, which membership would again come up for retirement at the next (2025) Annual General Meeting by operation of clause 11.9 whereby half of the Board Members must retire, but subject to clause 11.13 (a 6 consecutive years limitation) are eligible for re-election.

Following the re-appointment of (Cr) Sonya Meziniec, the absence of two (2) Board Members to replace Stuart French and April Hague will leave the Board membership below the minimum of three (3) Board members required to hold a Board Meeting for any purpose other than to appoint Board Members.

The Board is empowered under clause 12.2 of the Constitution to appoint a person to fill a casual vacancy, and under clause 11.2 to convene a Board Meeting while the number of Board Members is below the minimum to pass resolutions to appoint additional Board Members.

Noting that, subject to the membership provisions in the Constitution, Council may appoint or remove Board Members at any time, either by Council resolution or by exercise of such power by the Chief Executive Officer as the Council Representative.

Several related pieces of work are currently underway and outlined briefly below. Once this work is progressed, further consideration of Board Membership can be undertaken by Council. That will be the subject of future advice to Council.

The Public Officer role will also be nominated and appointed by the Board at the AGM, noting that the current incumbent Michael McCarthy has notified of his intention to retire and not re-nominate at the conclusion of that meeting. It has been recommended that the Public Officer be appointed from the existing pool of Council representatives, Board representatives and Board observers.

### **Other Strategic Activity**

Councillors are aware that there have been updates in regard to the governance structure, strategic direction, operational requirements of the Riddoch Arts and Cultural Trust (RACT) and the Riddoch Arts and Cultural Centre (RACC) which are not detailed in this report. These matters will form the basis of future reports to Council / briefings as and when required.

However, in brief, these have included positive engagement with prior donors and members, progressing consideration of fund raising and donations, application for DGR status for the Riddoch Arts and Cultural Centre, and commencement of work on a “friends” or similar group.

### **DETAILED IMPLICATIONS**



<b>Legal</b>	As an Association incorporated under the Associations Incorporations Act 1985, the Riddoch Arts and Cultural Trust is required to operate in accordance with that legislation, including its registered Constitution, as well as in compliance with other statutory requirements that apply to the activities it intends to undertake.
<b>Financial and Budget</b>	Standing budget allocation of \$25,000 per annum, to be utilised as determined by the Riddoch Arts and Cultural Trust.
<b>Other Resources</b>	Notwithstanding the potential associated with the continuing operation of the Riddoch Arts and Cultural Trust the matters in this report have no additional resource implications for Council.

## RISK ANALYSIS

<b>Consequence</b>	<b>Consequence Rating:</b>	<b>Risk Likelihood Rating:</b>	<b>Risk Rating</b>	<b>Risk Controls and effectiveness</b>	<b>Risk Mitigation Plan</b>
<b>Finance</b>	Minor (2)	Rare (1)	Low	The collection asset is owned / controlled by Council. The Trust is a separate legal entity, which receives an annual standing budget allocation from Council, reducing Council's financial exposure.	The residual risk rating does not fall outside of tolerance, no additional treatments required.
<b>Reputation</b>	Major (4)	Rare (1)	Moderate	The Trust has not yet been formally launched, once the model is mature in its operation, the public relations and promotion will be handled with nuance and rigour.	Environmental scan (PESTEL) to align strategic priorities and operational priorities of the Trust.
<b>Legal / Regulatory / Policy</b>	Major (4)	Rare (1)	Moderate	Requisite support from consultant subject matter expert and legal advice, as required.	Review of governance structure to be undertaken, pending outcome of environmental scan and strategic / operational alignment.



<b>Service Delivery</b>	Insignificant (1)	Rare (1)	Low	Trust is not the operational body for the gallery, however streamlining of roles and responsibilities / relationship between Trust and Council will result in resourcing efficiencies.	The residual risk rating does not fall outside of tolerance, no additional treatments required.
<b>People</b>	Minor (2)	Unlikely (2)	Low	Trust is not the operational body for the gallery, however streamlining of roles and responsibilities / relationship between Trust and Council will result in resourcing efficiencies.	The residual risk rating does not fall outside of tolerance, no additional treatments required.
<b>Infrastructure</b>	Insignificant (1)	Rare (1)	N/A	N/A	N/A
<b>Environmental</b>	Insignificant (1)	Rare (1)	N/A	N/A	N/A

## APPLICATION OF MOUNT GAMBIER 2035

### Learning and Innovation

#### A Vibrant Community

The support and promotion of the Riddoch Art Gallery and Riddoch Art Collections through the Riddoch Arts and Cultural Trust relates to numerous objectives across multiple goals in Council's Mount Gambier 2035 community vision for our regional capital.

## APPLICATION OF STRATEGIC PLAN

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

4.5.2 Work collaboratively with those engaged in the creative industries by bringing together opportunities in the Library, the Main Corner, the Riddoch Art Gallery, the Sir Robert Helpmann Theatre and spaces across the City and establishing and embedding the Riddoch Arts and Cultural Complex [Initiator / Facilitator, Information Provider / Promoter, Partnership, Advocate].

## RELEVANT COUNCIL POLICY

N/A

## IMPLEMENTATION, COMMUNICATION AND ENGAGEMENT



The implementation of matters contained in this report will be conducted by the Administration and Riddoch Arts and Cultural Trust Board (i.e. Board Members and Board Observers).

### **CONCLUSION**

Having considered this update on matters associated with the Riddoch Arts and Cultural Trust, this report contains recommendations that such matters be endorsed by Council and otherwise noted for consideration at the Annual General Meeting in November 2024 and subsequent Board meetings.

### **ATTACHMENTS**

Nil



## 18.10 ELECTION OF LGA PRESIDENT

Author: Kate Gilmore, CEO and Mayoral Executive Support

Authoriser: Sarah Philpott, Chief Executive Officer

### RECOMMENDATION

1. That Council report titled 'Election of LGA President' as presented on Tuesday 15 October 2024 be noted.
2. That Council endorse the following candidate for the 2024 election for Local Government Association President:
  - (a)  
The ballot paper be marked, sealed and returned to the Returning Officer accordingly.

### PURPOSE

In June 2024 the Local Government Association (LGA) sought nominees for the position of LGA President. Council's consideration of the nominations is being sought, with a view to endorsing the preferred candidate.

### BACKGROUND / OPTIONS

Council has received correspondence from the LGA advising that five (5) nominations were received for the position of Local Government Association President and accordingly, an election will occur.

The five candidates, in order of the ballot draw, are:

- Lord Mayor Jane Lomax-Smith – City of Adelaide
- Mayor Michael Coxon – City of West Torrens
- Mayor Kris Hanna – City of Marion
- Mayor Heather Holmes-Ross – City of Mitcham
- Mayor Claire Boan – City of Port Adelaide Enfield

A Candidate Information Sheet for each of the five candidates is attached for information.

Letters of request for support have been received and are attached for information, from:

- Mayor Claire Boan
- Lord Mayor Jane Lomax-Smith (x3)
- Mayor Michael Coxon
- Mayor Heather Holmes-Ross

The election process requires a resolution of Council to determine the candidate it wishes to elect, after which the ballot paper will be marked, sealed and returned to the Returning Officer.

The completed ballot must be received in hardcopy by no later than 5.00pm on Monday, 4 November 2024. The counting of votes will take place on Tuesday, 5 November 2024 at 10.00am.

### CONCLUSION

Council, having been provided with the available candidate information for each of the five (5) nominees for the position of Local Government Association President, is required to consider and resolve their preferred candidate. Upon determination of a preferred

candidate, the ballot paper be marked, sealed and returned to the Returning Officer accordingly.

#### **ATTACHMENTS**

1. Letter from LGA CEO - 2024 President Candidate Information [**18.10.1** - 16 pages]
2. Letter of Support - LGA President Nomination - Claire Boan [**18.10.2** - 2 pages]
3. Letter of Support - LGA President Nomination - Jane Lomax Smith (1) [**18.10.3** - 2 pages]
4. Letter of Support - LGA President Nomination - Jane Lomax Smith (2) [**18.10.4** - 2 pages]
5. Letter of Support - LGA President Nomination - Jane Lomax Smith (3) [**18.10.5** - 1 page]
6. Letter of Support - LGA President Nomination - Michael Coxon [**18.10.6** - 2 pages]
7. Letter of Support - LGA President Nomination - Heather Holmes- Ross [**18.10.7** - 4 pages]



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Our reference: ECM 821580 MW/LM

4 September 2024

Ms Sarah Philpott  
Chief Executive Officer  
City of Mount Gambier  
PO Box 56  
Mount Gambier SA 5290

Dear Sarah

**Election of LGA President**

On 19 June 2024, I wrote to Member Councils calling for nominations for the position of LGA President.

I wish to advise that at the close of nominations (5:00pm on 16 August 2024), the LGA received nominations for five (5) eligible candidates.

I hereby advise that in accordance with clause 29.4 of the LGA Constitution, an election for the position of LGA President will take place.

The five (5) candidates for election are listed below (in the order of the ballot draw):

- Lord Mayor Jane Lomax-Smith (City of Adelaide)
- Mayor Michael COXON (City of West Torrens)
- Mayor Kris HANNA (City of Marion)
- Mayor Heather HOLMES-ROSS (City of Mitcham)
- Mayor Claire BOAN (City of Port Adelaide Enfield)

I have attached a copy of each candidate's information together with a Ballot paper and voting envelopes for your council's completion in accordance with the enclosed instructions.

**I require the ballot paper to be received by me in hard-copy no later than 5:00pm  
Monday 4 November 2024.**



148 Frome Street, Adelaide SA 5000  
GPO Box 2693, Adelaide SA 5001  
(08) 8224 2000 | [lgasa@lga.sa.gov.au](mailto:lgasa@lga.sa.gov.au) | [lga.sa.gov.au](http://lga.sa.gov.au)

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**Voting Instructions**

Pursuant to clause 29 of the LGA Constitution, the casting of the vote by your council must be conducted as follows:

- each Member council shall determine by resolution the candidate it wishes to elect;
- the Delegate of a Member council or in the Delegate's absence, the chair of the meeting for that Member shall mark the ballot paper with an "X" next to the candidate that the Member council wishes elected and seal the ballot paper in the envelope marked "Ballot Paper" and then place this envelope inside the envelope marked "Returning Officer". Before sealing the second envelope marked "Returning Officer" the Delegate must indicate the member council's name on the inside flap of the envelope. The second envelope may then be sealed and delivered to the Returning Officer;
- on receipt of the envelopes the Returning Officer must:
  - open the outer envelope addressed to the "Returning Officer" and record the name of the Member council which appears on the inside flap of the envelope on the roll of Member council's eligible to vote; and
  - place the envelope marked "Ballot Paper" unopened into the ballot box;
- the Returning Officer shall nominate the date, time and place for the counting of votes and shall invite each candidate and a person nominated as the candidate's scrutineer to be present;
- at the counting of the votes the Returning Officer shall produce the unopened envelopes marked "Ballot Paper" and if satisfied that all votes are valid, count the number of votes received by each candidate;
- the candidate with the most votes shall be deemed elected and the Returning Officer shall declare the candidate elected at the Annual General Meeting; and
- in the case of candidates receiving the same number of votes, the Returning Officer shall draw lots at the counting of the votes and the lot drawn will be the candidate elected.

The counting of votes will take place on Tuesday 5 November 2024 commencing at 10:00am.

I am the Returning Officer for this election and I may appoint a Deputy Returning Officer to perform any of the powers, functions or duties described above.

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The successful candidate will take office from the conclusion of the LGA's 2024 Annual General Meeting for a term ending at the conclusion of the 2026 LGA Annual General Meeting.

The LGA is in the final stages of the LGA Constitution Review. Any changes to term-length or committee structure arising through this project will be managed by transitional provisions and will be communicated to Member Councils and Committee Members accordingly.

If you have any queries, please contact me or LGA Manager Corporate Support, Melanie Williams via email to [melanie.williams@lga.sa.gov.au](mailto:melanie.williams@lga.sa.gov.au) or by phoning 8224 2097.

Yours sincerely



Clinton Jury

**Chief Executive Officer**

Telephone: (08) 8224 2039

Email: [clinton.jury@lga.sa.gov.au](mailto:clinton.jury@lga.sa.gov.au)

Attach:

- ECM 821555 – 2024 LGA Elections – Combined Candidate Information - LGA President
- ECM 821459 – 2024 LGA Elections – Ballot Paper - LGA President
- Ballot Paper envelope
- Reply envelope addressed to Returning Officer

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## 2024 LGA Elections

### LGA President – Candidate Information

1. Lord Mayor Jane Lomax-Smith – City of Adelaide
2. Mayor Michael Coxon – City of West Torrens
3. Mayor Kris Hanna – City of Marion
4. Mayor Heather Holmes-Ross – City of Mitcham
5. Mayor Claire Boan – City of Port Adelaide Enfield

## LGA President Candidate Information Sheet

(word limit is strictly 1,000 words)

<b>Name</b>	Lord Mayor, Dr Jane Lomax-Smith AM
<b>Council</b>	City of Adelaide
<b>Local Government Experience &amp; Knowledge</b>	<ul style="list-style-type: none"> <li>• <i>Elected Lord Mayor of Adelaide in 2022.</i></li> <li>• <i>Previously elected and served as Lord Mayor of Adelaide between 1997 and 2000.</i></li> <li>• <i>Served as a Ward Councillor in the City of Adelaide in between 1991 and 1997.</i></li> <li>• <i>Member of various committees and working groups of Council.</i></li> <li>• <i>Member, Patawalonga Catchment Board.</i></li> </ul>
<b>Local Government Policy Views &amp; Interests</b>	<p><i>I will strive for better acknowledgement by State and Federal Governments of the critical role councils play in the wellbeing of communities and the economy. I am therefore a strong advocate for:</i></p> <ul style="list-style-type: none"> <li>• <i>a more equitable share and distribution of our national tax income for local government.</i></li> <li>• <i>developing tools and supporting frameworks for consistent approaches to long term strategic thinking and sound financial management of ratepayer dollars, particularly the management of our assets on behalf of the community.</i></li> <li>• <i>easing the pressures on regional councils who have limited rate revenue and little opportunity for generating other income yet must maintain critical infrastructure assets which not only service local communities but facilitate support for significant sectors of our state economy such as agriculture, mining and regional tourism.</i></li> <li>• <i>establishing more partnering and collaborative arrangements between</i></li> <li>• <i>councils with capacity and councils Who lack critical mass which acts as constraint on their ability to attract full time professional employees in disciplines such as planning.</i></li> <li>• <i>partnering with State Government to create strategies for targeted programs to address rural health challenges, progressively dealing with housing shortages, and fast-tracking funding for jetty renewal and maintenance.</i></li> </ul>



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	<p><i>I am of the view that often, councils are best placed to deliver services and infrastructure that have the most positive impact for their communities because they are tailored to local need. The bargain with the state must be transparent and funding certainty non-negotiable. To achieve this the sector must be unified about when to say yes, when to negotiate an outcome, and when to say no.</i></p>
<p><b>Other Information</b></p>	<ul style="list-style-type: none"> <li>• <i>A pathologist, variously working as a lecturer, clinical pathologist, medical researcher, hospital administrator, director of private pathology practice.</i></li> <li>• <i>2002 state election - elected to the South Australian House of Assembly for the seat of Adelaide.</i></li> <li>• <i>Between 2002 and 2010 served in the South Australian Government as:</i> <ul style="list-style-type: none"> <li>• <i>Minister for Education,</i></li> <li>• <i>Minister for Tourism,</i></li> <li>• <i>Minister for Mental Health &amp; Substance Abuse, and</i></li> <li>• <i>Minister for the City of Adelaide.</i></li> </ul> </li> <li>• <i>Former Chair, Teacher's Registration Board.</i></li> <li>• <i>Former Chair, South Australian Museum Board.</i></li> <li>• <i>2013 - appointed a Member of the Order of Australia for significant service to the community and the Parliament of South Australia.</i></li> <li>• <i>2015 - commissioned to examine options for the post coal-mining future of the township of Leigh Creek and wrote the Leigh Creek Futures report.</i></li> </ul>

**This form must accompany the Nomination Form**



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## LGA President Candidate Information Sheet

(word limit is strictly 1,000 words)

<b>Name</b>	MAYOR Michael Coxon
<b>Council</b>	City of West Torrens
<b>Local Government Experience &amp; Knowledge</b>	<ul style="list-style-type: none"> <li>• 2018 – current - Mayor of the City of West Torrens</li> <li>• 2022 - current – LGASA Board Director</li> <li>• 2022 - current – LGASA Representative – Audit and Risk Committee</li> <li>• 2022 – current – LGASA Representative – Adelaide Coastal Councils Network (ACCN)</li> <li>• 2022 – current – GAROC Member</li> <li>• 2018 - current - Member of Road Safety Group - City of West Torrens</li> <li>• 2018 - 2023 – Vice President – Australian Mayoral Aviation Council</li> <li>• 2012 – 2014 - Chairperson of the Urban Services Committee - City of West Torrens</li> <li>• 2010 - 2012 - Chairperson of the Corporate &amp; Regulatory Committee - City of West Torrens</li> <li>• 2006 - 2014 - Councillor for the City of West Torrens</li> <li>• 2018 – 2022 – Member – Global Covenant of Mayors on Climate Change</li> <li>• 2018 – 2022 Member - Australian Local Government Women's Association of SA</li> </ul>
<b>Local Government Policy Views &amp; Interests</b>	<p>As LGA President, I will provide a non-partisan voice for local government at the State and Federal level on current and emerging matters such as a review of the Financial Assistance Grants (FAGS) funding model, climate adaptation and the environment, Financial Sustainability and ESCOSA, cybersecurity, asset and infrastructure, artificial intelligence (AI) and emerging technology, community wellbeing and engagement and climate change.</p> <p>I look forward to working alongside current LGASA President Dean Johnson and the Secretariat to ensure continuity of leadership and collaboration on all current projects.</p> <p>Whilst the LGASA's remit is to identify issues of state-wide significance to local government and to land on a consensus view for the sector, I will ensure there is support and collaboration between regional and metropolitan Councils, partnering and advocating with the ALGA and other professional associations to enhance relationships and strengthen our advocacy to achieve the best outcome for the sector. Finally, I am excited by the opportunity to contribute to the future success of local government in South Australia and see the need for LGASA to positively promote the sector.</p>



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<p><b>Other Information</b></p>	<p>Since 2018, I have served the City of West Torrens as Mayor. I have worked hard to create a cohesive and united Council and have overseen the redevelopment of many major Council assets, secured the relocation of the Adelaide Football Club from West Lakes to the Thebarton Oval / Kings Reserve Precinct, championed the introduction of a Section 41 – Youth Advisory Committee and strategically positioned our City for ongoing sustainability.</p> <p>I have also worked collaboratively with neighbouring Mayors across the Western region with a recent example being ‘AdaptWest’ our regional response to Climate Change.</p> <ul style="list-style-type: none"> <li>• Post Graduate Diploma of Business (UniSA)</li> <li>• Bachelor of Arts Degree (Adelaide University)</li> <li>• 28 years - Corporate Executive Leadership Roles</li> <li>• 10 years - Board Member West Beach Trust (SA Gov)</li> <li>• 7 years - Board Member Camden Community Centre</li> <li>• 7 years - School Council Member – Plympton International College</li> <li>• 6 years - Member of Governing Body – Thebarton Senior College</li> <li>• 6 years - Member of Lions Club of Adelaide Hellenic</li> <li>• 5 years - Member Airport Over 50’s Community Group</li> <li>• 5 years - Patron of West Adelaide Football Club</li> </ul>
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**This form must accompany the Nomination Form**



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## LGA President Candidate Information Sheet

(word limit is strictly 1,000 words)

<b>Name</b>	<i>Mayor Kris Hanna</i>
<b>Council</b>	<i>City of Marion</i>
<b>Local Government Experience &amp; Knowledge</b>	<p>Mayor of City of Marion since 2014</p> <p>GAROC 2023-2024</p> <p>Councillor, City of Marion 1995-1997</p>
<b>Local Government Policy Views &amp; Interests</b>	<p>When I became Mayor of Marion in 2014, I was fortunate to have the support of Marion councillors in questioning and reviewing every aspect of council operations. It led to a long journey of improvement, placing Marion in a position to complete major projects every year, with ample state and federal government support, while keeping rate rises relatively low.</p> <p>Admittedly, I was critical of the LGA at that time, and it has been pleasing to see improvements in LGA benefits over the years. If councils agree with me that it is time to <b>extensively review the LGA budget and operations, to ensure value for money</b>, then I would be glad to apply myself conscientiously to the task. Of course, I realise such a challenge means working constructively as part of a team with fellow board members and the CEO; I look forward to it.</p> <p>How can we ensure the LGA truly <b>listens</b> to the member councils?</p> <p>I have some quick learning to do about how well SAROC is working. In theory, a unified voice from country Councils would compel improved services from the LGA.</p> <p>I know GAROC hasn't worked well; I'm committed to regularly gathering Metro Mayors around the table, with a simple formula: short briefing(s) on hot topics, questions on those topics, then general discussion of topics raised by the Mayors. When we meet together informally, our collective common sense and wisdom can be expressed and transformed into action.</p> <p>The LGA could be more effective by emphasising <b>practical help</b> more than policy formulation.</p>

	<p>The LGA could be offering practical management consultancy help in the many areas where regional councils either cannot attract or cannot afford to pay for necessary expertise, in a range of areas including financial, environmental, governance and human resources.</p> <p>I'm very conscious that a council like Marion (with about 400 employees) has the luxury of being able to employ specialists in so many areas: project management, water resources, playground design, and so on. The small rate-payer base in many regional councils simply cannot fund the ideal range of professional staff for the many problems facing regional areas. The LGA should provide practical help with these problems.</p> <p>LGA <b>advocacy</b> can be more effective.</p> <p>The strategic goal goes beyond the individual issues raised by Councils: it is to have local government truly respected at the State and Federal level. From my experience as an MP, I know very well how the lobbying process works and how to maximise success. Understanding the legislative process, and being able to read and understand legislation itself, are advantages. I would be able to step into this aspect of the role "on day one".</p> <p>Probably the most important single issue requiring continual advocacy is the <b>constant shifting of costs</b> from State to local government.</p> <p>Every council is aware of the continuing cost impositions of state government onto local government. We need to gather the evidence and lobby more strenuously against this.</p> <p>An example affecting every council is the imposition of the ESCOSA audit. The larger Metro Councils already have an external auditor, and an internal auditor and a highly competent audit committee of independent professionals. They don't need ESCOSA. For the many smaller regional councils, they need practical help, not an invoice for \$40,000+ for a report telling them they need more practical help!</p> <p>Another example is the collection and distribution of the Landscape Levy – the money collected in each council area in no way correlates to the need in each council area.</p> <p>Yet another example, especially pertinent for Metro councils, is the need for another dog/cat detention facility. We can't keep relying on non-government organisations (which councils end up paying) when they cannot always meet demand as it is.</p>
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	<p>Motions about a range of <b>social and political issues</b> regularly turn up at LGA General Meetings – is that the right place for these worthy and noble aspirations? We wouldn't be in local government if we didn't want to make the world a better place in some way. At Marion Council we have developed a culture in the chamber of not getting into debates about the many shortcomings of State and Federal Governments and the international scene – this has left us with more time to properly deal with our own local problems.</p> <p>Of course, the LGA must respond to concerns raised by every Council raised, but I would be encouraging all of us to focus on the issues where we can readily and powerfully make a positive difference, in the areas under our direct control; at the same time, encouraging the State and federal Governments to do what they are meant to be doing for us all.</p>
<p><b>Other Information</b></p>	<p>Over 30 years as a lawyer, including a period of running and managing a small legal practice. Helped ordinary people with extraordinary problems, particularly with employment disputes. I also developed expertise helping nonprofit associations with management issues, including drafting/revising over 200 constitutions.</p> <p>Law degree with Honours.</p> <p>In the past served on boards of diverse organisations such as the Victim Support Service, the Multifaith Association and school councils.</p> <p>In State Parliament (Member of the House Assembly)              1997–2010.</p>

**This form must accompany the Nomination Form**



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## LGA President Candidate Information Sheet

(word limit is strictly 1,000 words)

<b>Name</b>	<i>Dr Heather Holmes-Ross</i>
<b>Council</b>	<i>City of Mitcham</i>
<b>Local Government Experience &amp; Knowledge</b>	<p>I have served as Mayor of Mitcham since 2018 and as a GAROC representative for the past four years, currently holding the position of GAROC Chair. Since April 2022, I have also been a member of the LGA board. I see my role as Mayor as one of listening and advocacy, which has driven me to establish strong relationships with councillors, our CEO, council staff, local MPs, and community members. By proactively engaging with community groups, schools, universities, and businesses, I have been able to understand and address their diverse needs, facilitating partnerships that benefit all parties involved.</p> <p>I have successfully advocated for my community, securing grant funding and policy changes that directly benefit our residents. At the sector level, I have worked diligently to build strong relationships with fellow Mayors, councillors, LGA staff, and government MPs. My election as LGA board member and GAROC Chair reflects the trust my peers place in my abilities. I have also proudly represented the sector in several occasions including on panels at the 2022 and 2023 ALGA National General Assemblies.</p> <p>Through my role on GAROC, I have developed a comprehensive understanding of the common issues and concerns faced by metropolitan councils. Through my role on the LGA board, I have gained an excellent understanding of the workings of the LGA and broadened my knowledge of the regions. Having spent my childhood (Alice Springs) and teen years (Deniliquin, NSW) in regional Australia, I am aware of the joy of country living and the harsh realities of rural life. I have recently travelled to a number of regional LGA board meetings to further expand my knowledge of the regions and better understand the concerns of rural councils.</p>
<b>Local Government Policy Views &amp; Interests</b>	<p>Like many of us in local government my passion lies in building happy, resilient, and empowered communities. I believe collaboration is key, whether among stakeholder groups within local government areas or across the sector as a whole. The LGA is uniquely positioned to strengthen the long-term financial, environmental, and social sustainability of the sector through advocacy, promotion, and facilitation. My goal is to</p>



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	<p>support the LGA in being as effective as possible in these endeavours.</p> <p>Financial sustainability is a pressing issue for the sector, particularly in the face of rising living costs, the state government oversight through ESCOSA and the federal government's shift to tied grant funding. The challenge is to become more efficient, delivering more with less and exploring opportunities for additional revenue generation. The LGA can play a crucial role in facilitating the spread and adoption of innovative solutions being trialed by councils across the sector.</p> <p>For example, last year, the LGA supported the District Council of Murray Bridge and City of Mitcham in a joint power procurement trial, which resulted in Murray Bridge saving upwards of \$350k per annum, while Mitcham is set to save \$10 million over the next ten years. Opportunities like this can be expanded to benefit other councils, with the LGA leading the way in facilitating such initiatives.</p> <p>Similarly, several councils are currently involved in programs with Adelaide's universities for graduates who would probably not have considered a career in local government. These programs are very successful in attracting and retaining talented and enthusiastic young people, helping address skills shortage and positioning local government as employers of choice. I am keen to see the LGA support and extend these opportunities.</p> <p>Additionally there are opportunities for cost savings through shared services, and collaborations with the private sector. There is also interest by member councils in working together to tackle or advocate on common issues such as the Adelaide freight by-pass or eliminating childcare deserts.</p> <p>It is my wish help the LGA be more clear with its purpose, play a leadership role in facilitating collaborations, and advocate effectively on behalf of the sector.</p>
<p><b>Other Information</b></p>	<p>I came to local government from a background in business and academia. I have a PhD in chemistry from Flinders Uni which means I am trained to investigate, problem solve and collaborate. In turns out that these are handy skills for navigating the intricacies of local government. I have an excellent understanding of finances and business management. The hospitality business, the Artisan Cafe, which my chef husband and I founded and managed for 10 years was recognised for excellence several times, with a highlight our being awarded the Australian Cafe of the Year in 2017 by our industry body. Our latest venture, The Lost Dice, is a board</p>



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game cafe located in the Adelaide CBD which services a wonderfully diverse community.

I believe small businesses play a pivotal role in community development, and supporting local economies leads to better outcomes for everyone. I previously founded a "shop local" and social inclusion movement in our area, which resulted in both economic and social benefits for the community. I am deeply interested in finding the best ways to support our business communities, allowing them to thrive and give back to the communities that support them.

Since early 2019, I have served as a director on the East Waste board, a subsidiary of eight councils responsible for waste transport. Additionally, our council has chaired Region 7 of the Murray Darling Association, representing the Adelaide metropolitan area. Waste and water management present significant challenges for the sector, but there are also opportunities for local government to lead the way through best practices and embracing the circular economy.

I am the Local Government Representative on the Australia Day Council SA board. I take great pride in the council's work celebrating Australians who exemplify our nation's best qualities. Shining a spotlight on ordinary Australians doing extraordinary things inspires hope for a respectful and inclusive future.

**This form must accompany the Nomination Form**



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## LGA President Candidate Information Sheet

(word limit is strictly 1,000 words)

<b>Name</b>	Claire Boan
<b>Council</b>	City of Port Adelaide Enfield
<b>Local Government Experience &amp; Knowledge</b>	<ul style="list-style-type: none"> <li>• Councillor Parks Ward (PAE) 2010 - 2014</li> <li>• Councillor Port Ward (PAE) 2014 - 2018</li> <li>• Mayor of PAE 2018 - current</li> <li>• GAROC member 2020 - current</li> <li>• LGA Board of Directors 2020 - current</li> <li>• Chair LGR&amp;DS Advisory Committee 2022 - current</li> <li>• Member LGA Nominations Committee 2022 - current</li> <li>• Previous member of:             <ul style="list-style-type: none"> <li>○ PAE Council Assessment Panel</li> <li>○ PAE Audit Committee Chair</li> </ul> </li> </ul>
<b>Local Government Policy Views &amp; Interests</b>	<p>As the Mayor of PAE, I have been part of leading strategic plans and pivotal projects within our council area. Ensuring our assets are effectively maintained is a priority, along with providing places people love to live in and visit. Councils must first look to ensure our key responsibilities are successfully managed and provided for our rate payers.</p> <p>With 14 years of experience in local government, I have developed a deep understanding of the challenges and opportunities we face. My background in education has equipped me with the skills to navigate complex issues and find innovative solutions. Of late, I'm particularly interested in good governance and that strategic direction support is provided for effective Local Government outcomes. Community connectedness is also threaded in all that we do; through engagement, services and relationships with those we represent.</p> <p>The LGA Board is an opportunity to collaborate with the wider network of councils, ensuring effective communication and common Local Government knowledge. Advocacy for Local Government concerns, to both State and Federal Government, alongside a strong focus on Local Government core business, is critical in effective management of the matters raised with the LGA. I support the LGA of SA and its role within the Australian Local Government sector.</p> <p>I believe clear and strong leadership is essential, alongside maintaining and developing respectful relationships within our sector and those we work with. This is something I have demonstrated over my past six years as Mayor and four years</p>



The voice of local government.

	representing councils on GAROC and the LGA Board. I am committed to bringing continued dedication to this role.
<b>Other Information</b>	<ul style="list-style-type: none"><li>• Bachelor of Primary Education (teaching and coordinator roles 2005-18)</li><li>• Justice of the Peace 2020 - current</li><li>• Green Adelaide (SA Gov) Board Member 2020 - 2024</li><li>• Green Adelaide Audit and Risk Committee 2023 - 2024</li><li>• CAWRA MRF Board Member 2020 - current</li><li>• Patron of Local Clubs</li></ul>

**This form must accompany the Nomination Form**



PORT  
ADELAIDE  
ENFIELD

Office of the Mayor

19 August 2024

Dear Mayor Martin and Councillors of the City of Mount Gambier

**Letter of Support - LGA President Nomination**

I'm writing to share with you my desire to represent our sector as President of the Local Government Association of South Australia, and to seek your support in my nomination.

I've been an elected member with the City of Port Adelaide Enfield for fourteen years, six of those as Mayor. I spent my early years in the Adelaide Hills on a dairy farm and continue to have close family connections to the area, was then educated in the Lower Lakes and Coorong region as my family continued their farming journey, before moving to Adelaide and Perth for my tertiary education. My qualifications led me into teaching for over fifteen years and living across Adelaide in various metropolitan regions. With this varied life background I have an understanding of the vastly different needs of our rural, regional and suburban regions.

As a current sitting member of the Board of Directors, I have been clear in my position that local government should remain true to our core responsibilities. Too often, we are loaded with expectations from other levels of government and our communities, creating distractions and responsibilities which are difficult to meet and maintain.

Councils have shared their priorities for the LGA to turn their focus to, to provide future direction to the board and administration. Besides this, we must also remain agile in our response to Councils as support is required. Recently, the LGA has supported Councils through campaigns focussed on the vital importance jetties place on our regional communities, the need for state funding to our library services as they play a crucial part of our connection and service to our communities, and assistance for councils through the current changes of the LG Act and Election period.

To understand more about my range of experiences supporting Local Government, I share the following:

- Mayor Port Adelaide Enfield (2018-current)
- Councillor Port Adelaide Enfield Council (2010-2018)
- Member of the LGA Board of Directors (2020-current)
- Chair of the LG Research and Development Schemes Advisory Committee (2022-current)
- Committee member of the Local Government Association Nominations Committee (2022-current)
- Committee Member Greater Adelaide Region Organisation of Councils (GAROC) (2020-current)
- Green Adelaide Board Member (Landscape Board) (June 2020 – June 2024)
- CAWRA Board Member (Material Recovery Facility – City of Port Adelaide and City of Charles Sturt) (2020-current)
- Audit and Risk Committee for Green Adelaide (2023-2024)

As President, I will continue to advocate for Local Government across South Australia and look forward to working alongside you in this role. I care deeply for Local Government and know that I will be an honest voice for all of us who work and serve in our roles, representing our communities through our councils.

I encourage you to reach out to discuss any matters you would like to raise with me or questions you have about my nomination for this position.

Kind regards,



Claire Boan  
**Mayor**

Email: [claire.boan@cityofpae.sa.gov.au](mailto:claire.boan@cityofpae.sa.gov.au)



**OFFICE OF THE LORD MAYOR**

23 August 2024

Dear Colleague,

You will be aware that I seek election to be President of the Local Government Association of South Australia (LGA). I have been an elected member, advocate and partner of Local Government projects for three decades.

Being local is the core of Council activity. The cries of cost savings and efficiency that are often the backbone of arguments calling for a rationalisation of Councils are a distraction from the real and much more significant costs that challenge every Council across our state: the costs of delivering the infrastructure and services that make local communities function and prosper.

Every Council across our state is different, but all share many of the same challenges. We facilitate and provide for:

- community health and wellbeing,
- ease of movement on our public thoroughfares and infrastructure,
- economic activity in our main streets and industrial zones,
- visitor attractions, and
- public infrastructure and community amenities.

The role of the LGA is to strive and help all Councils to best deal with our common challenges, providing frameworks and tools for consistent approaches.

But it does not end there. The LGA must articulate our collective vision to State and Federal Governments. We must do better to convince the other spheres of government that, given greater capacity through fairer distribution of funding, our capacity to partner and deliver more to our common constituency will grow exponentially.

Councils are often best placed to deliver services, using local businesses and providers where possible, but we are hampered by a lack of fair funding for our enterprise. There is tremendous potential for us to do more but the negotiations must be fair and equitable.

Councils are constantly subjected to cost-shifting, having to deliver policy initiatives from State and Federal Governments, and yet failing to be given sufficient funding.

Regional Councils in particular strain under the pressure of managing limited rate revenues while managing significant infrastructure that not only sustains their region and townships but supports sectors critical to our State economy, such as agriculture, mining and tourism.

The cost of maintaining thousands of kilometres of roads that play a significant role in the transport of freight vital to our export growth and the State economy is overwhelming for our Regional Councils.

I want to lead the LGA in order to be part of a systemic approach to negotiating with State and Federal Governments to recognise that these are not just local roads but arteries for the economic success of South Australia.

In this era of greater government transparency, our sector is well placed to garner public support for our cause because the services and the infrastructure we deliver have the most immediate and most visible impact.

As this election will appoint a metro-Adelaide Mayor, I offer myself for election knowing I am one of the few metropolitan Mayors who has visited every township, school, visitor information centre, jetty, regional museum and gallery in our state. I ask you to consider giving me your support when your Council makes its decision about casting a vote.

My background, my experience and my record of public service, I believe, shows that I have the requisite experience, work ethic, negotiating skills, and the leadership qualities to sit at the table with Government and articulate a case for change.

To do this I need your support and the vote of your Council to elect me President of the LGA.

Kind regards,



Dr Jane Lomax-Smith  
**LORD MAYOR**



**OFFICE OF THE LORD MAYOR**

30 August 2024

Dear Colleague,

I am writing to you directly in your position as an elected member of a regional Council which will shortly be asked to vote for one of the metro-Adelaide Mayors nominated to be President of the Local Government Association (LGA). I want you to know why I am standing.

South Australian councils are confronting the impact of massive increases in infrastructure maintenance and replacement costs, coupled with the risk this poses to our ongoing financial sustainability. This is exacerbated by a failure of other levels of Government to understand the gravity of the situation and their continued tendency to cost shift.

I know that regional councils, with limited rate revenue and limited opportunities for generating alternate income, are even more acutely affected by this situation. Your councils bear the added burden of maintaining critical infrastructure assets like roads and jetties, which not only service local communities and towns spread across wide geographical areas but also support significant sectors of the South Australian economy.

This is clearly inequitable, and that's without even commenting on:

- economic development,
- education and training needs,
- library funding,
- access to healthcare,
- housing shortages, and more.

Whilst I live in the city, I have visited every town and community where there is a school, a visitor information centre, a museum, a foreshore jetty or other tourism destination in our fabulous State.

During my first term as Lord Mayor, I hosted a workshop and dinner for regional Mayors at the Adelaide Town Hall about how the City can be more welcoming for visitors from South Australia's regions and understanding the varied reasons for their travel. This is something I plan to do again regardless of the outcome of this election.

Further, as a Minister in State Government, I had the opportunity to partner with Councils to invest in infrastructure, having an understanding their capacity for timely and cost-effective delivery, using local resources and enlisting local businesses.

I do not underestimate the ability of rural and regional Councils to punch above their weight, but the stakes are higher than they have ever been and the need for the LGA to support them is even more acute.

To do this I believe the LGA has two responsibilities to you. The most obvious is the need for strong, clear, and strategic advocacy on your behalf. The LGA must also adjust organisationally to improve its responsiveness to Councils who are doing it tough. This must be systematic and transparent, and it must be adequately resourced, which may well mean reducing the focus on other activities.

Should I be elected, my ambition as an experienced leader in Local and State Government is to recast and build upon our relationships; firstly, between the LGA and its constituent councils, secondly between our sector and the wider community, and thirdly to strongly and constructively advocate on behalf of all councils for fair and equitable funding from State and Federal Governments.

I emphasise however, that I will be putting particular effort into making sure that the LGA support is specifically tailored to assist regional councils.

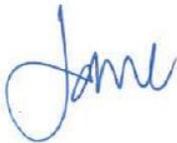
Given that Local Government generates the lowest tax income of all three levels of government across the nation, in the vicinity of 4% of all government tax revenue, councils must be frugal and effective. Time and again we deliver value for every dollar.

While I hope all 68 councils cast their vote, I do know that in the past there have been occasions when that has not been the case.

I urge all councils to use this opportunity to use their vote. In doing so, I ask for your support and the vote of your Council to elect me as President of the LGA.

If there are matters that you wish to raise with me, I would be pleased to receive your call on 0481 478 886.

Kind regards,



Dr Jane Lomax-Smith  
**LORD MAYOR**



**OFFICE OF THE LORD MAYOR**

26 September 2024

Dear Colleague,

Voting has well and truly begun for the next President of the Local Government Association of South Australia.

I have had the chance to meet with and speak to many of you, Mayors and Councillors alike. Thank you for answering my phone calls and thank you for calling me directly. If I haven't spoken directly with you, I provide a short personal message:

<https://www.youtube.com/watch?v=5Olb8gZndA4>.

While I don't want to elaborate too much, I did want to use this letter to encapsulate simply the messages contained in my previous correspondence to you – I am an experienced advocate and campaigner, a policy “wonk” who can articulate the argument for change, and a leader who is prepared to listen to many voices.

Most of all I want to change the same old tired perceptions of Councils and reassert the positive role we play in our communities.

We are a force for good. Our elected representatives and hard-working administrations unite to deliver a suite of services to our community, whether that be fixing footpaths or caring for our parks and gardens.

We are their best representatives. We deliver value for money to provide infrastructure and services of quality, yet many Councils face the uncertainty of being financially unsustainable.

That must change.

We must meet the moment, show unity and focus on a shared goal: making other tiers of government aware that we are a force critical to ensuring the future prosperity of our State.

If I am elected in November, I'll make that argument for all of us.

Thank you all for considering my nomination, giving me the opportunity to explain why I have thrown my hat in the ring and what I can offer should I be elected to represent the local government sector.

Kind regards,

A handwritten signature in blue ink that reads "Jane".

Dr Jane Lomax-Smith  
**LORD MAYOR**

From the Office of the Mayor



3 September 2024

Dear Mayors, Councillors and CEOs

**Local Government Association SA (LGASA) President Nominations**

I am formally seeking your support for my nomination to the position of **President of the Local Government Association of South Australia (LGASA)**.

As the current Mayor of the City of West Torrens, I have the privilege of leading a vibrant and diverse community, and I am enthusiastic about the opportunity to contribute to the broader local government sector at a 'State-wide' level.

Throughout my 14 years on Council (6 years as Mayor), I have demonstrated a strong commitment to effective governance, community engagement, and sustainable development. Under my leadership, the City of West Torrens has achieved many significant milestones, including improved infrastructure, enhanced community services, and strengthened local businesses. Most recently, securing the relocation of the Adelaide Football Club (AFC) from West Lakes to our Thebarton Oval / Kings Reserve Precinct. My ability to foster collaboration among my councillors, community organisations, and local businesses has been instrumental in driving these achievements.

One of my key priorities has been advocating for the interests of our community at both State and Federal levels. I have actively engaged with Government Ministers, Local MPs and key stakeholders to secure funding for vital projects, ensuring that our community's needs are met. An example of this is the current project to upgrade the West Torrens Council-owned Thebarton Theatre.

In addition to my role as Mayor, I have served on various committees and boards, including 2 years as a Board Director of LGASA with 2 years as a member of the Audit and Risk Committee, 2 years as a Board representative on the Adelaide Coastal Councils Network (ACCN) and 2 years as a member of the Greater Adelaide Region of Councils (GAROC).

This experience has provided me with a broad understanding of the complexities and challenges faced by all of our 68 local councils across South Australia, as well as the importance of advocating for equitable policies and resources and, has honed my ability to navigate complex policy landscapes and build consensus among stakeholders while maintaining respectful relationships.

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I am confident that my leadership experience, dedication to community service, and passion for local government ensures my strong candidacy for the position of President of the LGASA. I am excited by the opportunity to contribute to the future success of local governments in South Australia and to work collaboratively with **all councils** to achieve our shared goals.

As President of the LGASA, I will be committed to promoting the interests of all councils in South Australia, fostering collaboration, and advocating for policies that support sustainable and resilient communities. My focus areas for the LGASA include:

**Strengthening advocacy efforts:** ensuring that the voices of **all councils** are heard and that their needs are effectively represented at both the State and Federal levels. **Politically, I am non-partisan.**

I have respect for all leaders in our political system and am professional in all my undertakings with them. I am committed to advocacy for both regional and metropolitan council key issues including (but not limited to) addressing the current housing crisis, a review of the formula for the determination of Financial Assistance Grants (FAGS), blackspot funding, aged care funding, and community development funding.

**Positively promoting the Local Government sector:** I am fully committed to LGASA actively promoting the 'good news' stories of Councils and the positive role we play in our communities.

**Promoting innovation and best practices:** facilitating knowledge sharing and collaboration among **all councils** to continually drive innovation and the adoption of best practices in local governance to address ongoing infrastructure delivery, financial sustainability (ESCOSA), cybersecurity threats, asset and infrastructure maintenance, cultural awareness, and artificial intelligence and emerging technologies.

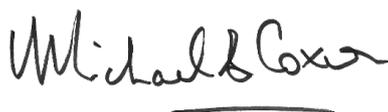
**Enhancing community engagement:** developing tools for **all councils** to support the continued engagement with their communities in meaningful ways to ensure that local government actions reflect the aspirations and needs of their residents.

**Supporting sustainable development:** advocating for policies and initiatives that promote environmental sustainability, economic growth, and social well-being across all communities with a continued focus on our sector's response to climate change and local government responsibilities of waste management.

Thank you for considering my application and, should you wish to discuss any aspect of the information provided, please feel free to contact me on 0402 212 002 or at [mayorcoxon@wtcc.sa.gov.au](mailto:mayorcoxon@wtcc.sa.gov.au).

In closing, I respectfully request this letter be included in your council agenda with my nomination information.

Yours sincerely



**Michael Coxon B.A., Grad. Dip. Prop.**  
**Mayor**  
**City of West Torrens**



OFFICE OF THE MAYOR

10 September 2024

Dear Mayor Martin

I am writing to ask for your support in the upcoming election for President of the LGASA.

I have described my experience and views as part of my LGA nomination form and have attached the document to the bottom of this email, however, I recently contacted your councillors seeking their thoughts on the role and performance of the LGA, so I wanted to circle back. I've had some great conversations with councillors and mayors to better understand which services are most valued and where we can grow, and my position and priorities have been guided by the feedback I received.

I've heard strong support for the LGA subsidiaries, the Local Government Finance Authority, and LGA Mutual Liability and Workers Compensation schemes. People also appreciate staff training and the Mayor & CEO events. However, I believe we must do more to clearly define and communicate the roles and value of the LGA and its committees (SAROC, GAROC) to members.

My priority as President will be to ensure that the LGA continues to evolve and support all councils, from metro to regional. I'm committed to listening, engaging with members, and driving collaboration to make our collective voice stronger. With the challenges we face today, our association must become even more effective in delivering results that matter. I believe I can lead the LGA toward that future by focusing on three key areas:

#### 1. Financial Sustainability

I see great potential for councils to save resources and improve services through collaboration, including:

- Facilitate partnerships between metro and regional councils, enabling shared services—like planning or Environmental Health Officers—to boost efficiency.
- Reduce costs for councils by expanding the LGA's procurement services, such as the successful electricity tenders of Mitcham and Murray Bridge.
- Create opportunities to share ideas across the sector, so we stop reinventing the wheel!
- Prioritise research and development to explore potential new efficiencies and income streams.
- Position local government as an employer of choice, ensuring we attract and maintain top talent.

#### 2. Stronger Advocacy

Our collective voice can be a powerful tool in addressing the issues facing local government, but we need to shift from just identifying problems to proposing solutions:

- Encourage and facilitate discussions and problem solving around common concerns, going beyond regional divisions.
- Launch targeted campaigns that leverage our numbers and increase our influence.
- Build our reputation as a vital and respected level of government.
- Better communicate our successes both within and beyond our sector to strengthen our standing.

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www.mitchamcouncil.sa.gov.au



### 3. Support for Members

Support must be at the heart of the LGA's mission, ensuring that all members feel a sense of pride and belonging:

- Expand training opportunities to encourage elected members to keep developing skills, perhaps leading to micro-credentials.
- Provide inhouse legal and governance advice to ensure strong decision-making, and decrease the sector-wide legal spend
- Promote well-being and resilience throughout the sector, so we're equipped to face challenges.
- Develop leadership and mentoring programs for elected members and CEOs to foster growth.

### A Future Full of Opportunity

I am keenly aware of the financial and societal pressures that our communities are facing. Times are tough and uncertain, and our people are looking to us for leadership. Yet, as a sector, we have the ability to turn these challenges into opportunities. With my experience as a mayor, small business owner, and scientist, I see great possibilities ahead—particularly in areas like renewable energy, decarbonisation, and the advancement of AI. These shifts open doors for collaboration with other councils, government bodies, and private industry. As a sector, we need to be ready to take the lead, adapt, and signal our readiness to be part of the solution.

There's so much expertise within our sector, and I believe that by improving how we communicate, collaborate, and innovate, we can unlock great outcomes. I'm committed to making the LGA a stronger, more effective voice for local government, and I'd be honoured to lead that effort as President.

Thank you for your consideration.

Kind regards,

Heather

**Dr Heather Holmes-Ross**  
**MAYOR**

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### LGA Nomination Form

**Mayor – Dr Heather Holmes-Ross**

#### **LG Experience & Knowledge:**

I have served as Mayor of Mitcham since 2018 and as a GAROC representative for the past four years, currently holding the position of GAROC Chair. Since April 2022, I have also been a member of the LGA board.

I see my role as Mayor as one of listening and advocacy, which has driven me to establish strong relationships with councillors, our CEO, council staff, local MPs, and community members. By proactively engaging with community groups, schools, universities, and businesses, I have been able to understand and address their diverse needs, facilitating partnerships that benefit all parties involved.

I have successfully advocated for my community, securing grant funding and policy changes that directly benefit our residents. At the sector level, I have worked diligently to build strong relationships with fellow Mayors, councillors, LGA staff, and government MPs. My election as LGA board member and GAROC Chair reflects the trust my peers place in my abilities. I have also proudly represented the sector in several occasions including on panels at the 2022 and 2023 ALGA National General Assemblies.

Through my role on GAROC, I have developed a comprehensive understanding of the common issues and concerns faced by metropolitan councils. Through my role on the LGA board, I have gained an excellent understanding of the workings of the LGAs and broadened my knowledge of the regions. Having spent my childhood (Alice Springs) and teen years (Deniliquin, NSW) in regional Australia, I am aware of the joy of country living and the harsh realities of rural life. I have recently travelled to a number of regional LGA board meetings to further expand my knowledge of the regions and better understand the concerns of rural councils.

#### **Local Government Policy Views & Interests:**

Like many of us in local government my passion lies in building happy, resilient, and empowered communities. I believe collaboration is key, whether among stakeholder groups within local government areas or across the sector as a whole. The LGA is uniquely positioned to strengthen the long-term financial, environmental, and social sustainability of the sector through advocacy, promotion, and facilitation. My goal is to support the LGA in being as effective as possible in these endeavours.

Financial sustainability is a pressing issue for the sector, particularly in the face of rising living costs, the state government oversight through ESCOSA and the federal government's shift to tied grant funding. The challenge is to become more efficient, delivering more with less and exploring opportunities for additional revenue generation. The LGA can play a crucial role in facilitating the spread and adoption of innovative solutions being trialled by councils across the sector.

For example, last year, the LGA supported the Rural City of Murray Bridge and City of Mitcham in a joint power procurement trial, which resulted in Murray Bridge saving upwards of \$350k per annum, while Mitcham is set to save \$10 million over the next ten years. Opportunities like this can be expanded to benefit other councils, with the LGA leading the way in facilitating such initiatives. Similarly, several councils are currently involved in programs with Adelaide's universities for

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graduates who would probably not have considered a career in local government. These programs are very successful in attracting and retaining talented and enthusiastic young people, helping address skills shortage and positioning local government as employers of choice. I am keen to see the LGA support and extend these opportunities.

Additionally, there are opportunities for cost savings through shared services, and collaborations with the private sector. There is also interest by member councils in working together to tackle or advocate on common issues such as the Adelaide freight by-pass or eliminating childcare deserts. It is my wish help the LGA be clearer with its purpose, play a leadership role in facilitating collaborations, and advocate effectively on behalf of the sector.

**Other Information:**

I came to local government from a background in business and academia. I have a PhD in chemistry from Flinders Uni which means I am trained to investigate, problem solve and collaborate. In turns out that these are handy skills for navigating the intricacies of local government. I have an excellent understanding of finances and business management. The hospitality business, the Artisan Cafe, which my chef husband and I founded and managed for 10 years was recognised for excellence several times, with a highlight our being awarded the Australian Cafe of the Year in 2017 by our industry body. Our latest venture, The Lost Dice, is a board game cafe located in the Adelaide CBD which services a wonderfully diverse community.

I believe small businesses play a pivotal role in community development, and supporting local economies leads to better outcomes for everyone. I previously founded a "shop local" and social inclusion movement in our area, which resulted in both economic and social benefits for the community. I am deeply interested in finding the best ways to support our business communities, allowing them to thrive and give back to the communities that support them.

Since early 2019, I have served as a director on the East Waste board, a subsidiary of eight councils responsible for waste transport. Additionally, our council has chaired Region 7 of the Murray Darling Association, representing the Adelaide metropolitan area. Waste and water management present significant challenges for the sector, but there are also opportunities for local government to lead the way through best practices and embracing the circular economy.

I am the Local Government Representative on the Australia Day Council SA board. I take great pride in the council's work celebrating Australians who exemplify our nation's best qualities. Shining a spotlight on ordinary Australians doing extraordinary things inspires hope for a respectful and inclusive future.

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## 18.11 POLICY REVIEWS

Author: Ashlee Pasquazzi, Executive Administrator Corporate and Regulatory Services

Authoriser: Jane Fetherstonhaugh, General Manager Corporate and Regulatory Services

### RECOMMENDATION

1. That Council report titled 'Policy Reviews' as presented on Tuesday 15 October 2024 be noted.
2. That the following reviewed and amended policies be hereby endorsed and adopted:
  - (a) Members - Allowances, Reimbursements, Benefits and Facilities - M405
  - (b) Members - Mayor Seeking Legal Advice - M270

### PURPOSE

To present policies and procedures which are recommended for adoption, amendment or revocation for Council's endorsement and information.

### SUMMARY OF IMPLICATIONS AND BENEFITS

#### Implications

- Policies that are non-compliant with legislative requirements or do not reflect current practices increases Council's exposure and also reduces transparency / accountability of decision-making processes.
- Significant delay or stagnation in review schedules may lead to inefficiencies and / or incorrect decisions, operations or functions being carried out, reducing resource efficiency.

#### Benefits

- A regular periodic review schedule is one of the controls Council's employs to ensure Council is compliant with mandatory policies and codes under by the *Local Government Act 1999* (the Act).
- Policies provide transparency and accountability measures for our community and ensure appropriate management of public funds.
- Regular reporting on outstanding policies to the Audit and Risk Committee and Council similarly ensures transparency and accountability and provides a level of assurance for the decision-making body.

### BACKGROUND / OPTIONS

Council periodically reviews its policies and procedures during each Council term, unless legislative provisions require otherwise, to ensure they remain up to date with legislative, administrative or civic requirements, Council and community expectation and emerging practices in the sector.

Following the Interim Audit carried out in May 2023, the review of all policies and procedures continues with progress tracked against an action plan and regular reporting to the Executive Leadership Team and Audit and Risk Committee.



Following the last Council meeting on 17 September 2024, 12 of Council’s 78 policies need to be reviewed or updated. This includes one (1) of policies presented in this report and two (2) policies that are currently temporarily suspended.

<b>Policy:</b>	<b>Proposed Changes:</b>
Members - Allowances, Reimbursements, Benefits and Facilities - M405	<ul style="list-style-type: none"> <li>This policy has been amended in line with legal advice from Norman Waterhouse Lawyers, to bring into line with the requirements under ss 77 and 78 of the Act, as well as the Local Government (Members Allowances and Benefits) Regulations. The changes relate specifically to the discretionary reimbursement to Members for the use of information communication technology. Due to the prescriptive nature of the requirements, a decision was made by ELT to include ‘Transitional Provisions’ and make the necessary policy amendments now, rather than waiting for the commencement of the new Council term.</li> </ul>
Members - Mayor Seeking Legal Advice - M270	<ul style="list-style-type: none"> <li>No changes have been made. Consideration was given to merging this policy with M270, however upon review by ELT it was felt that the policy had a subject-specific purpose which warranted a stand-alone document.</li> </ul>

The reviewed policies are **attached** with changes tracked for Council’s consideration.

### DETAILED IMPLICATIONS

<b>Legal</b>	The <i>Local Government Act 1999</i> and other Acts require Council to adopt certain ‘mandatory’ policies. Except where prescribed there is no legislative requirement to review policies with any particular frequency or time period, however it is practically necessary and a common sector practice. Council has resolved to review each policy at least once during the Council term (i.e. during the period November 2022 to November 2026). Noting policies should be reviewed prior to the election caretaker period commencing in August / September 2026.
<b>Financial and Budget</b>	N/A
<b>Other Resources</b>	The review of policies does not itself manage risk, except where there is a requirement to review within a certain timeframe. However, the continual periodic review of policy provisions to ensure their currency assists with managing relevant risks. Similarly, in circumstances where the risk of adopting policy that is at variance to legislative requirements, there is a risk in the premature review of policy ahead of other supporting resources.

### RISK ANALYSIS

<b>Consequence</b>	<b>Consequence Rating:</b>	<b>Risk Likelihood Rating:</b>	<b>Risk Rating</b>	<b>Risk Controls and effectiveness</b>	<b>Risk Mitigation Plan</b>
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<b>Finance</b>	Insignificant (1)	Rare (1)	Low	Appropriate financial delegations.	Internal financial protocols. Procurement Policy.
<b>Reputation</b>	Minor (2)	Unlikely (2)	Low	Proactive approach and transparency for the community.	Regular reports to Council on outstanding policies. Quarterly reporting to Audit and Risk Committee.
<b>Legal / Regulatory Policy</b>	Major (4)	Rare (1)	Moderate	Develop policies that comply with relevant regulations to minimise exposure.	Regularly examining policy provisions to remain current.
<b>Service Delivery</b>	Minor (2)	Rare (1)	Low	N/A	N/A
<b>People</b>	Catastrophic (5)	Rare (1)	High	Ensure correct management of public resources.	Up to date staff knowledge. Induction process for new employees.
<b>Infrastructure</b>	Insignificant (1)	Rare (1)	Low	N/A	N/A
<b>Environmental</b>	Insignificant (1)	Rare (1)	Low	N/A	N/A

#### APPLICATION OF MOUNT GAMBIER 2035

N/A

#### APPLICATION OF STRATEGIC PLAN

##### Goal 5 Our Commitment

5 Our Commitment

#### RELEVANT COUNCIL POLICY

[Members - Allowances, Reimbursements, Benefits and Facilities - M405](#)

[Members - Mayor Seeking Legal Advice - M270](#)

#### IMPLEMENTATION, COMMUNICATION AND ENGAGEMENT

The updated policies are intended to be managed in accordance with the review schedule framework already in place / operation.

#### CONCLUSION



This report recommends the following reviewed and amended policies for Council's endorsement:

- Members - Allowances, Reimbursements, Benefits and Facilities - M405
- Members - Mayor Seeking Legal Advice - M270

#### **ATTACHMENTS**

1. DRAFT - Council Policy M270 - Members - Mayor Seeking Legal Advice [**18.11.1** - 3 pages]
2. DRAFT - Council Policy M 405 - Council Members - Allowances and Benefits [**18.11.2** - 18 pages]



 City of Mount Gambier	<b>M270 MEMBERS - MAYOR SEEKING LEGAL ADVICE</b>	
	<b>Version No:</b>	2
	<b>Issued:</b>	October 2024
	<b>Next Review:</b>	October 2027

## 1. INTRODUCTION

As a general rule, any legal advice obtained on behalf of a Council will occur through the CEO or be authorised by the CEO or a Council resolution. A CEO of a Council is responsible for the implementation of lawful Council decisions and for the overall administration and budget management of the Council. However, there may be limited circumstances where it is not appropriate or not possible for a Council to obtain legal advice through the CEO and in May 2011 the LGA issued Guidelines for Mayors/Chairpersons – Obtaining Legal Advice [available on the LGA website: [www.lga.sa.gov.au](http://www.lga.sa.gov.au)].

## 2. Purpose of the Policy

This policy is designed to set out Council's position in relation to the circumstances in which the Mayor is authorised to seek legal advice independently of the CEO.

## 3. Circumstances in which it is Appropriate for the Mayor to Seek Legal Advice

In circumstances in which it is not possible or appropriate for the CEO to seek legal advice, the Mayor may seek a Council resolution to obtain legal advice or the Mayor may seek the advice independently as set out below.

### 3.1 Urgent matters relating to a Council Meeting if the CEO is unavailable

While the CEO has a good working knowledge of Council meeting procedures, matters may arise from time to time which require an urgent legal opinion. Where legal advice is required in the absence of the CEO:

- The Mayor may seek legal advice in situations in which a response is required urgently, including for an imminent Council meeting or other urgent matter;
- Any legal advice obtained in this way will be reported to the Council at the earliest available meeting (which may be conducted 'in confidence' for this purpose under section 90(3)(h) of the Local Government Act 1999);
- The legal advice will also be provided to the CEO (unless this is not appropriate – see below).

### 3.2 The legal advice relates to the CEO or the exercise of the CEO's powers

In circumstances where Council is to consider a matter related to the CEO (e.g. urgent employment related issues or where the Council is investigating a failure by the CEO to comply with a resolution of Council or where a matter relates to the exercise of a CEO's powers) and it is the view of the Mayor that the consideration of this matter by the Council should occur with the benefit of legal advice:

- The advice will be obtained as a matter of administrative necessity by the Mayor to ensure the legality of the Council's actions and decisions;
- The Mayor will not confer with Council staff where the legal advice relates to the CEO's employment or other personal matter;

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- The Mayor may confer with other relevant senior Council staff, such as the General Managers, if the matter concerns an issue that is not confidential to the CEO, such as a conflict of interest matter relating matters disclosed in the register of interests;
- The Mayor will keep the Council fully informed of any advice obtained on behalf of the Council and advise members of the advice received at the next available meeting;
- Where the Mayor has obtained the advice other than in accordance with a Council resolution Council should, as a matter of caution, retrospectively endorse the Mayor’s decision to obtain the advice.

**4. Record Keeping and Confidential Documents**

Where the Mayor obtains legal advice relating to the CEO or the exercise of the CEO’s powers, and it is not appropriate to provide that advice to the CEO, the advice must be placed in the records management system in such a way as to ensure that it cannot be accessed by the CEO. This procedure will also apply to other documents relevant to the matter which, in the opinion of the Council, should be kept confidential.

The documents will be made password accessible and be available only to a nominated senior officer. These restricted access records will be maintained in accordance with the State Records Act 1997 and will remain subject to assessment as part of any relevant application made under the Freedom of Information Act 1991.

**5. Review of Policy**

This Policy will be reviewed at least once during the term of each elected Council.

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File Reference:	AF18/51
Applicable Legislation:	Local Government Act 1999
Community Plan Reference:	
Related Policies:	
Related Procedures:	
Related Documents:	

**DOCUMENT DETAILS**

Responsibility:	General Manager Corporate and Regulatory Services
Version:	3.0
Last revised date:	
Effective date:	
Minute reference:	
Next review date:	October 2027
<u>Document History</u>	
First Adopted By Council:	21 June 2011
Reviewed/Amended:	17 July 2018

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 City of Mount Gambier	<b>M405 COUNCIL MEMBERS ALLOWANCES AND BENEFITS</b>	Version No:	5
		Issued:	October 2024
		Next Review:	Dec 2026

## 1. INTRODUCTION

- 1.1 The City of Mount Gambier (“Council”) will ensure that the payment of Council Members’ allowances, the reimbursement of expenses and the provision of benefits by the Council is accountable and transparent and in accordance with the *Local Government Act 1999* (“the Local Government Act”) and the *Local Government (Members Allowances and Benefits) Regulations 2010* (“the Allowances Regulations”).
- 1.2 This Policy sets out the provisions of the Local Government Act and Regulations in respect of Council Member allowances, expenses, and support. This Policy is also provided in accordance with Section 77(1)(b) of the Local Government Act by specifying the types of expenses that will be reimbursed without the need for specific approval of Council every time a claim is made.
- 1.3 Council Members are paid an allowance for performing and discharging their functions and duties on Council. Section 59 of the Local Government Act provides that the role of a Council Member, as a member of the governing body of the Council, is:
- (i) to act with integrity;
  - (ii) to ensure positive and constructive working relationships within the council;
  - (iii) to recognise and support the role of the principal member under the Local Government Act;
  - (iv) to develop skills relevant to the role of a member of the council and the functions of the council as a body;
  - (v) to participate in the deliberations and activities of the council;
  - (vi) to keep the council’s objectives and policies under review to ensure that they are appropriate and effective; and
  - (vii) to keep the council’s resource allocation, expenditure and activities, and the efficiency and effectiveness of its service delivery, under review;
  - (viii) to ensure, as far as is practicable, that the principles set out in section 8 of the Local Government Act are observed;
  - (ix) to participate in the oversight of the chief executive officer’s performance under the council’s contract with the chief executive officer; and
  - (x) to serve the overall public interest.
- 1.4 Section 58 of the Local Government Act specifies the role of the Principal Member as leader of the Council is to:
- (a) to provide leadership and guidance to the council; and
  - (b) to lead the promotion of positive and constructive working relationships among members of the council; and

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- (c) to provide guidance to council members on the performance of their role, including on the exercise and performance of their official functions and duties; and
- (d) to support council members' understanding of the separation of responsibilities between elected representatives and employees of the council; and
- (e) to preside at meetings of the council; and
- (f) to liaise with the chief executive officer between council meetings on the implementation of a decision of the council; and
- (g) to act as the principal spokesperson of the council; and
- (h) to exercise other functions of the council as the council determines; and
- (i) to carry out the civic and ceremonial duties of the office of principal member.

1.5 This Policy also explains the information that must be recorded within the Council's Register of Allowances and Benefits to ensure compliance with section 79 of the Local Government Act.

1.6 This Policy, in its entirety, will automatically lapse at the next general election of this Council.

## 2. POLICY OBJECTIVE

2.1 To ensure Council Member allowances, the reimbursement of expenses, and the provision of benefits, facilities, and support by the Council are in accordance with the requirements of the Local Government Act and the Allowances Regulations.

## 3. SCOPE & RESPONSIBILITIES

3.1 This Policy applies to all Council Members, who each have an obligation to abide by this Policy.

3.2 The Council's Chief Executive Officer has the duty to:

- (a) maintain the Register of Allowances and Benefits;
- (b) adjust allowances paid to Council Members (on the first, second and third anniversaries of the relevant periodic elections to reflect changes in the Consumer Price Index ("CPI")); and
- (c) ensure copies of this Policy are published on a website and able to be provided in printed form on request and on payment of a fee (if any) fixed by the Council.

3.3 In addition, the Chief Executive Officer is responsible for:

- (a) implementing and monitoring expense reimbursement procedures in accordance with the Local Government Act, the Allowances Regulations, this Policy and any associated procedure; and

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- (b) ensuring a copy of this Policy is provided to all Council Members.

#### 4. POLICY PRINCIPLES

4.1 This Policy is underpinned by the following principles:

- (a) Council Members should not be out-of-pocket as a result of performing and discharging their Council functions and duties.
- (b) To assist Council Members in performing or discharging their official functions and duties they are entitled to be provided with a range of necessary facilities and support and to be reimbursed for expenses as specified in this policy.
- (c) Facilities and support provided to Council Members will be provided on a uniform basis (other than facilities or services specifically provided for the benefit of the Mayor).
- (d) Any reimbursements claimed by Council Members must be for expenses actually and necessarily incurred in performing and discharging official Council functions and duties, which will be assessed according to the role of a Council Member under the Local Government Act.
- (e) Council encourages continued professional training and development for Council Members. This is seen as being necessary in terms of good governance and to the improved performance of their functions and duties.
- (f) The accountability of the Council to its community for the use of public monies.

#### 5. ALLOWANCES

- 5.1 Council Member allowances are determined by the Remuneration Tribunal on a four-yearly basis with each determination required to be made 14 days before the close of nominations for each set of periodic elections held under the Local Government (Elections) Act 1999.
- 5.2 The relevant determination for the Council term commencing in November 2022 is Determination No. 2 of 2022 – Allowances for Members of Local Government Councils.
- 5.3 The allowance determined by the Remuneration Tribunal will be payable for the period:
  - commencing on the conclusion of the 2022 periodic election; and
  - concluding at the time the last result of the 2026 periodic election is certified by the Electoral Commissioner under the *Local Government (Elections) Act 1999*.
- 5.4 The annual allowance for a Council Member is determined according to the relevant Council Group. There are six Council Groups which are each explained within the Determination of the Remuneration Tribunal.

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5.5 The City of Mount Gambier has been identified as falling within Group 2 in the current Remuneration Tribunal Determination, with an initial council member annual allowance of \$19,110.

5.6 The annual allowance for:

- principal members, is equal to four times the annual allowances for council members;
- deputy mayor or deputy chairperson or a council member who is the presiding member of one or more prescribed committees is equal to one and a quarter (1.25) times the annual allowance for council members;

An additional allowance in the form of a sitting fee is also payable for council members who are presiding members of other committees (who are not deputy mayors, deputy chairpersons or presiding members of prescribed committees).

5.7 Council Member allowances are to be adjusted on the first, second, and third anniversaries of the relevant periodic elections to reflect changes in the CPI (All groups index for Adelaide). Adjustments will occur on 10 November 2023, 10 November 2024, and 10 November 2025. The change in the Consumer Price Index to be applied will be the most recently available annual percentage change in the Consumer Price Index as at the date of adjustment (which will likely be the most recent relevant September quarter figure).

5.8 In accordance with regulation 4 of the Allowances Regulations (and for the purposes of section 76 of the Local Government Act), an allowance may be paid in instalments up to 3 months in advance or 3 months in arrears of each month in respect of which an instalment is payable.

5.9 City of Mount Gambier Council Member Allowances will be paid two weeks in arrears/two weeks in advance by electronic funds transfer to a nominated bank account.

5.10 A statement of earnings will be provided to Council Members at the conclusion of each financial year.

## 6. LEAVE OF ABSENCE - COUNCIL MEMBER CONTESTING ELECTION

6.1 If a Council Member stands as a candidate for election as a member of State Parliament, section 55A of the Local Government Act automatically grants a leave of absence from the date on which nominations for the relevant election close until the result of the election is publicly declared.

6.2 During the leave of absence period the Council Member:

- is not entitled to receive any Council Member allowance or reimbursement of expenses; and
- must not use any facility, service or other form of support provided by the Council; and

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- must not carry out any function or duty as a Council Member.

6.3 A maximum penalty of \$15,000 applies for a breach of this section of the Local Government Act.

## 7. MANDATORY REIMBURSEMENTS – TRAVEL (SECTION 77(1)(A))

- 7.1. Council Members are entitled to receive reimbursement for travelling expenses actually and necessarily incurred by the Council Member for travel within the Council area and associated with attendance at a “prescribed meeting” (section 77(1)(a) of the Local Government Act).
- 7.2. A “prescribed meeting” is defined under the Allowances Regulations to mean a meeting of the Council or Council committee, or an information or briefing session, discussion, workshop, training course or similar activity which is directly or closely related to the performance or discharge of the roles or duties of the Member:
- 7.3. Reimbursement for travel expenses is restricted to “eligible journeys” (as defined in Regulation 3) provided the journey is by the shortest or most practicable route and to the part of the journey within the Council area ie any travelling outside the Council area in order to attend Council or Council committee meetings is not reimbursable under section 77(1)(a) of the Local Government Act. For reimbursement for travel outside the Council area refer to Prescribed and Approved Reimbursements below.
- 7.4. An “eligible journey” means a journey (in either direction) between the principal place of residence, or a place of work, of a Council Member, and the place of a prescribed meeting.
- 7.5. Where a Council Member travels by private motor vehicle, the rate of reimbursement is at a rate equal to the appropriate rate per kilometre (determined according to the engine capacity of the vehicle) prescribed for the purposes of calculating deductions for car expenses under section 28.25 of the *Income Tax Assessment Act 1997* of the Commonwealth<sup>1</sup>.
- 7.6. Travelling by taxi, bus or other means of public transport is reimbursed on the basis of expenses “actually and necessarily incurred” but is still limited to “eligible journeys” by the shortest or most practicable route and to the part of the journey that is within the Council area.
- 7.7. The Council may aggregate claims for reimbursement of expenses that relate to journeys that do not exceed 20 kilometres and then pay them on either a quarterly or monthly basis.

<sup>1</sup> Section 28.25 of the *Income Tax Assessment Act 1997* (Cwth) relates to the ‘cents per kilometre’ method. The Commissioner for Taxation may, by legislative instrument, determine rates of cents per kilometre for cars for an income year. Refer to ato.gov.au for cents per kilometre rates.

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**8. MANDATORY REIMBURSEMENTS – CHILD/DEPENDANT CARE (SECTION 77(1)(A))**

- 8.1. Council Members are entitled to reimbursement for child/dependant care expenses actually or necessarily incurred by the Council Member as a consequence of the Council Member's attendance at a prescribed meeting.
- 8.2. Child/dependant care is not reimbursed if the care is provided by a person who ordinarily resides with the Council Member.

**9. ADDITIONAL EXPENSE REIMBURSEMENTS (SECTION 77(1)(B))**

- 9.1. There may be additional expenses incurred by Council Members (not included in the mandatory reimbursements outlined above) that can be reimbursed by the Council. Section 77(1)(b) of the Local Government Act provides that the Council may approve the reimbursement of additional expenses incurred by Council Members, as provided for in the Allowances Regulations, either on a case-by-case basis or under a policy adopted by Council.
- 9.2. Regulation 6 sets out the additional expenses that may be reimbursed under section 77(1)(b) with the approval of the Council as follows:
  - (a) an expense incurred in the use of a telephone or other telecommunications device, or in the use of a form of electronic communication, on the business of the Council;
  - (b) travelling expenses incurred by the Council Member as a consequence of the Member's attendance at a function or activity on the business of the Council (other than for which the member is reimbursed under section 77(1)(a) of the Local Government Act);
  - (c) travelling expenses incurred by the Member in undertaking an eligible journey to the extent that those expenses are attributable to travel outside the area of the Council;
  - (d) expenses for the care of:
    - a child of the Member; or
    - a dependant of the Member requiring full-time care
 incurred by the Member as a consequence of the Member's attendance at a function or activity on the business of the Council (other than for which the member is reimbursed under section 77(1)(a) of the Local Government Act); and
  - (e) expenses incurred by the Member as a consequence of the Member's attendance at a conference, seminar, training course, or other similar activity which is directly or closely related to the performance or discharge of the roles and duties of a Council Member (other than for which the member is reimbursed under section 77(1)(a) of the Local Government Act).

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9.3. For the purposes of this Policy, and pursuant to section 77(1)(b) of the Local Government Act, the Council approves the reimbursement of additional expenses of Council Members as described below.

**9.3.1. Travel**

In relation to expenses which are incurred by a Council Member in travelling:

- to a function or activity on the business of the Council; and
- in undertaking an eligible journey to the extent those expenses are attributable to travel outside the area of the Council.

Council will reimburse the following types of expenses:

(a) Travel related to attendance at a Council or Council committee meeting being an “eligible journey” (as defined in Regulation 3), as it is attributable to travel outside the Council area.

Expenses incurred in travelling to a function or activity on Council business.

The following conditions apply to these expenses:

- travel both within and outside the Council area must be incurred by the Council Member as a consequence of attendance at a function or activity on the business of Council. A “function or activity on the business of the Council” includes official Council functions including Mayoral receptions, opening ceremonies, dinners, citizenship ceremonies and official visits etc.; inspection of sites within the Council area which relate to Council or Committee agenda items; meetings of community groups and organisations as a Council endorsed representative; but not to attend meetings of community groups or organisations when fulfilling the role as a Member of the Board of any such community group or organisation (excepting Board appointments made by virtue of the position of the Mayor e.g. LCLGA, LGA).
- reimbursement is restricted to the shortest or most practicable route.
- where a Council Member travels by private motor vehicle, the rate of reimbursement is at a rate equal to the appropriate rate per kilometre (determined according to the engine capacity of the vehicle) prescribed for the purposes of calculating deductions for car expenses under section 28.25 of the Income Tax Assessment Act 1997 of the Commonwealth.
- car parking fees will be reimbursed (where they are a consequence of a Council Member attending a function or activity on the business of the Council).
- travel by taxi, bus, plane (specify in what circumstances), or other means of public transport will be reimbursed on the basis of being expenses where they are incurred as a consequence of the Member’s attendance at a function or activity on the business of the Council however such travel must still be by the shortest or most practicable route.

From time to time Council Members may seek to attend other activities for which the reimbursement of costs is not specifically covered by this Policy. The reimbursement of such costs should be approved by Council resolution in advance of attendance and in accordance with any relevant provisions or restrictions/prohibitions in the Local Government Act 1999 and Local Government (Members Allowances and Benefits) Regulations 2010.

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The administration is unable to arrange or incur such expenses until resolved by Council.

### 9.3.2. Care and other expenses

The following Care expenses incurred by a Council Member are eligible for reimbursement:

- o Expenses incurred for the care of a child of a Council Member or a dependant of the Council Member requiring full-time care as a consequence of the Council Member's attendance at a function or activity on the business of Council (other than expenses for which the Member is reimbursed under section 77 (1)(a) of the Local Government Act).

The following conditions apply to discretionary care expenses:

- Care expenses will not be reimbursed if the care is provided by a person who ordinarily resides with the Member
- The Chief Executive Officer shall be limited to reimbursing discretionary care expenses pursuant to Section 77(1)(b) up to the following annual values:
  - o Mayor - \$4,000
  - o Councillors - \$500 (per Member)

Where a Member presents has a reimbursement claim exceeding the relevant limit the Chief Executive Officer shall present the claim to Council for consideration.

### 9.3.3. Conference, seminar, training course and similar activity expenses

The following conference, seminar, training course and similar activity expenses incurred by a Council Member are eligible for reimbursement:

- o Expenses incurred by the Council Member as a consequence of the Council Member's attendance at a conference, seminar, training course or other similar activity that is directly or closely related to the performance or discharge of the roles or duties of the Council Member (other than expenses for which the Member is reimbursed under section 77(1)(a) of the Local Government Act).

Expenses will only be reimbursed for attendance at conferences, seminars, etc which have been approved specifically by Council resolution or under delegation/policy, eg under Council's 'Members Training and Development Policy'.

Where attendance at the conference, seminar etc is approved, the following types of expenses can be reimbursed: airfares, registration fees, accommodation, meals, taxi fares, car parking and incidentals up to a daily maximum of \$20.00.

### 9.3.4. Use of (Tele/Electronic) Communication Devices expenses

The following ~~(tele)communication~~ expenses incurred by a Council Member in the use of tele/electronic communication on Council business are eligible for reimbursement:

- o Expenses incurred in the use of ~~private-a~~ mobile or fixed telephone, internet, or other computing or communication device to access Council's wireless local area network and Extranet on the business of the Council (e.g. fixed or mobile internet/connection costs, computer/device software applications, data/telecommunication plans, purchase or maintenance of hardware, peripherals, consumables or associated support) up to a maximum limit of:

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- ~~• \$1,500 per Member per term of Council for the purchase of devices, accessories, software and IT installation or support; and~~
- \$600 per Member per annum ~~for mobile data/telecommunication plan(s).~~

Any expense incurred by Members that exceeds the maximum reimbursement limit is the responsibility of the Member.

Computing/communication devices ~~used by the and accessories are the sole responsibility and remain the property of the Member and~~ must have internet security software installed as approved and/or provided by Council from time to time for access to Council network and Extranet services ~~for~~ the protection of Council documents and information.

When accessing Council documents and information Members must comply with relevant provisions of Council's Records Management Policy and internal procedures including 'Computer Network / Software Use' procedure, 'Mobile Device Use' procedure, and to sign and comply with any associated acknowledgement/agreement documentation as required from time to time in order to maintain access.

Members should also note their responsibility to ensure all documents/records created or communicated (sent or received) in their capacity as an Elected Member are captured in Council's Electronic Document Records Management System ('EDRMS') in accordance with Council Policy and the State Records Act. Council provides the following email address for the forwarding of any Elected Member documents/records for registration in Council's EDRMS: [EMRecords@mountgambier.sa.gov.au](mailto:EMRecords@mountgambier.sa.gov.au).

~~9.4. For the purposes of this clause 9 the Chief Executive Officer may, on a case by case basis and at their absolute discretion, approve an otherwise reimbursable Member expense to be directly incurred by Council on behalf of a Member, provided the Member has signed an agreement acknowledging that the amount incurred be recorded in the Register of Allowances and Benefits despite not having been incurred by or re-imbursed to the Member.~~

~~Such direct incurring of expenses should be limited to circumstances where it is, in the view of the Chief Executive Officer, administratively convenient and/or cost effective to do so (such as may be the case for pre-arranged training/travel), or warranted in extenuating circumstances.~~

~~In all other circumstances a Member expense should be incurred directly by the Member and reimbursement sought in accordance with clause 11 of this Policy, for reimbursement approval under delegation in accordance with this Policy and/or the Council Members Training and Development Policy, or otherwise only by resolution of Council.~~

## 10. FACILITIES AND SUPPORT

10.1. In addition to allowances and the reimbursement of expenses, the Local Government Act provides that the Council can provide facilities and forms of support for use by its Council Members to assist them to perform or discharge their official functions and duties (section 78).

10.2. The Council must consider and specifically approve the particular facility and support as necessary or expedient to the performance or discharge of all Council

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Members' official functions or duties. In approving the provision of facilities and support, section 78 requires that any such services and facilities must be made available to all Council Members on a uniform basis, other than those facilities or support specifically provided to the Principal Member set out below (if any).

10.3. Pursuant to section 78 of the Local Government Act, Council has considered and is satisfied that the following facilities and support are necessary or expedient for all Council Members to assist them in performing or discharging their official functions and duties:

- Administrative support for business directly associated with prescribed meetings and information and briefing sessions, other official Council functions and activities, and otherwise only as approved by Council (i.e. for coordination of travel arrangements as an endorsed representative of Council); and,
- Business cards (one box of 500 per term of Council); and,
- Wearable name tag (one per Member upon initial election); and,
- City of Mount Gambier Lapel Pin (one per Member upon initial election); and,
- Ceremonial pen (upon making of Declaration of Office); and,
- Chamber name tags; and,
- Mandatory Training in accordance with the Mandatory Training Standards; and,
- Discretionary Training approved under delegation in accordance with Council's Member Training and Development Policy, or otherwise only as approved by resolution of Council; and,
- [A secure access Member Extranet as the primary channel for communicating Elected Member information, and a Councillor email address/server; and,](#)
- [Upon request, use of a mobile computing device as determined by the Chief Executive Officer \(in accordance with Council's ordinary IT procurement/leasing arrangements from time to time\) containing such software and internet connectivity for access to the secure access Member Extranet and Councillor email address/server.](#)
- Occasional IT training/support in accessing and use of Council Extranet and Council provided Applications/Software; and,
- Other printed material that may be made available to Members on a case by case basis at the absolute discretion of the Chief Executive Officer.
- Catering in the form of light refreshments as an adjunct to ordinary Council meetings, or otherwise for other official Council activities to which all Members are invited at the absolute discretion of the Chief Executive Officer.

10.4. The provision of these facilities and support are made available to all Council Members (including the Principal Member) under the Local Government Act on the following basis:

- they are necessary or expedient for the Council member to perform or discharge his/her official functions or duties;
- the facilities remain the Council's property regardless of whether they are used off site or not; and

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- they are not to be used for a private purpose or any other purpose unrelated to official Council functions, and duties, unless such usage has been specifically pre-approved by the Council and the Council Member has agreed to reimburse the Council for any additional cost or expenses associated with that usage.
- 10.5. In addition to the above, Council has resolved to make available to the Principal Member the following additional facilities and support to assist them in performing and discharging their official functions and duties:
- A mobile phone with an included data/telecommunication mobile plan;
  - Office space adjacent the Council Chamber with fixed telephone line and desktop computing device with connectivity to internet and Council's local area network for access to Council Extranet, [email](#) and Member/Mayoral documents;
  - Access to administrative support to manage civic diary and associated arrangements;
  - A hardcopy of relevant meeting agenda for the purpose of presiding over Council and Committee meetings; and,
  - Catering for official Civic and ceremonial activities as determined appropriate by the Mayor; and,
  - A fully serviced and maintained motor vehicle to a maximum purchase price of \$50,000 (GST exclusive) replaced in accordance with Council's Fleet Policy and a Council approved fuel card.
  - Private use of the Mayoral vehicle is to be reimbursed at the ATO per kilometre rate as applicable at the time of the private use.
- 10.6. In addition, although not required by the Local Government Act, the Council has determined that the provision of the above facilities and support are made available to Council Members on the following terms:
- each Council Member is solely responsible for those facilities released into their care and/or control for the duration of their term in office;
  - all facilities must be returned to the Council at the end of each term in office, upon the office of a Member of a Council becoming vacant, or earlier at the request of the Chief Executive Officer;
  - if the facilities provided to the Council Member are damaged or lost, the Council Member must lodge a written report with the Council officer responsible for this Policy;
  - The use of Council facilities, support and/or services by Council Members for campaign or election purposes is not permitted under any circumstances on the basis it is not necessary or expedient to the performance or discharge of a Council Member's official functions or duties under the Local Government Act. The use of such facilities for electoral purposes during the election period would be a breach of section 78(3) of the Local Government Act.

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10.7. Transitional Provisions

Where a Council Member has been provided with a reimbursement for the purchase of a telecommunication device and/or associated hardware, software, peripherals, consumables, installation or support (“Asset/s”) under any policy provisions that applied between November 2018 and MONTH 2024, the following transitional provisions shall apply, whatever the purchase price:

- Within one month, or such reasonable additional period, each Council Member that received reimbursement for an Asset covered by these transitional arrangements must complete a (INSERT NAME OF ELECTION FORM) indicating to the Chief Executive Officer the manner in which they intend to deal with the Asset/s at, or prior to the end, the end of their current term in office.
- A Council Member will not be bound by the election made, however any final allowance payable to the Council Member at the end of the current term in office shall be withheld until the Asset/s are returned to Council.
- Such Asset/s shall remain the property of Council, whatever their initial purchase price, in accordance with section 78(2)(c) of the Local Government Act 1999, unless or until the Council Member ‘buys out’ the (proportionate) residual value of the Asset/s prior to conclusion of their current term in office.
- Council Members are authorised to use the Asset/s for any personal use unrelated to the performance or discharge of official functions and duties, provided there is no additional cost to the Council of that use.
- A Council Member may elect to ‘buy out’ the (proportionate) residual value of Asset/s at any time prior to conclusion of their current term in office, provided such election is for all Asset/s purchased and reimbursed by Council.
- Such Asset/s must be returned to Council prior to being ‘bought out’, and in any event prior to the date of the scrutiny and count of the next City of Mount Gambier general election held after the November 2022 local government elections, irrespective of whether the Council Member intends to ‘buy it out’.
- Where a Council Member elects to ‘buy out’ the (proportionate) residual value of Asset/s the Council Member must accept that any software provided (including software purchased or funded in part or full by Council) must be removed before Asset/s are disposed of/returned to the Council Member.
- The (proportionate) residual value shall be determined in a manner at the discretion of the Chief Executive Officer at the relevant time with a view to ensuring Council receives fair value, taking into account the initial purchase price, relative proportion, and the cost and efficiency of assessing value in the circumstances. In the absence of a more efficient method of determining value a depreciated value shall be applied based on the category of Asset/s.
- Once ‘bought out’ and returned to the Council Member (with any software removed) the Asset/s shall become the Council Member’s property.
- Where a Council Member elects not to ‘buy out’ a returned Asset/s, Council may use and/or dispose of it as it deems fit in accordance with any Policy.
- The option to ‘buy out’ the (proportionate) residual value shall apply only to Asset/s within the scope of these transitional provisions and not to a mobile computing device provided by Council under clause shall 10.3 of this policy.
- On and from the date of adoption of these transitional policy provisions

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(INSERT DATE OF COUNCIL MEETING OF ADOPTION) no further reimbursements shall be payable to Council Members under former policy provisions relating to the purchase (or lease) of any telecommunication devices or associated hardware, software, peripherals, consumables, installation or support.

- If a Council Member fails, without good reason, to return an Asset/s that fall within the scope of these transitional provisions, then the Council may pursue an amount up to the full reimbursed value of the Asset/s as a debt under the Local Government Act 1999. For clarity, loss or partial or total damage of an Asset/s under these transitional provisions shall constitute a 'good reason' provided the Council Member has provided written confirmation to the Chief Executive Officer as soon as they become aware of the loss or damage, and return any remnant parts to the Council for disposal.
- For clarity, whilst these transitional provisions are intended to apply to Council Members and Asset/s purchased in the 2018-2022 Council term, it is acknowledged that no or very low residual value is anticipated with respect to such items that are still held by continuing Council Members. Further, that no action is proposed with regard to seeking the return or 'buy out' of items from the 2018-2022 Council term or any former Councillor that is no longer an elected Council Member.

## 11. CLAIMING REIMBURSEMENTS

- 11.1. To receive reimbursement for expenses, each Council Member is required to submit to the Chief Executive Officer (using the Councillor Support Officer email - [CrSupport@mountgambier.sa.gov.au](mailto:CrSupport@mountgambier.sa.gov.au)) a completed *Council Member Expense Reimbursement Claim* form including adequate evidence (e.g. details of kilometres travelled and/or evidence of expenses incurred) to support the claims made.

For the purposes of administrative efficiency, Council Members are requested to aggregate any claims and submit reimbursement claims on a quarterly basis.

- 11.2. Tax invoices or receipts confirming the expenditure has been incurred must be provided with any claim made for reimbursement to ensure accountability in the use of public funds.

## 12. REGISTER OF ALLOWANCES AND BENEFITS

- 12.1. Pursuant to section 79(1) and (2) of the Local Government Act, the Chief Executive Officer must maintain a Register in which he or she shall ensure that a record is kept of—
- a) the annual allowance payable to a Council Member (in the case of section 79(1)(a)); and
  - b) any expenses reimbursed under section 77(1)(b) of the Local Government Act (in the case of section 79(1)(b)); and
  - c) other benefits paid or provided for the benefit of the Member by the Council (in the case of section 79(1)(c)); or
  - d) to make a record of the provision of a reimbursement or benefit not previously

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recorded in the Register (in the case of section 79(2)(b)),  
 on a quarterly basis (see regulation 7 of the Allowances Regulations).

- 12.2. Reimbursements paid under section 77(1)(a) of the Local Government Act are not required to be recorded in the Register.

**13. REVIEW & EVALUATION**

- 13.1. Parts 9 (only) of This Policy will lapse at the next general election in accordance with section 77(2) of the Local Government Act 1999 at which time the newly elected Council will be required to adopt new policy provisions dealing with discretionary Member reimbursements under section 77(1)(b) of the Local Government Act.
- 13.2. The remainder of this policy including the Facilities and Support provisions in Part 10 shall have continued application until reviewed and replaced by Council within 6 months of the end of a general election.

**14. 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](http://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:	AF18/51
Applicable Legislation:	<i>Local Government Act 1999 sections 76-79 Local Government (Members Allowances and Benefits) Regulations 2010</i>
Reference: Strategic Plan – Beyond 2015	
Related Policies:	Member Training and Development Policy
Related Procedures:	
Related Documents:	Remuneration Tribunal of South Australia Determination 2 and 5 of 2022

**DOCUMENT DETAILS**

Responsibility:	Manager Governance and Property
Version:	<del>5</del> 4.0
Last revised date:	<del>29 November</del> INSERT DATE, 202 <del>4</del> 2
Effective date:	<del>29 November</del> INSERT DATE, 202 <del>4</del> 2
Minute reference:	<del>29 November</del> INSERT DATE, 202 <del>4</del> - <del>_Statutory_</del> Item <del>#1</del> - Council Meeting, Resolution 202 <del>42/194###</del> <del>2</del>
Next review date:	<del>May</del> December, 2026
<u>Document History</u>	
First Adopted By Council:	25 November, 2014
Reviewed/Amended:	21 April 2015, 22 November 2018, 29 November 2022, <u>INSERT</u>



City of Mount Gambier

**COUNCIL MEMBER EXPENSE REIMBURSEMENT CLAIM**

(Relating to expenses claimed under S.76 & 77 of the *Local Government Act 1999*, the *Local Government (Members Allowances and Benefits) Regulations 2010* and detailed in the Council Members' Allowances and Benefits Policy)

*This form must be completed by Council Members when claiming the reimbursement of expenses.*

<b>Name:</b>	
--------------	--

**TRAVEL EXPENSES AND TRAVEL TIME PAYMENT (if applicable)**

**Personal Vehicle**

Date	Council function or business purpose for travel*	Km
	<b>TOTAL KILOMETRES CLAIMED:</b>	
<b>Office Use Only:</b>		Kilometres @      ¢/km = \$

**Motor Vehicle Details (where applicable):**

<b>Model and make</b>	
<b>Engine size</b>	

**Bus and/or Taxi Costs (where applicable):**

Date	Council function or business purpose for travel	Cost
	<b>TOTAL REIMBURSEMENT CLAIMED:</b>	

**Please attach copies of all receipts**

\*NOTE: Travel claims must relate to expenses actually and necessarily incurred by the Member in travelling to or from a prescribed meeting provided the journey is an eligible journey and is by the shortest or most practicable route. For the purposes of this form the term "eligible journey" means a journey between the principal place of residence, or a place of work, of a Member of the Council, and the place of a prescribed meeting (in either direction), in accordance with the *Local Government (Members Allowances and Benefits) Regulations 2010*.

NOTE: Travel Time Payment shall be payable to Council Members (excluding Principal Members) of non-metropolitan Councils in accordance with the *Remuneration Tribunal SA Determination – Allowances for Members of Local Government Councils* whose usual place of residence is within the relevant Council area and is located at least 30km but less than 50km, 50km, or 100km or more distance from the Council's principal office via the nearest route by road.



**CARE EXPENSES**

Date	Prescribed meeting attending requiring care**	Hrs care provided	Cost
	<b>TOTAL REIMBURSEMENT CLAIMED:</b>		

Please attach copies of all receipts

\*\*NOTE: A “prescribed meeting” means a meeting of the Council or Council committee, or an information or briefing session, discussion, workshop, training course or similar activity which is directly or closely related to the performance or discharge of the roles or duties of the Member.

**TELEPHONE / OTHER TELECOMMUNICATION EXPENSES**

*(fixed or mobile internet / data / telecommunication plans only)*

Claim period start	Claim period end	Details of expense being claimed	Cost
		<b>TOTAL REIMBURSEMENT CLAIMED:</b>	

Please attach copies of all receipts

**CONFERENCE/SEMINAR/TRAINING COURSE EXPENSES**

Date	Conference/Seminar/Training Course details	Cost
	<b>TOTAL REIMBURSEMENT CLAIMED:</b>	

Please attach copies of all receipts



If not provided previously or your details have changed, please complete your details below:

<b>BSB:</b>	
<b>Bank and Branch:</b>	
<b>Account No:</b>	
<b>Account Name:</b>	

**Please remember to attach all paperwork supporting your claim otherwise payment will be delayed.**

I confirm that the above claims for reimbursement are true and accurate, have been actually and necessarily incurred in the performance of my official duties as a Council Member with the City of Mount Gambier and are made in accordance with section 77(1)(a) of the *Local Government Act 1999* and Regulation 5 of the *Local Government (Members Allowances and Benefits) Regulations 2010*.

\_\_\_\_\_  
 Signature Date

**OFFICE USE ONLY**

**Received by:** \_\_\_\_\_ **Date:** \_\_\_\_\_  
**Processed by:** \_\_\_\_\_ **Date:** \_\_\_\_\_

## 18.12 PERIODIC REVIEW OF CONFIDENTIAL ITEMS OCTOBER 2024

Author: Brittany Shelton, Manager Governance and Property  
Authoriser: Jane Fetherstonhaugh, General Manager Corporate and Regulatory Services

### RECOMMENDATION

1. That Council report titled 'Periodic Review of Confidential Items October 2024' as presented on Tuesday 15 October 2024 be noted.
2. That the following Confidential Orders as specified in Attachment 1, having been reviewed by Council, be amended to alter their duration and release conditions:

Date	Item	Current	Amendment to Release Trigger
21/11/2023	QUESTION WITH NOTICE – WULANDA RECREATION AND CONVENTION CENTRE – STRATEGIC STATUS UPDATE	“until November 2024”	“until 12 months after completion of the project”

3. That the following Confidential Orders as specified in Attachment 1, having been reviewed by Council, be released as soon as practicable following the Council meeting on 17 September 2024:  
Nil
4. That all Confidential Orders as specified in Attachment 1, excluding those amended or released in resolutions (2) or (3) above, having been reviewed by Council, remain in operation on the grounds and durations/release conditions as specified.

### PURPOSE

Council's periodic review of confidential items in accordance with section 90(9) of the Local Government Act 1999 (the Act).

### SUMMARY OF IMPLICATIONS AND BENEFITS

#### Implications

Section 90(9) of the Act requires that any order to retain a matter 'in-confidence' that operates for a period exceeding 12 months must be reviewed at least once in every year.

Further, Section 91(9) provides that:

- (i) The duration of an order cannot be extended after the order has ceased to apply; and
- (ii) An order extending the duration of such an order cannot be delegated by the relevant Council or Council Committee.

Upon consideration of this report Council will have fulfilled its review obligations for the confidential matters presented and the relevant Confidentiality Orders will remain in operation.



Council may also determine to release any or all of the matters from confidence, in part or full, and in doing so should specify which parts of each Order are to be released or are to remain in operation.

Council should note the validity of the use of the confidentiality provisions in the Act, including for the purpose of protecting commercial position of the Council (and community) and to mitigate Council (and the community) exposure to risk and liability that could arise from the inappropriate or premature release of information that could jeopardise the commercial position or breach the trust of a third party.

### **Benefits**

Council must balance the ability and appropriateness of considering and retaining matters 'in-confidence' against the public interest, which may suffer a benefit and/or a loss from the (premature) public release of information protected by a Confidentiality Order.

### **BACKGROUND / OPTIONS**

Parts 3-5 of Chapter 6 of the Act provide for public access to Council and Committee meetings and establishes the confidentiality framework by which Council may restrict public access to Council meetings and associated reports, attachments and minutes/resolutions in accordance with sections 90-92 of the Act.

This framework is also set out in Council's s92 Code of Practice for Access to Meetings and Documents as adopted in January 2024 following public consultation in October 2023 and a Member Workshop on 28 November 2023. Further information relating to this is available in Council Report No. AR23/67199 titled 'Periodic Review of Confidential Items – March 2024' as considered at the 19 March 2024 Council meeting and 'Periodic Review of Confidential Items – September 2024' as considered at the 17 September 2024 Council meeting.

Further information on the legislative requirements associated with Confidentiality Orders is also provided under the 'implications' heading of this report, and in the Local Government Association 'Confidentiality Guidelines: How to apply section 90 of the Local Government Act 1999' (LGA Guidelines).

Following the periodic review of Confidential Items at the meeting held 17 September 2024, it was noted that a review of confidential items relating to the Wulanda Recreation and Convention Centre was necessary, as they approached their collective release trigger.

The orders relating to the project are made under the following sections of the Act:

Section 90(3)(b) expected to give a commercial advantage to a person with whom the Council is conducting, or proposing to conduct, business, or to prejudice the commercial position of the Council and would be contrary to the public interest

Section 90(3)(d) commercial information of a confidential nature (not being a trade secret) the disclosure of which –  
(i) Could reasonably be expected to prejudice the commercial position of the person who supplied the information, or to give a commercial advantage to a third party; and  
(ii) Would be contrary to the public interest

subsequently reviewed the release trigger provisions for the subject reports, attachments and minutes and have confirmed that for the majority of items, no extension or amendment of the current orders is required.



The relevant release trigger is expressed as “*until 12 months after completion of the project*” with the exception of one (1) item. Because the project has reached practical completion, but has not yet received certified completion, the trigger is yet to be met for all but one (1) item.

It is recommended there be an amendment to the confidential orders for the one (1) anomaly item, to bring it into line with the release trigger for all other items relating to the project. The relevant item was a Question on Notice which was presented to Council at its meeting held on 21 November 2023:

- Item 23.7 Question with Notice – Wulanda Recreation and Convention Centre – Strategic Update

For consistency, it is proposed that Council amend the release trigger for this item from:

“*until 30 November 2024*”

to

“*until 12 months after completion of the project*”.

#### DETAILED IMPLICATIONS

<b>Legal</b>	Council and council committee meetings are open to the public and attendance by the public is facilitated through notification of meeting details. In some instances, a council (or the council committee) may form the view that it is necessary in the broader community interest to exclude the public from the discussion (and, if necessary, decision) of a particular matter. The public will only be excluded when it is considered proper and necessary i.e. the need for confidentiality outweighs the principle of open decision making. The appropriate balance of the various legal tensions is paramount to ensure that Council complies with a range of legal requirements, including copyright, intellectual property and competitive neutrality principles, as well meeting the transparency of decision-making expectations of a local government agency.
<b>Financial and Budget</b>	Nil
<b>Other Resources</b>	Nil

#### RISK ANALYSIS

Consequence	Consequence Rating:	Risk Likelihood Rating:	Risk Rating	Risk Controls and effectiveness	Risk Mitigation Plan
<b>Finance</b>	Moderate (3)	Rare (1)	Low	Appropriate application of s90 confidentiality provisions as required.	Risk within tolerance – no additional mitigations required.
<b>Reputation</b>	Major (4)	Unlikely (2)	Moderate	Adhering to best practice expectations to ensure open and accountable decision-making, building professional relationships with local media, specific media protocols for high-interest or controversial topics.	No additional mitigations are warranted beyond those already proposed.



				Ensuring reviews are undertaken and reporting in public agenda.	
<b>Legal Regulatory Policy</b>	Major (4)	Rare (1)	Moderate	Appropriate application of s90 confidentiality provisions as required.  Regular review of confidentiality items.  Register of confidential items available.	No additional mitigations required.
<b>Service Delivery</b>	Minor (2)	Rare (1)	Low	Appropriate application of s90 confidentiality provisions as required.	Risk within tolerance – no additional mitigations required.
<b>People</b>	Minor (2)	Rare (1)	Low	Appropriate application of s90 confidentiality provisions as required.	Risk within tolerance – no additional mitigations required.
<b>Infrastructure</b>	Moderate (3)	Rare (1)	Low	Appropriate application of s90 confidentiality provisions as required.	Risk within tolerance – no additional mitigations required.
<b>Environmental</b>	Minor (2)	Rare (1)	Low	Appropriate application of s90 confidentiality provisions as required.	Risk within tolerance – no additional mitigations required.

## APPLICATION OF MOUNT GAMBIER 2035

### Economic and Business Growth

The appropriate use of confidential provisions enables commercially competitive tendering, innovation and promotes economic development within our Council area and our region.

## APPLICATION OF STRATEGIC PLAN

### Goal 5 Our Commitment

#### 5 Our Commitment

In order for Council to best serve our community, we must ensure that we have strong governance frameworks and mechanisms to support open and transparent decision-making, whilst also preserving the intellectual property rights, commercially sensitive information, and legal advice of our organisation, partners and stakeholders.

## RELEVANT COUNCIL POLICY

[s92 Code of Practice for Access to Meetings and Documents](#)



Council's s92 Code of Practice for Access to Meetings and Documents contains the provisions required under s92 of the Act relating to public access to meetings and documents and the application of the confidentiality provisions, which is in accordance with the LGA Guidelines.

### **IMPLEMENTATION, COMMUNICATION AND ENGAGEMENT**

Section 90(9) provides that any Confidentiality Order that operates for a period exceeding 12 months must be reviewed at least once in every year. Council last reviewed Confidentiality Orders in March 2024 and September 2024, including those made by Council up until October 2023.

This report presents for review the Confidential Orders contained within the attached table (**Attachment 1**) as previously made by Council up to March 2024 that remain operational and warrant review in accordance with Section 90(9) of the Act.

In reviewing, Council may consider that the Confidential Orders for each of these matters should remain in operation and continue to be reviewed in accordance with the Act. No further action will be required for these existing Confidentiality Orders to continue in operation.

Alternatively, Council may determine that one or more of the existing Confidential Orders should be amended or cease to operate; and accordingly, may Order that the confidential item be partially or fully released, or to amend the grounds for keeping confidential or duration/conditions for release.

As this review of Confidentiality Orders is being presented to an open meeting, if Council wish to discuss any of the confidential content of items or have associated documents tabled, then it is recommended that a Confidentiality Order be made to enable consideration in-confidence, and that a further Confidentiality Order may be necessary to maintain the confidentiality of tabled documents (if any). Alternatively, Members may access and review the confidential agendas, minutes, reports and attachments associated with the Confidential Orders presented for review through the Member Extranet and address any queries to the Manager Governance and Property prior to the meeting.

Confidentiality Orders made since March 2024, and earlier Orders that fall due for periodic review will be presented in a further report in early-2025.

A Register of Confidential Items, including weblinks to released items, is published on the Council website, including the grounds, duration and release conditions for items that remain subject to the operation of a Confidentiality Order.

The Register of Confidential Items can be accessed [here](#).

If Council resolve to amend the confidentiality order under sections 91(7) and 91(9) of the Act, the new order will be implemented immediately and the Register updated accordingly.

### **CONCLUSION**

This report recommends that the Confidential Orders contained in Attachment 1 remain in operation until the specified release date / duration or criteria, if any, have been met and for each to be reviewed at least once in every year in accordance with Section 90(9) of the Act.

Council may determine to release any or all the presented matters from confidence, in part or full, and in doing so should specify which parts of each Order are to be released or to remain in operation.

It is recommended that the confidential order for the item presented to Council on 21 November 2023 for:

- Item 23.7 Question with Notice – Wulanda Recreation and Convention Centre – Strategic Update

be amended from:

*“until 30 November 2024”*

to

*“until 12 months after completion of the project”.*

## **ATTACHMENTS**

1. Outstanding Confidential Items Register as at 9 October 2024 [**18.12.1** - 11 pages]



**Attachment 1 – Outstanding Confidential Items as at October 2024**

Council Meeting Date	Source Meeting	Subject	S90(3) Reference	Element to be kept Confidential	Duration, Circumstances or Review	Current / Expired	Comments
121/11/2023	Council	ITEM 23.7 QUESTION WITH NOTICE - WULANDA RECREATION AND CONVENTION CENTRE - STRATEGIC STATUS UPDATE – REPORT NO. AR23/78853	(b)	report, attachments, resolution/s and minutes	until 30 November 2024.	Current	Refer to Report
19/09/2023	Council	ITEM 23.2 CONTRACTED CLEANING SERVICES – REPORT NO. AR23/63952	(b) and (i)	report, attachments, resolution/s and minutes	until further Order at least two (2) years after any activities associated with the subject matter described in Report No. AR23/63952 have been finalised.	Current	Contains commercial information that could confer advantage on a 3rd party
21/03/2023	Council	ITEM - 23.1 LIBRARY CAFE - EXPRESSIONS OF INTEREST – REPORT NO. AR23/15719	(b)	report, attachments, resolution/s and minutes	until 6 years have elapsed, or 1 year after the expiry of an operating arrangement entered into in association with this Expression of Interest process, whichever is the later	Current	Contains commercial information that could confer advantage on a 3rd party
21/02/2023	Council	ITEM 23.2 PROJECT CONTROL GROUP (PCG) PROGRESS REPORT #25 - AS AT 07/02/2023 – REPORT NO. AR23/9397	(b), (d), (g) and (h)	report, attachments, resolution/s and minutes	until 12 months after completion of the project	Current	Contains commercial information that could confer advantage on a 3rd party
21/02/2023	Council	ITEM 23.1 SECTION 270 INTERNAL REVIEW - MITCHELL STREET TREES - LEGAL ADVICE – REPORT NO. AR23/10258	(g) and (h)	report and attachments	be retained in confidence and reviewed annually in accordance with the Local Government Act 1999	Current	Contains legal advice and 3rd party information for which a duty of confidence exists
13/12/2022	Council	ITEM 23.3 SECTION 270 - INTERNAL REVIEW – REPORT NO. AR22/77592	(g) and (h)	legal advice (Attachment 2)	until further Order of Council to release pending further review of associated matters by Council	Current	Contains legal advice
				Internal Review Report (Attachment 1)	the Chief Executive Officer expressly authorised to release the Internal Review Report in a redacted form with only such information that is considered to not fall within the scope of the grounds in s90(3)(g) of the Local Government Act 1999	Current	Contains 3rd party information for which a duty of confidence exists
13/12/2022	Council	ITEM 23.2 AF22/295 TENDER - PROCUREMENT - TENDER FOR VALLEY LAKES AMENITIES UPGRADE – REPORT NO. AR22/83421	(k)	report, attachments, discussion, resolution/s and minutes	until 12 months after the completion of the tender works	Current	Conditions for release not yet met
13/12/2022	Council	ITEM 23.1 PROJECT CONTROL GROUP (PCG) PROGRESS REPORT #23 & #24 - AS AT 06/12/2022 – REPORT NO. AR22/83941	(b), (d), (g) and (h)	report, attachments, discussion, resolution/s and minutes	until 12 months after completion of the project	Current	Contains commercial information that could confer advantage on a 3rd party

**Attachment 1 – Outstanding Confidential Items as at October 2024**

Council Meeting Date	Source Meeting	Subject	S90(3) Reference	Element to be kept Confidential	Duration, Circumstances or Review	Current / Expired	Comments
18/10/2022	Council	ITEM 25.1 PROJECT CONTROL GROUP (PCG) PROGRESS REPORT #22 - AS AT 04/10/2022 – REPORT NO. AR22/68454	(b), (d), (g) and (h)	report, attachments, discussion, resolution/s and minutes	until 12 months after completion of the project	Current	Contains commercial information that could confer advantage on a 3rd party
20/09/2022	Council	ITEM 25.1 PROJECT CONTROL GROUP (PCG) PROGRESS REPORT #21 - AS AT 06/09/2022 – REPORT NO. AR22/61993	(b), (d), (g) and (h)	report, attachments, discussion, resolution/s and minutes	until 12 months after completion of the project	Current	Contains commercial information that could confer advantage on a 3rd party
23/08/2022	Special Council Meeting	ITEM 4.2 WULANDA RECREATION AND CONVENTION CENTRE - CONTRACTUAL AND FINANCIAL MATTERS – REPORT NO. AR22/56817	(b) and (d)	report, attachments, discussion, resolution/s and minutes	until further order of Council, or determination by the Chief Executive Officer to release, in part or full	Current	Contains commercial information that could confer advantage on a 3rd party
23/08/2022	Special Council Meeting	ITEM 4.1 WULANDA RECREATION AND CONVENTION CENTRE - OPERATIONAL MATTERS – REPORT NO. AR22/56796	(b), (d) and (g)	report, attachments, discussion, resolution/s and minutes	until the provider of the information has released Council from its duty of confidence	Current	Contains commercial information that could confer advantage on a 3rd party
16/08/2022	Council	ITEM 25.5 PROJECT CONTROL GROUP (PCG) PROGRESS REPORT #20 - AS AT 02/08/2022 – REPORT NO. AR22/52001	(b), (d), (g) and (h)	report, attachments, discussion, resolution/s and minutes	until 12 months after completion of the project	Current	Contains commercial information that could confer advantage on a 3rd party
19/07/2022	Council	ITEM 26.3 TENDER - SUPPLY CONTRACTS FOR CITY INFRASTRUCTURE WORKS – REPORT NO. AR22/46711	(b), (d) and (k)	report, attachments, discussion, resolution/s and minutes	until 12 months after the completion of the contract works	Current	Contains commercial information that could confer advantage on a 3rd party
19/07/2022	Council	ITEM 26.1 PROJECT CONTROL GROUP (PCG) PROGRESS REPORT #19 - AS AT 05/07/2022 – REPORT NO. AR22/46752	(b), (d), (g) and (h)	report, attachments, discussion, resolution/s and minutes	until 12 months after completion of the project	Current	Contains commercial information that could confer advantage on a 3rd party
19/07/2022	Chief Executive Officer Performance Review Committee	ITEM 25.2 INDEPENDENT REVIEW OF CHIEF EXECUTIVE OFFICER AND REMUNERATION REVIEW – REPORT NO. AR22/43771	(a) and (g)	report, attachments, discussion, resolution/s and minutes	until 2 years after the initial appointment term and any renewal term of the Chief Executive Officer, Sarah Philpott has lapsed, to be reviewed at least once in every 12 month period.	Current	relates to personal information associated with the employment conditions of the Chief Executive Officer
21/06/2022	Council	ITEM 26.3 PROJECT CONTROL GROUP (PCG) PROGRESS REPORT #18 - AS AT 07/06/2022 – REPORT NO. AR22/38086	(b), (d) and (g)	report, attachments, discussion, resolution/s and minutes	until 12 months after completion of the project	Current	Contains commercial information that could confer advantage on a 3rd party
17/05/2022	Council	ITEM 26.1 - PROJECT CONTROL GROUP (PCG) PROGRESS REPORT #17 - AS AT 10/05/2022 – REPORT NO. AR22/30401	(b), (d) and (g)	report, attachments, discussion, resolution/s and minutes	until 12 months after completion of the project	Current	Contains commercial information that could confer advantage on a 3rd party
17/05/2022	Chief Executive Officer	ITEM 25.3 - PERFORMANCE REVIEW DOCUMENTATION PRESENTATION - REPORT NO. AR22/30546	(a)	report, attachments, discussion, resolution/s and minutes	until 2 years after the initial appointment term and any renewal term of the Chief	Current	relates to personal information associated with the employment conditions of the Chief Executive Officer

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Council Meeting Date	Source Meeting	Subject	S90(3) Reference	Element to be kept Confidential	Duration, Circumstances or Review	Current / Expired	Comments
	Performance Review Committee				Executive Officer, Sarah Philpott has elapsed		
17/05/2022	Chief Executive Officer Performance Review Committee	ITEM 25.2 - CHIEF EXECUTIVE OFFICER - 12 MONTH PERFORMANCE UPDATE - REPORT NO. AR22/28319	(a)	report, attachments, discussion, resolution/s and minutes	until 2 years after the initial appointment term and any renewal term of the Chief Executive Officer, Sarah Philpott has elapsed	Current	relates to personal information associated with the employment conditions of the Chief Executive Officer
19/04/2022	Council	ITEM 26.3 PROPERTY MANAGEMENT - LEASING – REPORT NO. AR22/24354	(a), (b) and (d)	report, attachments, discussion, resolution/s and minutes	until 2 years have elapsed from the execution of arrangements or abandonment of negotiations associated with the proposal	Current	Contains commercial information of a confidential nature which could prejudice or benefit a 3rd party or Council
19/04/2022	Council	ITEM 26.2 PROJECT CONTROL GROUP (PCG) PROGRESS REPORT #16 - AS AT 05/04/2022 –REPORT NO. AR22/24271	(b), (d) and (g)	report, attachments, discussion, resolution/s and minutes	until 12 months after completion of the project	Current	Contains commercial information that could confer advantage on a 3rd party
19/04/2022	Council	ITEM 26.1 REQUEST FOR INTERNAL REVIEW OF COUNCIL DECISION – REPORT NO. AR22/21802	(h)	report	following the matter to which the internal review request relates having been settled	Current	includes confidential information and legal advice relating to actual or proposed litigation
				attachments, discussion and minutes	until further order of the Council	Current	
15/03/2022	Council	ITEM 26.1 PROJECT CONTROL GROUP (PCG) PROGRESS REPORT #15 - AS AT 07/03/2022 – REPORT NO. AR22/16061	(b), (d) and (g)	report, attachments, discussion, resolution/s and minutes	until 12 months after completion of the project	Current	Contains commercial information that could confer advantage on a 3rd party
15/02/2022	Council	ITEM 26.4 AUDIT AND RISK COMMITTEE APPOINTMENT OF INDEPENDENT MEMBERS – REPORT NO. AR22/8463	(a)	attachments	be kept confidential and that confidentiality be reviewed annually	Current	Contains 3rd parties information of a confidential nature
15/02/2022	Council	ITEM 26.3 CRATER LAKES PROJECT PROPOSAL – REPORT NO. AR22/8597	(b), (d) and (g)	report, attachments, discussion, resolution/s and minutes	until two years after the expiry of an agreement entered into in relation to the matter or two years after the proposal has been abandoned and Council has been released from its duty of confidence, whichever is the later	Current	Contains commercial information of a confidential nature which could prejudice or benefit a 3rd party or Council
15/02/2022	Council	ITEM 26.2 PROJECT CONTROL GROUP (PCG) PROGRESS REPORT #14 - AS AT 01/02/2022 – REPORT NO. AR22/7779	(b), (d) and (g)	report, attachments, discussion, resolution/s and minutes	until 12 months after completion of the project	Current	Contains commercial information that could confer advantage on a 3rd party
14/12/2021	Council	ITEM 26.4 MICROMOBILITY DEVICE PROPOSAL – REPORT NO. AR21/73765	(b), (d) and (g)	report, attachments, discussion, resolution/s and minutes	until an agreement has been entered into in relation to the matter and Council has been	Current	Contains commercial information of a confidential nature which could prejudice or benefit a 3rd party or Council

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Council Meeting Date	Source Meeting	Subject	S90(3) Reference	Element to be kept Confidential	Duration, Circumstances or Review	Current / Expired	Comments
					released from its duty of confidence		
14/12/2021	Council	ITEM 26.3 PROJECT CONTROL GROUP (PCG) PROGRESS REPORT #13 - AS AT 07/12/2021 – REPORT NO. AR21/79587	(b), (d) and (g)	report, attachments, discussion, resolution/s and minutes	until 12 months after completion of the project	Current	Contains commercial information that could confer advantage on a 3rd party
16/11/2021	Council	ITEM 26.3 PROJECT CONTROL GROUP (PCG) PROGRESS REPORT #12 - AS AT 02/11/2021 – REPORT NO. AR21/71837	(b), (d) and (g)	report, attachments, discussion, resolution/s and minutes	until 12 months after completion of the project	Current	Contains commercial information that could confer advantage on a 3rd party
16/11/2021	Audit Committee	ITEM 25.5 CITY OF MOUNT GAMBIER - IT ENTITY CONTROLS REVIEW 2020/21 - REPORT NO. AR21/71285	(b), (e) and (g)	report, attachments, discussion, resolution/s and minutes	until the matters contained in the report have been satisfactorily addressed	Current	Contains commercial information of a confidential nature which could prejudice or benefit a 3rd party or Council
19/10/2021	Council	ITEM 26.1 PROJECT CONTROL GROUP (PCG) PROGRESS REPORT #11 - AS AT 05/10/2021 – REPORT NO. AR21/64848	(b), (d) and (g)	report, attachments, discussion, resolution/s and minutes	until 12 months after completion of the project	Current	Contains commercial information that could confer advantage on a 3rd party
19/10/2021	People and Place Committee	ITEM 25.2 MOUNT GAMBIER HEALTH PRESENTATION – REPORT NO. AR21/62736	(g) and (j)	report, attachments, discussion, resolution/s and minutes	until Council has been released from its duty of confidence by the provider of the information	Current	Contains commercial information of a confidential nature which could prejudice or benefit a 3rd party or Council
21/09/2021	Council	ITEM 27.7 CHIEF EXECUTIVE OFFICER EMPLOYMENT AGREEMENT VARIATION (SUPERANNUATION) – REPORT NO. AR21/57924	(a)	report, attachments, discussion, resolution/s and minutes	until 2 years after the contract of employment of Mrs Sarah Philpott has expired and not been renewed or extended,	Current	relates to personal information associated with the employment conditions of the Chief Executive Officer
21/09/2021	Council	ITEM 27.6 WASTE AND MATERIALS RECYCLING OPTIONS – REPORT NO. AR21/59399	(a), (b), (d) and (g)	report, attachments, discussion, resolution/s and minutes	until further Order of Council or determined for release under delegation by the Chief Executive Officer	Current	relates to personal and commercial information of a confidential nature which could prejudice or benefit a 3rd party
21/09/2021	Council	ITEM 27.5 VALLEY LAKE ALGAL CONTROL – REPORT NO. AR21/47621	(k)	report, attachments, discussion, resolution/s and minutes	until 2 years after completion of the project.	Current	Contains information to tenders that have not yet been met
21/09/2021	Council	ITEM 27.4 SITE STRATEGIC LAND USE ASSESSMENT – REPORT NO. AR21/52780	(b), (d), (g) and (j)	report, attachments, discussion, resolution/s and minutes	until further order of Council or determination by the Chief Executive Officer to release in part or full	Current	Contains commercial information of a confidential nature which could prejudice or benefit a 3rd party or Council
21/09/2021	Council	ITEM 27.1 LEGAL ADVICE – REPORT NO. AR21/58597	(g), (h), (i) and (j)	report, attachments, discussion, resolution/s and minutes	until further Order of Council, to be reviewed at least once in every year	Current	includes confidential information and legal advice relating to actual proposed litigation
21/09/2021	Wulanda Recreation and Convention Centre Committee	ITEM 26.7 WULANDA RECREATION AND CONVENTION CENTRE - MANAGEMENT AND OPERATION OF MOUNT GAMBIER COMMUNITY AND RECREATION HUB UPDATE - REPORT NO. AR21/57503	(b), (d) and (g)	report, attachments, discussion, resolution/s and minutes	until a further order of Council to release	Current	Contains commercial information of a confidential nature which could prejudice or benefit a 3rd party or Council

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Council Meeting Date	Source Meeting	Subject	S90(3) Reference	Element to be kept Confidential	Duration, Circumstances or Review	Current / Expired	Comments
21/09/2021	Wulanda Recreation and Convention Centre Committee'	ITEM 26.6 PROJECT CONTROL GROUP (PCG) PROGRESS REPORT #10 - As at 07/09/2021 - REPORT NO. AR21/57494	(b), (d) and (g)	report, attachments, discussion, resolution/s and minutes	until 12 months after completion of the project	Current	Contains commercial information that could confer advantage on a 3rd party
21/09/2021	Economic & Environment Committee	ITEM 26.2 COMMUNITY HEALTH INFORMATION - REPORT NO. AR21/51525	(b), (d) and (g)	report, attachments, discussion, resolution/s and minutes	until a further Order is made by Council, to be reviewed at least once every 12 months	Current	Contains commercial information that could confer advantage on a 3rd party
17/08/2021	Wulanda Recreation and Convention Centre Committee'	Item 26.2 Project Control Group (PCG) Progress Report #9 - As at 03/08/2021	(b), (d) and (g)	report, attachments, discussion, resolution/s and minutes	until 12 months after completion of the project.	Current	Contains commercial information that could confer advantage on a 3rd party
20/07/2021	Wulanda Recreation and Convention Centre Committee'	ITEM 27.3 Design Services - Construction and Defects Liability Period	(b), (d), (g) and (h)	report, attachments, discussion, resolution/s and minutes	until services under a contract associated with the matter have been completed	Current	Contains commercial information of a confidential nature which could prejudice or benefit a 3rd party or Council
20/07/2021	Wulanda Recreation and Convention Centre Committee'	ITEM 27.2 Project Control Group (PCG) Progress Report #8 - As at 06/07/2021	(b) and (d)	report, attachments, discussion, resolution/s and minutes	until 12 months after completion of the project	Current	Contains commercial information that could confer advantage on a 3rd party
20/07/2021	Council	ITEM 28.4 TENDER AF21/209 SUPPLY AND DELIVERY OF PREMIXED CONCRETE – REPORT NO. AR21/43214	(k)	report, attachments, discussion, resolution/s and minutes	until 5 years after the expiry and non-renewal of contract.	Current	Contains information relating to tenders that have not yet been let
20/07/2021	Council	ITEM 28.3 COVID-19 TOURISM TENANCIES – REPORT NO. AR21/41157	(a), (b) and (d)	report, attachments, discussion, resolution/s and minutes	until 1 year after each listed tourism tenants current arrangements have expired or been replaced, or 1 year after the the end of the COVID19 health emergency, whichever is the later.	Current	relates to personal and commercial information of a confidential nature which could prejudice or benefit a 3rd party
20/07/2021	Council	ITEM 28.2 STRATEGIC PROPERTY MANAGEMENT - LAND VALUATIONS – REPORT NO. AR21/38766	(b) and (d)	report, attachments, discussion, resolution/s and minutes	until a contract has been settled for each of the subject properties, to be reviewed every 12 months	Current	Contains commercial information of a confidential nature which could prejudice or benefit a 3rd party or Council
20/07/2021	Council	ITEM 28.1 LEGAL ADVICE - REPORT NO. AR21/39325	(g), (h), (i) and (j)	report, attachments, discussion, resolution/s and minutes	until further Order of Council, to be reviewed at least once in every year	Current	includes confidential information and legal advice relating to actual proposed litigation

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15/06/2021	Wulanda Recreation and Convention Centre Committee'	ITEM 27.4 PROJECT CONTROL GROUP (PCG) PROGRESS REPORT - AS AT 01/06/2021 – REPORT NO. AR21/32471	(b) & (d)	report, attachments, discussion, resolution/s and minutes	until 12 months after completion of the project	Current	Contains commercial information of a confidential nature which could prejudice or benefit a 3rd party or Council
15/06/2021	Wulanda Recreation and Convention Centre Committee'	ITEM 27.5 REQUEST FOR EXPRESSIONS OF INTEREST - AF20/515 MANAGEMENT AND OPERATION OF MOUNT GAMBIER COMMUNITY AND RECREATION HUB – REPORT NO. AR21/34712	(b) & (k)	Report, attachments and discussion	until a further order of Council to release.	Current	Contains commercial information of a confidential nature which could prejudice or benefit a 3rd party or Council
15/06/2021	Council	ITEM 28.1 NOTICE OF MOTION - SURPLUS LAND DECLARATION – REPORT NO. AR21/34745	(b)	report, attachments, discussion, resolution/s and minutes	until settlement of a sales contract for both the subject properties, to be reviewed annually.	Current	Contains commercial information of a confidential nature which could prejudice or benefit a 3rd party or Council
18/05/2021	Wulanda Recreation and Convention Centre Committee'	ITEM 27.5 PROJECT CONTROL GROUP (PCG) PROGRESS REPORT - AS AT 02/05/2021 – REPORT NO. AR21/26211	(b) & (d)	report, attachments, discussion, resolution/s and minutes	until 12 months after completion of the project.	Current	Contains commercial information that could confer advantage on a 3rd party
20/04/2021	Council	ITEM 28.1 COUNTRY ARTS SA - SIR ROBERT HELPMANN THEATRE MASTER PLAN – REPORT NO. AR21/21895	(b), (d), (g) & (j)	report, attachments, discussion, resolution/s and minutes	until the proposal has been fully executed or 12 months after Council has abandoned any actions in relation to the proposal, whichever is the earlier.	Current	Contains commercial information of a confidential nature which could prejudice or benefit a 3rd party or Council
20/04/2021	Wulanda Recreation and Convention Centre Committee'	ITEM 27.8 WULANDA RECREATION AND CONVENTION CENTRE - STAGE 3 COMMUNITY REFERENCE GROUP - MEMBERSHIP RECOMMENDATIONS – REPORT NO. AR21/16985	(a)	report, attachments, discussion, resolution/s and minutes	until a further order to be reviewed each year with the names of appointed members to be released following endorsement.	Current	relates to personal information of a confidential nature
20/04/2021	Wulanda Recreation and Convention Centre Committee'	ITEM 27.7 PROJECT CONTROL GROUP (PCG) PROGRESS REPORT - AS AT 05/04/2021 – REPORT NO. AR21/20559	(b) & (d)	report, attachments, discussion, resolution/s and minutes	until 12 months after completion of the project.	Current	Contains commercial information of a confidential nature which could prejudice or benefit a 3rd party or Council
23/03/2021	Council	ITEM 4.1 WULANDA RECREATION AND CONVENTION CENTRE	(b), (d) & (k)	attachments	that the item be reviewed 12 months after successful	Current	Contains commercial information of a confidential nature which could prejudice or benefit a 3rd party

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Council Meeting Date	Source Meeting	Subject	S90(3) Reference	Element to be kept Confidential	Duration, Circumstances or Review	Current / Expired	Comments
		FUNDING – REPORT NO. AR21/17395			completion of the Badge construction contract for the Wulanda Recreation and Convention Centre.		
16/03/2021	Council	ITEM 28.2 WULANDA RECREATION AND CONVENTION CENTRE - STAGE 3 - COMMUNITY REFERENCE GROUP - MEMBER SELECTION - REPORT NO. AR21/14861	(a)	report, attachments, discussion, resolution/s and minutes	until a further order to be reviewed each year with the names of appointed members to be released following endorsement..	Current	relates to personal and commercial information of a confidential nature which could prejudice or benefit a 3rd party
16/03/2021	Wulanda Recreation and Convention Centre Committee'	ITEM 27.2 PROJECT CONTROL GROUP (PCG) PROGRESS REPORT - AS AT 01/03/2021 - REPORT NO. AR21/11450	(b), (d) & (k)	report, attachments, discussion, resolution/s and minutes	that the item be reviewed 12 months after successful completion of the Badge construction contract for the Wulanda Recreation and Convention Centre.	Current	Contains commercial information of a confidential nature which could prejudice or benefit a 3rd party
11/03/2021	Special Council (adjourned to 16/03/2021)	ITEM 4.1 CHIEF EXECUTIVE OFFICER - CONTRACT OF EMPLOYMENT – REPORT NO. AR21/15086	(a) & (g)	report, attachments, discussion, resolution/s and minutes	until further order of Council, to be reviewed at least once in every 12 month period,	Current	relates to personal information associated with the employment conditions of the Chief Executive Officer
3/03/2021	Chief Executive Officer Selection Panel	ITEM 5.2 CHIEF EXECUTIVE OFFICER RECRUITMENT - REPORT NO. AR21/11473	(a), (b), (d) & (g)	report, attachments, discussion, resolution/s and minutes	until further order of Council, to be reviewed at least once in every 12 month period,	Current	relates to personal information associated with the employment conditions of the Chief Executive Officer
3/03/2021	Chief Executive Officer Selection Panel	ITEM 5.1 UPDATE ON THE CHIEF EXECUTIVE OFFICER SELECTION PROCESS – REPORT NO. AR21/12144	(a), (b), (d) & (g)	report, attachments, discussion, resolution/s and minutes	until further order of Council, to be reviewed at least once in every 12 month period	Current	relates to personal information associated with the employment conditions of the Chief Executive Officer
16/02/2021	Wulanda Recreation and Convention Centre Committee'	ITEM 27.2 PROJECT CONTROL GROUP (PCG) PROGRESS REPORT - AS AT 01/02/2021 – REPORT NO. AR21/6521	(b), (d) & (k)	report, attachments, discussion, resolution/s and minutes	that the item be reviewed 12 months after successful completion of the Badge construction contract for the Wulanda Recreation and Convention Centre.	Current	Contains commercial information of a confidential nature which could prejudice or benefit a 3rd party
20/01/2021	Chief Executive Officer Selection Panel	ITEM 5.1 CHIEF EXECUTIVE OFFICER RECRUITMENT – REPORT NO. AR21/3669	(a), (b), (d) & (g)	report, attachments, discussion, resolution/s and minutes	until further order of Council, to be reviewed at least once in every 12 month period.	Current	Contains commercial information of a confidential nature which could prejudice or benefit a 3rd party or Council
19/01/2021	Council	28.2N NOTICE OF MOTION - INDEPENDENT CONSULTANT MEMBER OF CHIEF EXECUTIVE OFFICER SELECTION PANEL – REPORT NO. AR21/1800	(a), (b) & (d)	report, attachments, discussion, resolution/s and minutes	until 5 years have elapsed.	Current	relates to personal and commercial information of a confidential nature which could prejudice or benefit a 3rd party

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Council Meeting Date	Source Meeting	Subject	S90(3) Reference	Element to be kept Confidential	Duration, Circumstances or Review	Current / Expired	Comments
19/01/2021	Council	ITEM 28.1 MOUNT GAMBIER PRIVATE HOSPITAL - FEASIBILITY STUDY STAGES 4-6 – REPORT NO. AR21/1334	(d) & (g)	report, attachments, discussion, resolution/s and minutes	until Council has been released from its duty of confidence, to be reviewed at least once in every 12 months.	Current	Contains commercial information of a confidential nature which could prejudice or benefit a 3rd party or Council
22/12/2020	Chief Executive Officer Selection Panel	ITEM 4.1R EVIEW OF INFORMATION PROVIDED BY RECRUITMENT CONSULTANTS, MORTON PHILIPS – REPORT NO. AR20/85494	(a), (b), (d) & (g)	report, attachments, discussion, resolution/s and minutes	until further order of Council, to be reviewed at least once in every 12 month period.	Current	Contains personal and commercial information of a confidential nature which could prejudice or benefit a 3rd party
15/12/2020	Council	Item 28.1 NOTICE OF MOTION - REQUEST FOR INFORMATION - COMMUNITY AND RECREATION HUB – REPORT NO. AR20/82569	(h)	report, attachments, discussion, resolution/s and minutes	until further ordered by Council, to be reviewed at least once in every year.	Current	relates to legal advice
15/12/2020	Regional Sport and Recreation Centre Committee	Item 27.2 PROJECT CONTROL GROUP (PCG) PROGRESS REPORT - AS AT 29/11/2020 – REPORT NO. AR20/80910	(b), (d), (k)	report, attachments, discussion, resolution/s and minutes	be reviewed 12 months after successful completion of the contract.	Current	Contains commercial information of a confidential nature which could prejudice or benefit a 3rd party
17/11/2020	Regional Sport and Recreation Centre Committee	Item 27.4 MOUNT GAMBIER COMMUNITY AND RECREATION HUB PROJECT BUDGET – REPORT NO. AR20/73063	(b) & (d)	report, attachments, discussion and minutes	item be reviewed 12 months after successful completion of the contract	Current	Contains commercial information of a confidential nature which could prejudice or benefit a 3rd party
17/11/2020	Regional Sport and Recreation Centre Committee	Item 27.5 PROJECT CONTROL GROUP (PCG) PROGRESS REPORT - AS AT 02/11/2020 – REPORT NO. AR20/73679	(b) & (d)	report, attachments, discussion, resolution/s and minutes	item be reviewed 12 months after successful completion of the contract.	Current	Contains commercial information of a confidential nature which could prejudice or benefit a 3rd party
15/09/2020	Economic & Environment Committee	Item 26.3 VIABILITY OF ESTABLISHING MATERIAL RECOVERY FACILITIES IN THE LIMESTONE COAST REGION – REPORT NO. AR20/57874	(a), (b), (d), (g) & (j)	report, attachments, discussion, resolution/s and minutes	until two years have elapsed since the enactment of the proposal(s) contained within the report and attachments, or a further order has been made by Council to release, to be reviewed at least once in every year.	Current	Contains commercial information of a confidential nature which could prejudice or benefit a 3rd party, including information provided on a confidential basis by a public authority or official creating a duty of confidence
15/09/2020	Economic & Environment Committee	Item 26.2 MOUNT GAMBIER PRIVATE HOSPITAL FEASIBILITY STUDY – REPORT NO. AR20/56996	(b), (d), & (g)	report, attachments, discussion, resolution/s and minutes	until a further order is made by Council, to be reviewed at least once every 12 months	Current	Contains commercial information of a confidential nature which could prejudice or benefit a 3rd party, provided on a confidential basis creating a duty of confidence
21/07/2020	Council	Item 27.1 PROPERTY MANAGEMENT - EXPIRY OF AGREEMENT – REPORT NO. AR20/44292	(a), (b), (d) & (i)	Report, attachments, discussion and minutes	until 5 years after the expiry and non-renewal of arrangements with the current tenant	Current	relates to personal and commercial information of a confidential nature which could prejudice or benefit a 3rd party
1/07/2020	Special Council	Item 4.1 COMMUNITY AND RECREATION HUB PROCUREMENT – REPORT NO. AR20/39192	(b) & (k)	Report, attachments and discussion	until further order and will be reviewed at least annually in accordance with the Local Government Act 1999.	Current	Contains commercial information of a confidential nature which could prejudice or benefit a 3rd party or Council

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19/05/2020	Council	Item 27.1 PROPOSAL FROM MOUNT GAMBIER PRIVATE HOSPITAL – REPORT NO. AR20/30776	(d)	Report, attachments, discussion and resolution/s and minutes	until Council has been released from its duty of confidence by the party who provided the information	Current	Contains commercial information of a confidential nature which could prejudice or benefit a 3rd party
17/03/2020	Deputation	Item 26.2 PRESENTATION BY BEACH ENERGY – REPORT NO. AR20/8188	(d)	Report, attachments, discussion and resolution/s and minutes	until After operational plans are released by Beach Energy.	Current	Contains commercial information that could prejudice the person who supplied it or confer advantage on a 3rd party
18/02/2020	Council	Item 26.2 RIDDOCH ART GALLERY CRATE LOADER - REPORT NO. AR19/62327	(d) & (g)	Report Attachment (only)	be retained in confidence, to be released only where permission has been granted by the intellectual property holder.	Current	Contains commercial information that could confer advantage on a 3rd party
18/02/2020	Council	Item 26.1 BOOKMARK CAFÉ - EXPRESSION OF INTEREST - REPORT NO. AR20/3205	(a), (b), (d) & (g)	Report, attachments, discussion and resolution/s and minutes	until 6 years have elapsed, or 1 year after the expiry of an operating arrangement entered into in association with this Expression of interest process, whichever is the later. To be reviewed once in every year in accordance with s91(9).	Current	Contains commercial information that could confer advantage on a 3rd party
15/10/2019	People & Place Committee	Item 25.2 PROPERTY - 9 PENOLA ROAD, 1-3 LAWRENCE STREET – REPORT NO. AR19/48305	(b)	Report	until the Council has settled sales transaction(s) in relation to the subject properties, being land excluded from classification as community land.	Current	includes information on the value of land, which could prejudice Council's commercial position in a subsequent sale
7-Mar-19	Special Council Meeting	Item 2.1 'Discussion with QEPT on the WellPlayed Report, the QEPT's response to that report and their proposed sub-leasing arrangements-	(b), (c) & (g)	Discussion and resolution (b)	Until: arrangements for the golf course has been resolved to the satisfaction of all current and potential future parties; and, Council has been released from its duty of confidence by the party that provided the information.	Current	Contains 3rd parties confidential information
7-Mar-19	Special Council Meeting	Item 2.2 'QEPT WellPlayed Report and Documentation' - Report No. AR19/10346	(b), (c) & (g)	Discussion, and Attachments	Until: arrangements for the golf course has been resolved to the satisfaction of all current and potential future parties; and, Council has been released from its duty of confidence by the party that provided the information	Current	Contains 3rd parties confidential information

**Attachment 1 – Outstanding Confidential Items as at October 2024**

Council Meeting Date	Source Meeting	Subject	S90(3) Reference	Element to be kept Confidential	Duration, Circumstances or Review	Current / Expired	Comments
7-Mar-19	Special Council Meeting	Item 2.3 Documents Relating to the Management of the Crater Lakes Area - Report No. AR19/10304	(b), (c) & (g)	Discussion and Attachments 1, 2 & 8	Until: the matter of lease arrangements for the golf course has been resolved to the satisfaction of all current and potential future parties; and, Council has been released from its duty of confidence by the party that provided the information (Attachments 1, 2 & 8)	Current	Contains 3rd parties confidential information
21-Aug-18	Operational Standing Committee	Item 17.2 Mount Gambier Aquatic Centre 2018-19 Business Plan - Report No. AR18/30233	(g)	All details	Until permission is obtained from Innovative Leisure Management as per 18.2 of the Management Agreement.	Current	Contains operators commercial in-confidence information
17-Apr-18	Strategic Standing Committee	Item 17.2 Surplus Government Property Notice - Report No. AR18/12667	(j)	All Details	Until: A public announcement has been made by the State Government on the intended manner in which the property matter is to be dealt.	Current	Contains information provided in-confidence by a government agency
21-Nov-17	Council	Item 17.5 Report No. AR17/47214 – Surplus Government Property Notice	(b)	All details	Until: A public announcement has been made by the State Government on the intended manner in which the property matter is to be dealt.	Current	Contains information provided in-confidence by a government agency
18-Apr-17	Council	COUNCIL ITEM 1 - CEO REPORT ON CONFIDENTIAL MATTERS - Ref. AF11/1894	(g)	All details (including report, tabled attachment, discussion and resolution)	Ongoing; To be reviewed at least once in every year	Current	Relates to a matter the disclosure of which would breach state legislation
31-Jan-17	Council (Special)	ALLEGATIONS REGARDING MAYOR ANDREW LEE TO BE REFERRED TO ICAC – Ref. AF13/275	(g)	All	Ongoing – to be reviewed annually	Current	Relates to a matter the disclosure of which would breach state legislation
18-Aug-15	Operational Services Committee	PROPERTY MANAGEMENT - Railway Lands - Expression of Interest - Management of Community Markets	(b)	All details	Until a contractual arrangement has been entered into with a respondent(s), to be reviewed in 12 months in accordance with S91(9)	Current	Contains 3rd party business proposal
18-Aug-15	Operational Services Committee	PROPERTY MANAGEMENT - Railway Lands - Expression of Interest - Occupation and Use of Old Railway Station Building	(b)	All details	Until a contractual arrangement has been entered into with a respondent(s), to be reviewed in 12 months in accordance with S91(9)	Current	Contains 3rd party business proposal

**Attachment 1 – Outstanding Confidential Items as at October 2024**

Council Meeting Date	Source Meeting	Subject	S90(3) Reference	Element to be kept Confidential	Duration, Circumstances or Review	Current / Expired	Comments
15/04/2014	City of Mount Gambier Junior Sports Fund Assistance Committee	11.G OVERNANCE – Committees – City of Mount Gambier Junior Sports Assistance Fund (Section 41) - Minutes of Meeting held 2nd April, 2014 – Ref. AF11/725	(a)	All information, details concerning the personal, financial circumstances and identity of each nominee	On-going, to be reviewed annually in accordance with the provisions of the Local Government Act	current	The name of the Member Organisation(s) of the successful recipient(s) and the amount allocated to each Member organisation only be released Redacted Agenda and Minutes released
17/12/2013	City of Mount Gambier Junior Sports Fund Assistance Committee	COMMERCIAL CLUB INC. - Donation to exceptional junior sportsperson	(a)	All information, details concerning the personal circumstances and identity of each nominee	On-going, to be reviewed annually in accordance with the provisions of the Local Government Act	Current	The name of successful awardee, that persons Member Organisation and the essential achievement(s) of the awardee only be released. Redacted Agenda and Minutes released
17/12/2013	City of Mount Gambier Junior Sports Fund Assistance Committee	ROTARY CLUB OF MOUNT GAMBIER LAKES - Donations to Financially Disadvantaged Junior Sportspeople	(a)	All information, details concerning the personal, financial circumstances and identity of each nominee	On-going, to be reviewed annually in accordance with the provisions of the Local Government Act	Current	The name of the Member Organisation(s) and the amount allocated to each Member Organisation only to be released. Redacted Agenda and Minutes Released
18/06/2013	Corporate and Community Services	SOCIAL, CULTURAL AND COMMUNITY SERVICES - Committees - City of Mount Gambier Junior Sports Assistance Fund ( Section 41 ) Committee - Minutes of Meeting held 22nd May, 2013 – Ref. AF11/725	(a)	Retain all information concerning the personal and financial affairs and identify of donation recipients. All other information to be released.	On-going	Current	All information concerning the personal and financial affairs and identity of donation recipients kept confidential All other information released

### 18.13 DELEGATIONS UPDATE - OCTOBER 2024

Author: Ashlee Pasquazzi, Executive Administrator Corporate and Regulatory Services

Authoriser: Sarah Philpott, Chief Executive Officer

#### RECOMMENDATION

1. That Council report titled 'Delegations Update - October 2024' as presented on Tuesday 15 October 2024 be noted.
2. That Council grants the delegation of powers and functions of the Council as provided for in the tables at **Attachment 1**, to the person occupying or acting in the office of Chief Executive Officer of the Council pursuant to section 44 of the *Local Government Act 1999*.
3. The delegations granted in resolution (2) above pursuant to the *Local Government Act 1999* to the Council's Chief Executive Officer, in accordance with sections 44(4)(b) and 101 of the *Local Government Act*, but subject to section 44(3a) of the *Local Government Act* may, unless indicated by resolution or in the tables accompanying the within council report, be further sub-delegated by the Chief Executive Officer or delegate.
4. Noting: no sub-delegation is permitted under the *Environment Protection Act 1993*.
5. *Planning, Development and Infrastructure Act 2016* Delegations:
  - (a) In exercise of the power contained in Section 100 of the *Planning, Development and Infrastructure Act 2016* the powers and functions under the *Planning, Development and Infrastructure Act 2016* and statutory instruments made thereunder contained in the Instrument of Delegation (**Attachment 1** accompanying report titled 'Delegations update October 2024') are hereby delegated to the person occupying or acting in the office of Chief Executive Officer of the Council subject to the conditions and/or limitations, if any, specified herein or in the Schedule of Conditions in the proposed Instrument of Delegation.
  - (b) Such powers and functions delegated in resolution 4 (a) may be further sub-delegated by the Chief Executive Officer in accordance with Sections 44 and 101 of the *Local Government Act 1999* and Section 100(2)(c) of the *Planning, Development and Infrastructure Act 2016* as the Chief Executive Officer sees fit, unless otherwise indicated herein or in the Schedule of Conditions contained in the relevant Instrument of Delegation.
3. General:

The delegations granted in resolution 2 above are subject to the following conditions and limitations:

  - (a) If two or more delegates are nominated in respect of a power or function, then each nominated person or position is granted a delegation and may exercise the power or function independently of any other delegate.
  - (b) the delegate must exercise a delegated function or power in accordance with and due regard to:
    - (i) applicable legislative and other legal requirements; and
    - (ii) relevant policies and guidelines adopted by the Council.



- (c) Each delegation of a power or function is granted independent of, and severable from, every other delegation granted under this or any other resolution or instrument.
- (d) A delegation of a power or function determined to be invalid or unlawful will be deemed to be severed from the delegations granted under this or any other resolution or instrument and remaining delegations will continue to operate according to their terms.
- (e) These delegations will come into operation on Wednesday 16 October 2024 and remain in force until varied or revoked by resolution of the Council.
- (f) Previous delegations granted by the Council of the powers and functions delegated under these resolutions are revoked with effect from Wednesday 16 October 2024.

## **PURPOSE**

To periodically update delegations based on changes to LGA template instruments for the abovementioned legislation as provided via tables in the Attachment in accordance with sections 44 and 101 of the *Local Government Act 1999* and other relevant legislation.

## **SUMMARY OF IMPLICATIONS AND BENEFITS**

### **Implications**

It is imperative that delegations are validly made as the consequences of ineffective or invalid delegations include:

- the exercise of power may fail – i.e. the decision may be liable to being overturned by a court
- the cost of a successful challenge to an unlawful decision will likely be borne by the Council
- where an unlawful decision causes loss or damage the Council may be liable.
- 

Whilst the abovementioned risks are at the extreme, the most likely risk of ineffective or invalid delegations is on the capacity of the administration to perform the day to day functions of Council for the benefit of the community in an efficient and timely manner.

If decision making is limited to the Chief Executive Officer or the Council then the pace with which decisions can be made and implemented will reduce and administrative resources and time associated with the formalities of presenting matters to a higher authority for decision will increase.

A balance is appropriate whereby all decision makers understand the context within which decisions are made and the expectations with regard to exercising, or not exercising, delegated powers.

It is important to note that a delegation provides authority but not an obligation for a delegate to exercise the delegated power. Accordingly, some decisions may be escalated to a higher authority for consideration and determination where the delegate considers it appropriate.

It should also be noted that delegations (or sub-delegations) are revocable and in any event do not prevent the Council from acting in a matter that has not already been determined.

### **Benefits**



The establishment of delegations (and sub-delegations) allows the Council to implement its strategic and policy goals through the wide range of transactions and activities conducted by the administration on a daily basis, rather than requiring the Elected Council to endorse each transaction or activity individually (which would be unduly onerous).

**BACKGROUND / OPTIONS**

Delegations are the way in which Council enables other people/bodies (usually Council Officers) to undertake the many functions required for the day to day administrative activities of Council.

Section 44 of the *Local Government Act 1999* (the Act) provides that the Council may delegate a power or function vested or conferred under this or another Act to a Council committee, a subsidiary, an employee, an employee occupying a particular office or position, or an authorised person. Other Acts also contain specific powers of delegation.

Council may review its delegations at any time and must review all delegations within 12 months of each periodic election. Council last conducted a comprehensive review of delegations in June 2023, based upon the Local Government Association of SA (LGA) delegations framework.

This report presents updates based upon changes made to the LGA template delegations since previous delegation reports presented in June 2023 and January 2024. The LGA template delegations are updated periodically in accordance with reform to relevant legislation, with the support of their partners Norman Waterhouse Lawyers.

The updates are summarised in the following table:

<u>Legislative Instrument</u>	<u>Amendments</u>
<ul style="list-style-type: none"> <li>Instrument B - Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning and Design Code and Practice Directions of Powers of a Council as a Relevant Authority</li> </ul>	1 new provision

**DETAILED IMPLICATIONS**

<b>Legal</b>	<p>As the authority under which the Chief Executive Officer (and in turn other Council Officers) are empowered to make decisions on behalf of Council, it is imperative that valid delegations are made in accordance with relevant legislation.</p> <p>Council uses the template delegations and processes as provided and updated by the Local Government Association, as amended to suit the specific circumstances applicable to the City of Mount Gambier, to ensure appropriate delegations are in place to support the activities of Council in a compliant manner.</p>
<b>Financial and Budget</b>	An absence of appropriate delegations (and sub-delegations) would not enable the Council, Chief Executive Officer and other Council officers to direct decision making to an appropriate (sub)delegate to enable efficient and effective administration of the many, varied and routine functions of Council.
<b>Other Resources</b>	The making of delegations (and sub-delegations) enables the Council to give effect to the strategic and policy objectives of Council through the



	<p>many and diverse transactions and activities undertaken by the administration on a daily basis.</p> <p>An absence of appropriate delegations would necessitate presentation to a formal meeting of Council for decision, which would be a resource intensive, inefficient and untimely decision-making process for routine administrative matters.</p>
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**RISK ANALYSIS**

Consequence	Consequence Rating:	Risk Likelihood Rating:	Risk Rating	Risk Controls and effectiveness	Risk Mitigation Plan
<b>Finance</b>	Minor (2)	Unlikely (2)	Low	Use of the LGA template delegations and resources, which are created for the use of SA Council's with the support of Norman Waterhouse Lawyers. Administration and recording of delegations via subject-specific software, RelianSys. Staff induction and training on the importance of understanding powers, conditions/limitations and duties under relevant legislation. Tiered limits of financial delegation in accordance with industry-accepted practice.	Residual risk falls within tolerance, no requirement for additional / further treatments.
<b>Reputation</b>	Moderate (3)	Unlikely (2)	Moderate	Use of the LGA template delegations and resources, which are created for the use of SA	Residual risk falls within tolerance, no requirement for additional / further treatments.



				<p>Council's with the support of Norman Waterhouse Lawyers. Administration and recording of delegations via subject-specific software, RelianSys. Staff induction and training on the importance of understanding powers, conditions/limitations and duties under relevant legislation. Tiered limits of financial delegation in accordance with industry-accepted practice. Publication of delegations register on Council's website.</p>	
<p><b>Legal / Regulatory / Policy</b></p>	<p>Major (4)</p>	<p>Rare (1)</p>	<p>Moderate</p>	<p>Use of the LGA template delegations and resources, which are created for the use of SA Council's with the support of Norman Waterhouse Lawyers. Administration and recording of delegations via subject-specific software, RelianSys. Staff induction and training on the importance of understanding</p>	<p>This is where the risk would remain higher but for the use of the LGA template. Given that use, there is no requirement for additional / further treatments.</p>



				powers, conditions/limitations and duties under relevant legislation. Tiered limits of financial delegation in accordance with industry-accepted practice.	
<b>Service Delivery</b>	Major (4)	Rare (1)	Moderate	Use of the LGA template delegations and resources, which are created for the use of SA Council's with the support of Norman Waterhouse Lawyers. Administration and recording of delegations via subject-specific software, RelianSys. Staff induction and training on the importance of understanding powers, conditions/limitations and duties under relevant legislation. Tiered limits of financial delegation in accordance with industry-accepted practice.	Given that delegations are designed to ensure effective service delivery, the use of the template and the regularity of updates, means no additional mitigations are required.
<b>People</b>	Minor (2)	Unlikely (2)	Low	Use of the LGA template delegations and resources, which are created for the	Residual risk falls within tolerance, no requirement for additional / further treatments.



				<p>use of SA Council's with the support of Norman Waterhouse Lawyers. Administration and recording of delegations via subject-specific software, RelianSys. Staff induction and training on the importance of understanding powers, conditions/limitations and duties under relevant legislation. Tiered limits of financial delegation in accordance with industry-accepted practice.</p>	
<b>Infrastructure</b>	Insignificant (1)	Rare (1)	Low	There are limited implications for infrastructure and therefore is N/A	N/A
<b>Environmental</b>	Insignificant (1)	Rare (1)	Low	There are limited implications for environmental impacts and therefore is N/A	N/A

**APPLICATION OF MOUNT GAMBIER 2035**

N/A

**APPLICATION OF STRATEGIC PLAN**

**Goal 5 Our Commitment**

5 Our Commitment

**RELEVANT COUNCIL POLICY**



N/A

## **IMPLEMENTATION, COMMUNICATION AND ENGAGEMENT**

If the Council resolves to grant the delegations, then the updated delegations will come into operation on the day following the Council meeting together with updated sub-delegations made by the Chief Executive Officer, and previous delegations for these legislative instruments are contemporaneously revoked.

The implementation of updated delegations (and sub-delegations) is proposed to follow the existing process as utilised for recent reviews and updates using a delegations software, RelianSys.

Once delegations are made by Council, the Chief Executive Officer will re-make sub-delegations to other officers with all (sub)delegations recorded in the delegation (software) register, electronic records management system, published on the Council website, and notified to sub-delegates.

There is no legislative requirement to actively engage the community on the making of delegations. A person is however entitled to inspect the record of delegations and in support of this a full extract of the delegation register is published on the Council website [here](#).

## **CONCLUSION**

This report recommends that Council endorse updated delegations to the Chief Executive Officer for the legislation listed in the report background as contained in the tables attached to this report.

The recommendations contain conditions associated with the grant of delegations and include the revocation of pre-existing delegations and sub-delegations associated with the relevant instruments.

## **ATTACHMENTS**

1. Instrument B - Planning, Development and Infrastructure Act 2016 [18.13.1 - 24 pages]





## Instrument B – Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning and Design Code and Practice Directions of Powers of a Council as a Relevant Authority

ID	Delegation Source	Provision	Item Delegated
312344	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning and Design Code and Practice Directions of Powers of a Council as a Relevant Authority (Instrument B);	s7(5)(a)	<p>1. Environment and Food Production Areas – Greater Adelaide</p> <p>1.1 The power pursuant to Section 7(5)(a) of the Planning, Development and Infrastructure Act 2016 (the PDI Act), in relation to a proposed development in an environment and food production area that involves a division of land that would create 1 or more additional allotments to seek the concurrence of the Commission in the granting of the development authorisation to the development.</p>
312345	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning and Design Code and Practice Directions of Powers of a Council as a Relevant Authority (Instrument B);	s7(5)(d)	<p>1. Environment and Food Production Areas – Greater Adelaide</p> <p>1.2 The power pursuant to Section 7(5)(d) of the PDI Act in relation to a proposed development in an environment and food production area that involves a division of land that would create one or more additional allotments, to, if the proposed development will create additional allotments to be used for residential development, refuse to grant development authorisation in relation to the proposed development.</p>
312346	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning and Design Code and Practice Directions of Powers of a Council as a Relevant Authority (Instrument B);	s99(2)(b)(ii)	<p>2. Related Provisions</p> <p>2.1 The power pursuant to Section 99(2)(b)(ii) of the PDI Act to, if appropriate, grant development approval in the case of Section 99(1)(d) of the PDI Act.</p>
312347	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning and Design Code and Practice Directions of Powers of a Council as a Relevant Authority (Instrument B);	s99(3)	<p>2. Related Provisions</p> <p>2.2 The power pursuant to Section 99(3) of the PDI Act where a proposed development is to be undertaken within the area of the Council, to, subject to the regulations, if appropriate, grant the final development approval after all elements of the development have been approved by one or more relevant authorities under Section 99 of the PDI Act.</p>
312348	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning and Design Code and	s102(1)	<p>3. Matters Against Which Development Must be Assessed</p>



## Instrument B – Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning and Design Code and Practice Directions of Powers of a Council as a Relevant Authority

ID	Delegation Source	Provision	Item Delegated
	Practice Directions of Powers of a Council as a Relevant Authority (Instrument B);		3.1 The power pursuant to Section 102(1) of the PDI Act to assess a development against and grant or refuse a consent in respect of the relevant provisions of the Building Rules (building consent).
312349	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning and Design Code and Practice Directions of Powers of a Council as a Relevant Authority (Instrument B);	s102(8)	3. Matters Against Which Development Must be Assessed 3.2 The power pursuant to Section 102(8) of the PDI Act, when all relevant consents have been granted in relation to a development, to in accordance with the PDI Act, indicate that the development is approved.
312350	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning and Design Code and Practice Directions of Powers of a Council as a Relevant Authority (Instrument B);	s118(1)	4. Building Consent 4.1 The power pursuant to Section 118(1) of the PDI Act, if the Regulations provide that a form of building work complies with the Building Rules, to grant any such building work a building consent (subject to such conditions or exceptions as may be prescribed by the regulations).
312351	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning and Design Code and Practice Directions of Powers of a Council as a Relevant Authority (Instrument B);	s118(2)(a)	4. Building Consent 4.2 The power pursuant to Section 118(2)(a) of the PDI Act to seek the concurrence of the Commission to grant a building consent in respect of a development that is at variance with the performance requirements of the Building Code or a Ministerial building standard.
312352	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning and Design Code and Practice Directions of Powers of a Council as a Relevant Authority (Instrument B);	s118(2)	4. Building Consent 4.3 The power pursuant to Section 118(2) of the PDI Act, subject to Section 118(6) of the PDI Act, to grant a building consent to a development that is at variance with the Building Rules if: 4.3.1 the variance is with a part of the Building Rules other than the Building Code or a Ministerial building standard and the delegate determines that it is appropriate to grant the consent despite the variance on the basis that the delegate is satisfied: 4.3.1.1 that:



## Instrument B – Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning and Design Code and Practice Directions of Powers of a Council as a Relevant Authority

ID	Delegation Source	Provision	Item Delegated
			<p>(a) the provisions of the Building Rules are inappropriate to the particular building or building work, or the proposed building work fails to conform with the Building Rules only in minor respects; and</p> <p>(b) the variance is justifiable having regard to the objects of the Planning and Design Code or the performance requirements of the Building Code or a Ministerial building standard (as the case may be) and would achieve the objects of this Act as effectively, or more effectively, than if the variance were not to be allowed; or</p> <p>4.3.1.2 in a case where the consent is being sought after the development has occurred - that the variance is justifiable in the circumstances of the particular case.</p>
312353	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning and Design Code and Practice Directions of Powers of a Council as a Relevant Authority (Instrument B);	s118(4)	<p>4. Building Consent</p> <p>4.4 The power pursuant to Section 118(4) of the PDI Act, to at the request or with the agreement of the applicant, refer proposed building work to the Commission for an opinion on whether or not it complies with the performance requirements of the Building Code or a Ministerial building standard.</p>
312354	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning and Design Code and Practice Directions of Powers of a Council as a Relevant Authority (Instrument B);	s118(6)	<p>4. Building Consent</p> <p>4.5 The power pursuant to Section 118(6) of the PDI Act if an inconsistency exists between the Building Rules and the Planning Rules in relation to a State heritage place or a local heritage place, to, in determining an application for building consent, ensure, so far as is reasonably practicable, that standards of building soundness, occupant safety and amenity are achieved in respect of the development that are as good as can reasonably be achieved in the circumstances.</p>
312355	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning and Design Code and	s118(7)	<p>4. Building Consent</p> <p>4.6 The power pursuant to Section 118(7) of the PDI Act to seek and consider the advice of the Commission before imposing or agreeing to a</p>



## Instrument B – Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning and Design Code and Practice Directions of Powers of a Council as a Relevant Authority

ID	Delegation Source	Provision	Item Delegated
	Practice Directions of Powers of a Council as a Relevant Authority (Instrument B);		requirement under Section 18(6) of the PDI Act that would be at variance with the performance requirements of the Building Code or a Ministerial building standard.
312356	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning and Design Code and Practice Directions of Powers of a Council as a Relevant Authority (Instrument B);	s118(8)	<p>4. Building Consent</p> <p>4.7 The power pursuant to Section 118(8) of the PDI Act, to, subject to the PDI Act, accept that proposed building work complies with the Building Rules to the extent that:</p> <p>4.7.1 such compliance is certified by the provision of technical details, particulars, plans, drawings or specifications prepared and certified in accordance with the regulations; or</p> <p>4.7.2 such compliance is certified by a building certifier.</p>
312357	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning and Design Code and Practice Directions of Powers of a Council as a Relevant Authority (Instrument B);	s118(10)	<p>4. Building Consent</p> <p>4.8 The power pursuant to Section 118(10) of the PDI Act to refuse to grant a consent in relation to any development if, as a result of that development, the type or standard of construction of a building of a particular classification would cease to conform with the requirements of the Building Rules for a building of that classification</p>
312358	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning and Design Code and Practice Directions of Powers of a Council as a Relevant Authority (Instrument B);	s118(11)	<p>4. Building Consent</p> <p>4.9 The power pursuant to Section 118(11) of the PDI Act, if a relevant authority decides to grant building consent in relation to a development that is at variance with the Building Rules, to, subject to the regulations, in giving notice of the relevant authority's decision on the application for that consent, specify (in the notice or in an accompanying document):</p> <p>4.9.1 the variance; and</p> <p>4.9.2 the grounds on which the decision is being made.</p>
312359	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning and Design Code and	s119(1)(b)	<p>5. Application and Provision of Information</p> <p>5.1 The power pursuant to Section 119(1)(b) of the PDI Act to require an application to the relevant authority for the purposes of Part 7 of the</p>



## Instrument B – Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning and Design Code and Practice Directions of Powers of a Council as a Relevant Authority

ID	Delegation Source	Provision	Item Delegated
	Practice Directions of Powers of a Council as a Relevant Authority (Instrument B);		PDI Act, to include any information as the delegate may reasonably require.
312360	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning and Design Code and Practice Directions of Powers of a Council as a Relevant Authority (Instrument B);	s119(3)	<p>5. Application and Provision of Information</p> <p>5.2 The power pursuant to Section 119(3) of the PDI Act to request an applicant:</p> <p>5.2.1 to provide such additional documents, assessments or information (including calculations and technical details) as the delegate may reasonably require to assess the application;</p> <p>5.2.2 to remedy any defect or deficiency in any application or accompanying document or information required by or under the PDI Act;</p> <p>5.2.3 to consult with an authority or body prescribed by the regulations;</p> <p>5.2.4 to comply with any other requirement prescribed by the regulations.</p>
484388	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning and Design Code and Practice Directions of Powers of a Council as a Relevant Authority (Instrument B);	s119(6)(b)	<p>5. Application and Provision of Information</p> <p>5.3 The power pursuant to Section 119(6)(b) of the PDI Act if a request is made under Section 119(3) of the PDI Act and the request is not complied with within the time specified by the Regulations, subject to Section 119(6)(b)(ii), to refuse the application.</p>
388522	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning and Design Code and Practice Directions of Powers of a Council as a Relevant Authority (Instrument B);	s119(7)	<p>5. Application and Provision of Information</p> <p>5.4 The power pursuant to Section 119(7) of the PDI Act to, in dealing with an application that relates to a regulated tree, consider that special circumstances apply.</p>
312362	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning and Design Code and Practice Directions of Powers of a Council as a Relevant Authority (Instrument B);	s119(9)	<p>5. Application and Provision of Information</p> <p>5.5 The power pursuant to Section 119(9) of the PDI Act to:</p> <p>5.5.1 permit an applicant:</p> <p>5.5.1.1 to vary an application;</p>



## Instrument B – Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning and Design Code and Practice Directions of Powers of a Council as a Relevant Authority

ID	Delegation Source	Provision	Item Delegated
			5.5.1.2 to vary any plans, drawings, specifications or other documents that accompanied an application, (provided that the essential nature of the proposed development is not changed);
312363	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning and Design Code and Practice Directions of Powers of a Council as a Relevant Authority (Instrument B);	s119(9)	5. Application and Provision of Information 5.5 The power pursuant to Section 119(9) of the PDI Act to: 5.5.2 permit an applicant to lodge an application without the provision of any information or document required by the regulations;
312364	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning and Design Code and Practice Directions of Powers of a Council as a Relevant Authority (Instrument B);	s119(9)	5. Application and Provision of Information 5.5 The power pursuant to Section 119(9) of the PDI Act to: 5.5.3 to the extent that the fee is payable to the relevant authority waive payment of whole or part of the application fee, or refund an application fee (in whole or in part);
312365	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning and Design Code and Practice Directions of Powers of a Council as a Relevant Authority (Instrument B);	s119(9)	5. Application and Provision of Information 5.5 The power pursuant to Section 119(9) of the PDI Act to: 5.5.4 if there is an inconsistency between any documents lodged with the relevant authority for the purposes of Part 7 of the PDI Act (whether by an applicant or any other person), or between any such document and a development authorisation that has already been given that is relevant in the circumstances, return or forward any document to the applicant or to any other person and determine not to finalise the matter until any specified matter is resolved, rectified or addressed.
312366	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016,	s119(10)	5. Application and Provision of Information



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ID	Delegation Source	Provision	Item Delegated
	Regulations, Planning and Design Code and Practice Directions of Powers of a Council as a Relevant Authority (Instrument B);		5.6 The power pursuant to Section 119(10) of the PDI Act to grant a permission under Section 119(9) of the PDI Act unconditionally or subject to such conditions as the delegate thinks fit.
312367	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning and Design Code and Practice Directions of Powers of a Council as a Relevant Authority (Instrument B);	s119(12)	5. Application and Provision of Information 5.7 The power pursuant to Section 119(12) of the PDI Act to, in a consent, provide for, or envisage, the undertaking of development in stages, with separate consents or approvals for the various stages.
312368	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning and Design Code and Practice Directions of Powers of a Council as a Relevant Authority (Instrument B);	s119(14)	5. Application and Provision of Information 5.8 The power pursuant to Section 119(14) of the PDI Act to if an applicant withdraws an application to determine to refund the application fee.
312371	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning and Design Code and Practice Directions of Powers of a Council as a Relevant Authority (Instrument B);	s122(1)	6. Referrals to Other Authorities or Agencies 6.1 The power pursuant to Section 122(1) of the PDI Act, where an application for consent to, or approval of, a proposed development of a prescribed class is to be assessed by a relevant authority, to: 6.1.1 refer the application, together with a copy of any relevant information provided by the applicant, to a body prescribed by the regulations (including, if so prescribed, the Commission); and 6.1.2 not make a decision until the relevant authority has received a response from that prescribed body in relation to the matter or matters for which the referral was made where the regulations so provide, subject to Section 122 of the PDI Act.
312372	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning and Design Code and	s122(5)(b)	6. Referrals to Other Authorities or Agencies 6.2 The power pursuant to Section 122(5)(b) of the PDI Act, acting by direction of a prescribed body: 6.2.1 to refuse the application; or



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ID	Delegation Source	Provision	Item Delegated
	Practice Directions of Powers of a Council as a Relevant Authority (Instrument B);		6.2.2 consent to or approve the development and impose such conditions as the prescribed body thinks fit, (subject to any specific limitation under another Act as to the conditions that may be imposed by the prescribed body) where the regulations so provide.
312373	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning and Design Code and Practice Directions of Powers of a Council as a Relevant Authority (Instrument B);	s122(7)	6. Referrals to Other Authorities or Agencies 6.3 The power pursuant to Section 122(7) of the PDI Act, if the relevant authority is directed by a prescribed body to refuse an application and the refusal is the subject of an appeal under the PDI Act, to apply for the relevant authority to be joined as a party to the proceedings.
312374	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning and Design Code and Practice Directions of Powers of a Council as a Relevant Authority (Instrument B);	s122(10)	7. Referrals to Other Authorities or Agencies 7.4 The power pursuant to Section 122(10) of the PDI Act to, if requested by an applicant, defer a referral under Section 122 of the PDI Act to a particular stage in the process of assessment.
312375	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning and Design Code and Practice Directions of Powers of a Council as a Relevant Authority (Instrument B);	s124(1)	7. Proposed Development Involving Creation of Fortifications 7.1 The power pursuant to Section 124(1) of the PDI Act, if the delegate has reason to believe that a proposed development may involve the creation of fortifications, to refer the application for consent to, or approval of, the proposed development to the Commissioner of Police (the Commissioner).
312376	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning and Design Code and Practice Directions of Powers of a Council as a Relevant Authority (Instrument B);	s124(5)	7. Proposed Development Involving Creation of Fortifications 7.2 The power pursuant to Section 124(5) of the PDI Act, if the Commissioner determines that the proposed development involves the creation of fortification, to: 7.2.1 if the proposed development consists only of the creation of fortifications – refuse the application;



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ID	Delegation Source	Provision	Item Delegated
			7.2.2 in any other case – impose conditions in respect of any consent to or approval of the proposed development prohibiting the creation of the fortification.
312377	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning and Design Code and Practice Directions of Powers of a Council as a Relevant Authority (Instrument B);	s124(6)	7. Proposed Development Involving Creation of Fortifications 7.3 The power pursuant to Section 124(6) of the PDI Act, if the relevant authority acting on the basis of a determination of the Commissioner under Section 124(2) of the PDI Act refuses an application or imposes conditions in respect of a development authorisation, to notify the applicant that the application was refused, or the conditions imposed, on the basis of a determination of the Commissioner under Section 124 of the PDI Act.
312378	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning and Design Code and Practice Directions of Powers of a Council as a Relevant Authority (Instrument B);	s124(7)	7. Proposed Development Involving Creation of Fortifications 7.4 The power pursuant to Section 124(7) of the PDI Act, if a refusal or condition referred to in Section 124(5) of the PDI Act is the subject of an appeal under the PDI Act, to apply to the Court to be joined as a party to the appeal.
312379	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning and Design Code and Practice Directions of Powers of a Council as a Relevant Authority (Instrument B);	s126(1)	8. Determination of Application 8.1 The power pursuant to Section 126(1) of the PDI Act to, on making a decision on an application under Part 7 of the PDI Act, give notice of the decision in accordance with the regulations (and, in the case of a refusal, to include in the notice the reasons for the refusal and any appeal rights that exist under the PDI Act).
312380	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning and Design Code and Practice Directions of Powers of a Council as a Relevant Authority (Instrument B);	s126(3)	8. Determination of Application 8.2 The power pursuant to Section 126(3) of the PDI Act to, on the delegate's own initiative or on the application of a person who has the benefit of any relevant development authorisation, extend a period prescribed under Section 126(2) of the PDI Act.



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ID	Delegation Source	Provision	Item Delegated
312381	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning and Design Code and Practice Directions of Powers of a Council as a Relevant Authority (Instrument B);	s127(1)	9. Conditions 9.1 The power pursuant to Section 127(1) of the PDI Act to make a decision subject to such conditions (if any) as the delegate thinks fit to impose in relation to the development.
312382	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning and Design Code and Practice Directions of Powers of a Council as a Relevant Authority (Instrument B);	s127(2)(c)	9. Conditions 9.2 The power pursuant to Section 127(2)(c) of the PDI Act to vary or revoke a condition in accordance with an application under Part 7 of the PDI Act.
682250	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning and Design Code and Practice Directions of Powers of a Council as a Relevant Authority (Instrument B);	s128(1) and (2)	10. Variation of Authorisation 10.1 The power pursuant to Sections 128(1) and (2) of the PDI Act to determine an application seeking the variation of a development authorisation previously given under the PDI Act (including an application seeking the variation of a condition imposed with respect to the development authorisation).
312383	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning and Design Code and Practice Directions of Powers of a Council as a Relevant Authority (Instrument B);	s128(2)(d)	10. Variation of Authorisation 10.2 The power pursuant to Section 128(2)(d) of the PDI Act to approve an application for a variation to a development authorisation previously given under the PDI Act, which seeks to extend the period for which the relevant authorisation remains operative.
312384	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning and Design Code and Practice Directions of Powers of a Council as a Relevant Authority (Instrument B);	s133(3)	11. Saving Provisions 11.1 The power pursuant to Section 133(3) of the PDI Act to, in order to avoid or reduce hardship, extend the limitation period referred to in Section 133(2) of the PDI Act.



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ID	Delegation Source	Provision	Item Delegated
312385	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning and Design Code and Practice Directions of Powers of a Council as a Relevant Authority (Instrument B);	s134(1)	12. Requirement to Up-grade 12.1 The power pursuant to Section 134(1) of the PDI Act to form the opinion that the building is unsafe, structurally unsound or in an unhealthy condition.
312386	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning and Design Code and Practice Directions of Powers of a Council as a Relevant Authority (Instrument B);	s134(1)	12. Requirement to Up-grade 12.2 The power pursuant to Section 134(1) of the PDI Act, if: 12.2.1.1 building work in the nature of an alteration to a building constructed before the date prescribed by regulation for the purposes of Section 134(1) of the PDI Act; or 12.2.1.2 a change of classification of a building; and 12.2.2 the building is, in the opinion of the delegate, unsafe, structurally unsound or in an unhealthy condition, to require that building work that conforms with the requirements of the Building Rules be carried out to the extent reasonably necessary to ensure that the building is safe and conforms to proper structural and health standards.
312387	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning and Design Code and Practice Directions of Powers of a Council as a Relevant Authority (Instrument B);	s134(2)	12. Requirement to Up-grade 12.3 The power pursuant to Section 134(2) of the PDI Act, when imposing a requirement under Section 134(1) of the PDI Act, to specify (in reasonable detail) the matters under Section 134(1)(b) of the PDI Act that must, in the opinion of the delegate, be addressed.
312388	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning and Design Code and Practice Directions of Powers of a Council as a Relevant Authority (Instrument B);	s134(3)	12. Requirement to Up-grade 12.4 The power pursuant to Section 134(3) of the PDI Act to impose a requirement under Section 134(1) of the PDI Act: 12.4.1 subject to Section 134(3)(b) of the PDI Act - on the basis that the relevant matters must be addressed as part of the application before the relevant authority will grant building consent; and



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ID	Delegation Source	Provision	Item Delegated
			12.4.2 in cases prescribed by the regulations - as a condition of the building consent that must be complied with within a prescribed period after the building work to which the application for consent relates is completed
312389	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning and Design Code and Practice Directions of Powers of a Council as a Relevant Authority (Instrument B);	s134(4)	<p>12. Requirement to Up-grade</p> <p>12.5 The power pursuant to Section 134(4) of the PDI Act if:</p> <p>12.5.1 an application is made for building consent for building work in the nature of an alteration of a class prescribed by the regulations; and</p> <p>12.5.2 the delegate is of the opinion that the affected part of the building does not comply with the performance requirements of the Building Code or a Ministerial building standard in relation to access to buildings, and facilities and services within buildings, for people with disabilities, to require that building work or other measures be carried out to the extent necessary to ensure that the affected part of the building will comply with those performance requirements of the Building Code or the Ministerial building standard (as the case may be).</p>
312390	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning and Design Code and Practice Directions of Powers of a Council as a Relevant Authority (Instrument B);	s134(5)	<p>12. Requirement to Up-grade</p> <p>12.6 The power pursuant to Section 134(5) of the PDI Act to impose a requirement under Section 134(4) of the PDI Act:</p> <p>12.6.1 subject to Section 134(5)(b) of the PDI Act - on the basis that the building work or other measures to achieve compliance with the relevant performance requirements must be addressed before the relevant authority will grant building consent; and</p> <p>12.6.2 in cases prescribed by the regulations - as a condition of the building consent that must be complied with within a prescribed period after the building work to which the application for consent relates is completed.</p>
312391	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016,	s135(2)(d)	13. Urgent Building Work



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ID	Delegation Source	Provision	Item Delegated
	Regulations, Planning and Design Code and Practice Directions of Powers of a Council as a Relevant Authority (Instrument B);		13.1 The power pursuant to Section 135(2)(d) of the PDI Act to issue any direction.
312392	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning and Design Code and Practice Directions of Powers of a Council as a Relevant Authority (Instrument B);	s143(1)	14. Cancellation of Development Authorisation 14.1 The power pursuant to Section 143(1) of the PDI Act to, on the application of a person who has the benefit of the authorisation, cancel a development authorisation previously given by the relevant authority.
312393	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning and Design Code and Practice Directions of Powers of a Council as a Relevant Authority (Instrument B);	s143(2)	14. Cancellation of Development Authorisation 14.2 The power pursuant to Section 143(2) of the PDI Act to make a cancellation under Section 143(1) of the PDI Act subject to such conditions (if any) as the delegate thinks fit to impose.
312394	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning and Design Code and Practice Directions of Powers of a Council as a Relevant Authority (Instrument B);	s235(1)	15. Professional Advice to be Obtained in Relation to Certain Matters 15.1 The power pursuant to Section 235(1) of the PDI Act, to, in the exercise of a prescribed function, rely on a certificate of a person with prescribed qualifications.
312395	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning and Design Code and Practice Directions of Powers of a Council as a Relevant Authority (Instrument B);	s235(2)	15. Professional Advice to be Obtained in Relation to Certain Matters 15.2 The power pursuant to Section 235(2) of the PDI Act to seek and consider the advice of a person with prescribed qualifications, or a person approved by the Minister for that purpose, in relation to a matter arising under the PDI Act that is declared by regulation to be a matter on which such advice should be sought.
312396	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning and Design Code and	cl18(2) sch8	16. Continuation of Processes 16.1 The power pursuant to Clause 18(2) of Schedule 8 of the PDI Act, to:



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ID	Delegation Source	Provision	Item Delegated
	Practice Directions of Powers of a Council as a Relevant Authority (Instrument B);		16.1.1 adopt any findings or determinations of a relevant authority under the repealed Act that may be relevant to an application to which Clause 18(1) of Schedule 8 of the PDI Act applies; and 16.1.2 adopt or make any decision (including a decision in the nature of a determination), direction or order in relation to an application to which Clause 18(1) of Schedule 8 of the PDI Act applies; and 16.1.3 deal with any matter that is subject to a reserved decision under the repealed Act before the designated day; and 16.1.4 deal with any requirement or grant any variation imposed or proposed in connection with an application to which Clause 18(1) of Schedule 8 of the PDI Act applies; and 16.1.5 take any other step or make any other determination authorised by the regulations, or that is reasonably necessary to promote or ensure a smooth transition on account of the transfer of functions, powers or duties under Clause 18 of Schedule 8 of the PDI Act.
312397	Planning, Development and Infrastructure (General) Regulations 2017	r25(7)(c)	17. Accredited Professionals 17.1 The power pursuant to Regulation 25(7)(c) of the Planning, Development and Infrastructure (General) Regulations 2017 (the General Regulations) to form the opinion and be satisfied, on the basis of advice received from the accreditation authority under the Planning, Development and Infrastructure (Accredited Professionals) Regulations 2019, a relevant professional association, or other relevant registration or accreditation authority, that a person has engineering or other qualifications that qualify the person to act as a technical expert under Regulation 25 of the General Regulations.
312398	Planning, Development and Infrastructure (General) Regulations 2017	r31(1)	18. Verification of Application 18.1 The power pursuant to Regulation 31(1) of the General Regulations, on the receipt of an application under Section 119 of the PDI



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ID	Delegation Source	Provision	Item Delegated
			Act, and in addition to any other requirement under the General Regulations, to, in order to ensure that an application has been correctly lodged and can be assessed in accordance with the PDI Act: 18.1.1 determine the nature of the development; and
312399	Planning, Development and Infrastructure (General) Regulations 2017	r31(1)	18. Verification of Application 18.1 The power pursuant to Regulation 31(1) of the General Regulations, on the receipt of an application under Section 119 of the PDI Act, and in addition to any other requirement under the General Regulations, to, in order to ensure that an application has been correctly lodged and can be assessed in accordance with the PDI Act: 18.1.2 if the application is for planning consent - determine: 18.1.2.1 whether the development involves 2 or more elements and, if so, identify each of those elements for the purposes of assessment against the provisions of the Planning and Design Code; and 18.1.2.2 the category or categories of development that apply for the purposes of development assessment; and
312400	Planning, Development and Infrastructure (General) Regulations 2017	r31(1)	18. Verification of Application 18.1 The power pursuant to Regulation 31(1) of the General Regulations, on the receipt of an application under Section 119 of the PDI Act, and in addition to any other requirement under the General Regulations, to, in order to ensure that an application has been correctly lodged and can be assessed in accordance with the PDI Act: 18.1.3 determine whether the relevant authority is the correct entity to assess the application under the PDI Act; and
312401	Planning, Development and Infrastructure (General) Regulations 2017	r31(1)	18. Verification of Application 18.1 The power pursuant to Regulation 31(1) of the General Regulations, on the receipt of an application under Section 119 of the PDI Act, and in addition to any other requirement under the General



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ID	Delegation Source	Provision	Item Delegated
			<p>Regulations, to, in order to ensure that an application has been correctly lodged and can be assessed in accordance with the PDI Act:                      18.1.4 if the relevant authority is the correct entity to assess the application (or any part of the application):                      18.1.4.1 check that the appropriate documents and information have been lodged with the application; and                      18.1.4.2 confirm the prescribed fees required to be paid at that point ; and                      18.1.4.3 provide an appropriate notice via the SA planning portal; and</p>
312402	Planning, Development and Infrastructure (General) Regulations 2017	r31(1)	<p>18. Verification of Application                      18.1 The power pursuant to Regulation 31(1) of the General Regulations, on the receipt of an application under Section 119 of the PDI Act, and in addition to any other requirement under the General Regulations, to, in order to ensure that an application has been correctly lodged and can be assessed in accordance with the PDI Act:                      18.1.5 if the relevant authority is not the correct entity to assess the application (or any part of the application):                      18.1.5.1 provide the application (or any relevant part of the application), and any relevant plans, drawings, specifications and other documents and information in its possession, to the entity that the delegate considers to be the correct relevant authority in accordance with any practice direction; and                      18.1.5.2 provide an appropriate notice via the SA planning portal.</p>
312403	Planning, Development and Infrastructure (General) Regulations 2017	r35(3)	<p>19. Amended Applications                      19.1 The power pursuant to Regulation 35(3) of the General Regulations if an application is varied following referral under Division 2 or giving of notice under Division 3, to, if the variations are not substantial, consider the application without the need to repeat an action otherwise required under Division 2 or Division 3.</p>



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ID	Delegation Source	Provision	Item Delegated
312404	Planning, Development and Infrastructure (General) Regulations 2017	r35(4)	<p>19. Amended Applications</p> <p>19.2 The power pursuant to Regulation 35(4) of the General Regulations if a variation would change the essential nature of a proposed development (as referred to in Section 119(9)(a) of the PDI Act), to agree with the applicant to proceed with the variation on the basis that the application (as so varied) will be treated as a new application under the General Regulations.</p>
312405	Planning, Development and Infrastructure (General) Regulations 2017	r38(1)	<p>20. Withdrawing/Lapsing Applications</p> <p>20.1 The power pursuant to Regulation 38(1) of the General Regulations if an application is withdrawn by the applicant under Section 119(14) of the PDI Act, to notify:</p> <p>20.1.1 any agency to which the application has been referred under Division 2 of the General Regulations; and</p> <p>20.1.2 any person who has made a representation in relation to the application under Division 3 of the General Regulations, of the withdrawal.</p>
484389	Planning, Development and Infrastructure (General) Regulations 2017	r38(2)	<p>20. Withdrawing/Lapsing Applications</p> <p>20.2 The power pursuant to Regulation 38(2) of the General Regulations to lapse an application for a development authorisation under Part 7 of the PDI Act if at least one year has passed since the date on which the application was lodged with the relevant authority.</p>
312406	Planning, Development and Infrastructure (General) Regulations 2017	r38(3)	<p>20. Withdrawing/Lapsing Applications</p> <p>20.3 The power pursuant to Regulation 38(3) of the General Regulations before taking action to lapse an application under Regulation 38(2) of the General Regulations to:</p> <p>20.3.1 take reasonable steps to notify the applicant of the action under consideration; and</p> <p>20.3.2 allow the applicant a reasonable opportunity to make submissions to the delegate (in a manner and form determined by the delegate) about the proposed course of action.</p>



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ID	Delegation Source	Provision	Item Delegated
312407	Planning, Development and Infrastructure (General) Regulations 2017	r40	<p>21. Court Proceedings</p> <p>21.1 The power pursuant to Regulation 40 of the General Regulations to, subject to Section 214(14) of the PDI Act, by notice in writing to the applicant, decline to deal with the application until any proceedings under the PDI Act have been concluded.</p>
312408	Planning, Development and Infrastructure (General) Regulations 2017	r42(1)	<p>22. Additional Information or Amended Plans</p> <p>22.1 The power pursuant to Regulation 42(1) of the General Regulations if the relevant authority has referred an application to a prescribed body under Division 1 of the General Regulations and the relevant authority subsequently receives additional information, or an amended plan, drawing or specification, which is materially relevant to the referral, or to any report obtained as part of the referral process, to repeat the referral process.</p>
312409	Planning, Development and Infrastructure (General) Regulations 2017	r45(1)	<p>23. Building Matters</p> <p>23.1 The power pursuant to Regulation 45(1) of the General Regulations to, if, in assessing an application for building consent, the delegate considers that:</p> <p>23.1.1 a proposed performance solution within the meaning of the Building Code requires assessment against a performance requirement of the Building Code which provides for the intervention of a fire authority; or</p> <p>23.1.2 the proposed development is at variance with a performance requirement of the Building Code which provides for the intervention of a fire authority; or</p> <p>23.1.3 special problems for fire fighting could arise due to hazardous conditions of a kind described in Section E of the Building Code, refer the application to the relevant fire authority for comment and report unless the fire authority indicates to the relevant authority that a referral is not required.</p>



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ID	Delegation Source	Provision	Item Delegated
312410	Planning, Development and Infrastructure (General) Regulations 2017	r45(2)	<p>23. Building Matters</p> <p>23.2 The power pursuant to Regulation 45(2) of the General Regulations, if a report is not received from the fire authority on a referral under Regulation 45(1) of the General Regulations within 20 business days, to presume that the fire authority does not desire to make a report.</p>
312411	Planning, Development and Infrastructure (General) Regulations 2017	r45(3)	<p>23. Building Matters</p> <p>23.3 The power pursuant to Regulation 45(3) of the General Regulations to have regard to any report received from a fire authority under Regulation 45 of the General Regulations.</p>
312412	Planning, Development and Infrastructure (General) Regulations 2017	r45(4)	<p>23. Building Matters</p> <p>23.4 The power pursuant to Regulation 45(4) of the General Regulations, if, in respect of an application referred to a fire authority under Regulation 45 of the General Regulations, the fire authority:</p> <p>23.4.1 recommends against the granting of building consent; or</p> <p>23.4.2 concurs in the granting of consent on conditions specified in its report,</p> <p>but the delegate:</p> <p>23.4.3 proposes to grant building consent despite a recommendation referred to in Regulation 45(4)(a) of the General Regulations; or</p> <p>23.4.4 does not propose to impose the conditions referred to in Regulation 45(b) of the General Regulations, or proposes to impose the conditions in varied form, on the grant of consent,</p> <p>to:</p> <p>23.4.5 refer the application to the Commission; and</p> <p>23.4.6 not grant consent unless the Commission concurs in the granting of the consent.</p>
312413	Planning, Development and Infrastructure (General) Regulations 2017	r45(5)	<p>23. Building Matters</p> <p>23.5 The power pursuant to Regulation 45(5) of the General Regulations to provide to the Commission a copy of any report received</p>



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ID	Delegation Source	Provision	Item Delegated
			from a fire authority under Regulation 45(1) of the General Regulations that relates to an application that is referred to the Commission under the PDI Act.
752567	Planning, Development and Infrastructure (General) Regulations 2017	r57(2)(b)	24. Notice of Decision (Section 126(1)) 24.1 The power pursuant to Regulation 57(2)(b) of the General Regulations to provide notice via the SA Planning Portal and to determine if necessary to give notice to the applicant in some other way determined to be appropriate by the delegate.
312414	Planning, Development and Infrastructure (General) Regulations 2017	r57(4)(a)	24. Notice of Decision (Section 126(1)) 24.2 The power pursuant to Regulation 57(4)(a) of the General Regulations to endorse a set of any approved plans and other relevant documentation with an appropriate form of authentication.
312415	Planning, Development and Infrastructure (General) Regulations 2017	r60	25. Consideration of Other Development Authorisations 25.1 The power pursuant to Regulation 60 of the General Regulations, to, in deciding whether to grant a development authorisation, take into account any prior development authorisation that relates to the same proposed development under the PDI Act, and any conditions that apply in relation to that prior development authorisation.
312416	Planning, Development and Infrastructure (General) Regulations 2017	r61(4)(c)	26. Certificate of Independent Technical Expert in Certain Cases 26.1 The power pursuant to Regulation 61(4)(c) of the General Regulations to form the opinion and be satisfied on the basis of advice received from the accreditation authority under the Planning, Development and Infrastructure (Accredited Professionals) Regulations 2019, a relevant professional association, or another relevant registration or accreditation authority, that a person has engineering or other qualifications, qualify the person to act as a technical expert under this regulation.



## Instrument B – Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning and Design Code and Practice Directions of Powers of a Council as a Relevant Authority

ID	Delegation Source	Provision	Item Delegated
312417	Planning, Development and Infrastructure (General) Regulations 2017	r63(1)	27. Urgent Work 27.1 The power pursuant to Regulation 63(1) of the General Regulations to, 27.1.1 determine a telephone number determined for the purposes of Regulation 63(1)(a) of the General Regulations; and 27.1.2 determine the email address for the purposes of Regulation 63(1)(b) of the General Regulations.
312418	Planning, Development and Infrastructure (General) Regulations 2017	r63(2)	27. Urgent Work 27.2 The power pursuant to Regulation 63(2) of the General Regulations to, for the purposes of Section 135(2)(c) of the PDI Act, allow a longer period.
312419	Planning, Development and Infrastructure (General) Regulations 2017	r63(3)	27. Urgent Work 27.3 The power pursuant to Regulation 63(3) of the General Regulations to, for the purposes of Section 135(2)(c) of the PDI Act, allow a longer period.
312420	Planning, Development and Infrastructure (General) Regulations 2017	r65(1)(a)	28. Variation of Authorisation (Section 128) 28.1 The power pursuant to Regulation 65(1)(a) of the General Regulations to, for the purposes of Section 128(2)(b) of the PDI Act, if a person requests the variation of a development authorisation previously given under the Act (including by seeking the variation of a condition imposed with respect to the development authorisation) to form the opinion and be satisfied that the variation is minor in nature, and approve the variation.
484390	Planning, Development and Infrastructure (General) Regulations 2017	r99(4)	29. Construction Industry Training Fund 29.1 The power pursuant to Regulation 99(4) of the General Regulations, if after assessing a proposed development against the building rules the delegate is yet to be satisfied that the appropriate levy has been paid under the Construction Industry Training Fund Act 1993 or



**Instrument B – Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning and Design Code and Practice Directions of Powers of a Council as a Relevant Authority**

ID	Delegation Source	Provision	Item Delegated
			is not payable, to notify the applicant that the delegate cannot issue a building consent until the delegate is satisfied that the levy has been paid or is not payable.
484391	Planning, Development and Infrastructure (General) Regulations 2017	r99(5)	29. Construction Industry Training Fund 29.2 The power pursuant to Regulation 99(5) of the General Regulations, if a notification has been given under Regulation 99(4) of the General Regulations and if satisfactory evidence is not provided to the delegate within 20 business days after the date of the notification to, if the delegate thinks fit, determine that the application has lapsed.
312421	Planning, Development and Infrastructure (General) Regulations 2017	cl4(3) sch8	30. Plans for Building Work 30.1 The power pursuant to Clause 4(3) of Schedule 8 of the General Regulations, in relation to an application for building consent for development consisting of or involving an alteration to a building if: 30.1.1 the applicant is applying for a change in the classification of the building to a classification other than Class 10 under the Building Code; or 30.1.2 the building was erected before 1 January 1974 and the applicant is applying for a classification other than Class 10 under the Building Code to be assigned to the building, to require the application to be accompanied by such details, particulars, plans, drawings, specifications and other documents (in addition to the other documents required to accompany the application) as the delegate reasonably requires to show that the entire building will, on completion of the building work, comply with the requirements of the PDI Act and the General Regulations for a building of the classification applied for or with so many of those requirements as will ensure that the building is safe and conforms to a proper structural standard.
312422	Planning, Development and Infrastructure (Fees, Charges and Contributions) Regulations 2019	r5(1)	31. Calculation or Assessment of Fees 31.1 The power pursuant to Regulation 5(1) of the PDI (Fees, Charges and Contributions) Regulations 2019 (the Fees Regulations) in relation to



## Instrument B – Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning and Design Code and Practice Directions of Powers of a Council as a Relevant Authority

ID	Delegation Source	Provision	Item Delegated
			<p>an application which is duly lodged with the Council under a related set of regulations (including via the SA planning portal):</p> <p>31.1.1 to require the applicant to provide such information as the delegate may reasonably require to calculate a prescribed fee; and</p> <p>31.1.2 to make any other determination for the purposes of the Fees Regulations a related set of regulations or a fee notice (even if the Council is not a relevant authority)</p>
312423	Planning, Development and Infrastructure (Fees, Charges and Contributions) Regulations 2019	r5(2)	<p>31. Calculation or Assessment of Fees</p> <p>31.2 The power pursuant to Regulation 5(2) of the Fees Regulations, if the delegate is acting under Regulation 5(1) of the Fees Regulations, or as the delegate of a relevant authority, believes that any information provided by an applicant is incomplete or inaccurate, to calculate a prescribed fee on the basis of estimates made by the delegate.</p>
312424	Planning, Development and Infrastructure (Fees, Charges and Contributions) Regulations 2019	5(3)	<p>31. Calculation or Assessment of Fees</p> <p>31.3 The power pursuant to Regulation 5(3) of the Fees Regulations to, at any time, and despite an earlier calculation or acceptance of an amount in respect of the fee, reassess a fee payable under the Fees Regulations or a related set of regulations.</p>
312425	Planning, Development and Infrastructure (Fees, Charges and Contributions) Regulations 2019	r7	<p>32. Waiver or Refund of Fee</p> <p>32.1 The power pursuant to Regulation 7 of the Fees Regulations to, as the delegate considers appropriate to do so:</p> <p>32.1.1 waive the payment of the fee, or the payment of part of the fee; or</p> <p>32.1.2 refund the whole or a part of the fee.</p>
736931	State Planning Commission Practice Direction 18 Outline Consent	cl5(1)(b)	<p>33. Circumstances in Which Outline Consent May be Granted</p> <p>33.1 The power pursuant to clause 5(1)(b) of the State Planning Commission Practice Direction 18 Outline Consent (PD18) to provide advice to an applicant that if the application were to be for planning</p>



**Instrument B – Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning and Design Code and Practice Directions of Powers of a Council as a Relevant Authority**

ID	Delegation Source	Provision	Item Delegated
			consent, the council would request the Minister to give notice under Section 94(1)(g) of the PDI Act.

## 18.14 CHRISTMAS / NEW YEAR PERIOD AND PRINCIPAL OFFICE CLOSURE 2024

Author: Ashlee Pasquazzi, Executive Administrator Corporate and Regulatory Services

Authoriser: Jane Fetherstonhaugh, General Manager Corporate and Regulatory Services

### RECOMMENDATION

1. That Council report titled 'Christmas / New Year Period and Principal Office Closure 2024' as presented on Tuesday 15 October 2024 be noted.
2. That Council's Principal Office be closed from 2:00pm on Tuesday 24 December 2024 until 9:00am on Thursday 2 January 2025.
3. That notice be given of the periodic Christmas closure period for 2024/2025 to inform the community in accordance with P195 Community Consultation and Engagement Policy.

### PURPOSE

Council's Principal Office will be closed from 2:00 pm Tuesday 24 December 2024 and will re-open on 9:00am on Thursday 2 January 2025.

Council meetings require lead time to prepare reports and collate agendas for meetings.

With adequate time available for reports and agenda preparation, it has been determined that there is no need to adjust the Council meeting dates as done so in past years. Therefore, the December 2024 and January 2025 Council meetings will proceed as scheduled on:

- 17 December 2024
- 21 January 2025

### SUMMARY OF IMPLICATIONS AND BENEFITS

#### Implications

- Rescheduling could impact community members attending the meeting. Altering the meeting might affect public engagement.
- A delay could also postpone important discussions and decisions on local issues, affecting service delivery and project timelines. It's important to evaluate the consequences of such delays on governance and operations.

#### Benefits

- By holding meetings as scheduled, the Council can make timely decisions on important matters without postponing discussions that may be urgent.

### BACKGROUND / OPTIONS

The City of Mount Gambier supports open, transparent and informed decision-making and encourages appropriate community participation in the affairs of Council.

In considering meeting frequencies, it is important to note that pursuant to section 81(2) of the Local Government Act 1999, there must be at least one ordinary Council meeting per month. Other prescribed requirements that apply to Council meetings include:

- If a time and place has not been appointed for the holding of an ordinary meeting during a month, the Chief Executive Officer must appoint the time and place at which the ordinary meeting for the month is to be held.
- Ordinary meetings of a Council may not be held on Sundays, or on public holidays.
- Ordinary meetings of the Council may not be held before 5:00pm unless the Council resolves by a resolution supported unanimously by all Members of the Council.

If Council wished, it could resolve to change the Council meeting dates, bringing the December meeting forward by one week (10<sup>th</sup> December) and/or moving the January meeting a week later (28 January), however, this is not currently recommended within this report.

#### DETAILED IMPLICATIONS

<b>Legal</b>	With the exception of the requirement to hold at least one Council meeting per month, and to give adequate notice of meeting dates and times, there are no other legal implications associated with the proposals in this report.
<b>Financial and Budget</b>	Given we are required to hold at least one Council meeting per month, there are no financial or budgetary implications.
<b>Other Resources</b>	N/A

#### RISK ANALYSIS

<b>Consequence</b>	<b>Consequence Rating:</b>	<b>Risk Likelihood Rating:</b>	<b>Risk Rating</b>	<b>Risk Controls and effectiveness</b>	<b>Risk Mitigation Plan</b>
<b>Finance</b>	Insignificant (1)	Rare (1)	Low	N/A	N/A
<b>Reputation</b>	Insignificant (1)	Rare (1)	Low	Ensure adequate notice of closure of Principal Office over the Christmas New Year Period.	Effectively communicate the closure of the Principal Office to all stakeholders to minimise disruptions during the holiday period.
<b>Legal / Regulatory / Policy</b>	Insignificant (1)	Unlikely (2)	Low	Ensure notice is published of closure of Principal Office over the Christmas New Year Period.	Ensure that the notice regarding the closure of the Principal Office over the Christmas and New Year period is effectively published to meet legislative requirements.
<b>Service Delivery</b>	Insignificant (1)	Unlikely (2)	Low	Review and adjust service level	Use multiple channels for communicatio



				agreements to accommodate the potential delays caused by the holiday closure. Communicate changes to manage expectations.	n to ensure the community are informed on expected delays during the office closure.
<b>People</b>	Insignificant (1)	Rare (1)	Low	N/A	N/A
<b>Infrastructure</b>	Insignificant (1)	Rare (1)	Low	N/A	N/A
<b>Environmental</b>	Insignificant (1)	Rare (1)	Low	N/A	N/A

**APPLICATION OF MOUNT GAMBIER 2035**

N/A

**APPLICATION OF STRATEGIC PLAN**

**Goal 5 Our Commitment**

5 Our Commitment

**RELEVANT COUNCIL POLICY**

[Community Consultation and Engagement - P195 s92 Code of Practice for Access to Meetings and Documents](#)

**IMPLEMENTATION, COMMUNICATION AND ENGAGEMENT**

If Council were to resolve differently to the report recommendation to alter any scheduled meetings, such changes will be communicated through Council’s ordinary channels.

It is important to note that Council has an obligation to follow the relevant provisions under its *P195 Community Consultation and Engagement Policy* in accordance with section 45(3) of the *Local Government Act 1999* where significantly changing the ordinary opening hours of the Principal Office. It has been identified that the ‘Inform’ model is most appropriate (refer extract below) to the circumstances, and so information about the changes to regular opening hours shall be provided to the community via the usual mechanisms.

*“Inform - One way communication providing balanced and objective information to assist understanding about something that is going to happen.”*

**CONCLUSION**

Considering the sufficient time available for preparing the agenda and reports, even with the closure of Council’s Principal Office from 2:00pm on Tuesday, 24 December 2024, to 9:00am on Thursday, 2 January 2025, the meeting dates for December 2024 and January 2025 are suggested to remain unchanged.

**ATTACHMENTS**

Nil



**19 MOTIONS WITH NOTICE**

**19.1 MOTION WITH NOTICE - JOINT MEETING WITH DISTRICT COUNCIL OF GRANT**

I, Councillor Paul Jenner, give notice that at the next Ordinary Meeting of Council to be held on 15 October 2024, I intend to move the following motion:

**MOTION**

1. That the motion from Cr Paul Jenner as presented on 15 October be noted.
2. That Council requests a annual joint gathering between the District Council of Grant and the City of Mount Gambier Mayors, Councillors and Senior Executives.

**RATIONALE**

Both the District council of Grant and the City of Mount Gambier have recently engaged our communities on our respective strategic plans. We also have communities in common, and issues that impact us both, such as tourism, waste, roads, transportation and development of our region. We have worked together on issues of interest, and it is valuable for our relationship to be positive about our shared future. It would be sensible to arrange an annual discussion so that we can network together on these issues of joint interest.

I commend this Notice of Motion to Council.

**ATTACHMENTS**

Nil



Nil

**20 URGENT MOTIONS WITHOUT NOTICE**

**21 CONFIDENTIAL ITEMS OF COMMITTEES**

**22 NEW CONFIDENTIAL ITEMS**

**22.1 CRATER LAKES UNSOLICITED PROPOSAL**

**CONSIDERATION FOR EXCLUSION OF THE PUBLIC**

Pursuant to section 90(2) of the Local Government Act 1999 the Council orders that all members of the public, except the Mayor, Councillors and (Council Officers) be excluded from attendance at the meeting for the receipt and consideration in confidence of Crater Lakes Unsolicited Proposal.

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

- (b) information the disclosure of which -
  - (i) could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting, or proposing to conduct, business, or to prejudice the commercial position of the council; and
  - (ii) would, on balance, be contrary to the public interest.
- (d) commercial information of a confidential nature (not being a trade secret) the disclosure of which -
  - (i) could reasonably be expected to prejudice the commercial position of the person who supplied the information, or to confer a commercial advantage on a third party; and
  - (ii) would, on balance, be contrary to the public interest.
- (g) 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, any duty of confidence, or other legal obligation or duty.

The Council is satisfied that the principle that the meeting be conducted in a place open to the public has been outweighed in the circumstances because the information to be considered regarding the Crater Lakes Project Proposal, including the report and attachment, contains commercial information of a confidential nature provided to Council in-confidence creating a duty of confidence, the consideration of which if conducted in open would prejudice the position of Council, the party that provided the information, and potentially confer commercial advantage on a third party.

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



**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 Crater Lakes Unsolicited Proposal and its attachments, resolution/s and minutes arising from the report, having been considered by the Council in confidence under:
  - (b) information the disclosure of which -
    - (i) could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting, or proposing to conduct, business, or to prejudice the commercial position of the council; and
    - (ii) would, on balance, be contrary to the public interest.
  - (d) commercial information of a confidential nature (not being a trade secret) the disclosure of which -
    - (i) could reasonably be expected to prejudice the commercial position of the person who supplied the information, or to confer a commercial advantage on a third party; and
    - (ii) would, on balance, be contrary to the public interest.
  - (g) 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, any duty of confidence, or other legal obligation or duty.

be kept confidential and not available for public inspection until the latter of: two years after the expiry of an agreement entered into in relation to the matter, or two years after the proposal has been abandoned, and Council has been released from its duty of confidence.
2. Further that Council delegates the power to review, revoke, but not extend the confidential order to the Chief Executive Officer in accordance with the provisions of Section 91(9)(c) of the Local Government Act 1999.



## 22.2 WULANDA RECREATION AND CONVENTION CENTRE - PROJECT UPDATE

### CONSIDERATION FOR EXCLUSION OF THE PUBLIC

Pursuant to section 90(2) of the Local Government Act 1999 the Council orders that all members of the public, except the Mayor, Councillors and (Council Officers) be excluded from attendance at the meeting for the receipt and consideration in confidence of Wulanda Recreation and Convention Centre - Project Update.

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

- (b) information the disclosure of which -
  - (i) could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting, or proposing to conduct, business, or to prejudice the commercial position of the council; and
  - (ii) would, on balance, be contrary to the public interest.
- (d) commercial information of a confidential nature (not being a trade secret) the disclosure of which -
  - (i) could reasonably be expected to prejudice the commercial position of the person who supplied the information, or to confer a commercial advantage on a third party; and
  - (ii) would, on balance, be contrary to the public interest.
- (g) 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, any duty of confidence, or other legal obligation or duty.
- (h) 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 contained within the report and attachments presents matters relating to contracts between Council and contractors associated with the construction and operation of the Wulanda Recreation and Convention Centre. The disclosure of information contained in this report and attachments could reasonably be expected to prejudice the commercial position of Council or the third parties and is considered on balance to be contrary to the public interest as it could prejudice the Councils position in obtaining best value project delivery on behalf of the community.



**CONSIDERATION FOR KEEPING ITEMS CONFIDENTIAL**

1. In accordance with Sections 91(7) and 91(9) of the Local Government Act 1999 the Council orders that the report Wulanda Recreation and Convention Centre - Project Update and its attachments, resolution/s and minutes arising from the report, having been considered by the Council in confidence under:
  - (b) information the disclosure of which -
    - (i) could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting, or proposing to conduct, business, or to prejudice the commercial position of the council; and
    - (ii) would, on balance, be contrary to the public interest.
  - (d) commercial information of a confidential nature (not being a trade secret) the disclosure of which -
    - (i) could reasonably be expected to prejudice the commercial position of the person who supplied the information, or to confer a commercial advantage on a third party and
    - (ii) would, on balance, be contrary to the public interest.
  - (g) 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, any duty of confidence, or other legal obligation or duty.
  - (h) legal advice.

be kept confidential and not available for public inspection until 12 months after completion of the project.
2. Further that Council delegates the power to review, revoke, but not extend the confidential order to the Chief Executive Officer in accordance with the provisions of Section 91(9)(c) of the Local Government Act 1999.

- 23 MEETING CLOSE**
- 24 ATTACHMENTS - PREVIOUS MINUTES**





# MINUTES

## Ordinary Council Meeting

Tuesday 17 September 2024



**Minutes of City of Mount Gambier Ordinary Council Meeting held at:**

**Time:** 6:00 pm  
**Date:** Tuesday 17 September 2024  
**Location:** Council Chamber - Civic Centre  
10 Watson Terrace, Mount Gambier

City of Mount Gambier  
Ordinary Council Meeting Minutes

17 September 2024

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

<b>OFFICERS IN ATTENDANCE:</b>	Chief Executive Officer	- Mrs S Philpott
	General Manager City Infrastructure	- Ms B Cernovskis
	General Manager Corporate and Regulatory Services	- Mrs J Fetherstonhaugh
	Manager Governance and Property	- Ms B Shelton
	Media and Communications Coordinator	- Ms S McLean
	Manager Economy, Strategy and Engagement	- Mrs B Shearing
	Director Riddoch Arts and Cultural Centre	- Ms A Whatling
	Community Events Officer	- Ms T Smith
	Community Events Officer	- Ms L Golubic
	Economy, Strategy and Engagement Project Officer	- Miss M Brookes
	Manager Operations Infrastructure	- Mr K Manarangi
	Governance and Property Officer	- Mrs K Berry
	Communications Officer	- Miss T Hill
	Councillor Support Officer	- Mrs M Telford
	Executive Administrator	- Ms S Wilson
	Executive Administrator	- Miss T Chant

**1 ACKNOWLEDGEMENT OF COUNTRY**

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

**2 APOLOGIES**

Nil

**3 LEAVE OF ABSENCE**

Nil

**4 CONFIRMATION OF COUNCIL MINUTES**

**4.1 CONFIRMATION OF COUNCIL MINUTES**

**RESOLUTION OCM 2024/108**

Moved: Cr Sonya Meziniec  
Seconded: Cr Max Bruins

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

**CARRIED**

## 5 MAYORAL REPORT

### 5.1 MAYORAL REPORT - SEPTEMBER 2024

- Official Opening of the Independent Learning Centre Art Exhibition
- Meeting with CEO, Sarah Philpott and LCLGA Executive Officer, Deb Brokenshire
- Sneak Peek of Leadership Program with RDALC – held at the Apple Farm
- Informal catch up with LCLGA Mayors
- Catch up with LCLGA Executive Officer, Deb Brokenshire (virtual)
- Tenison Woods Year 5 student excursion to Council Chambers – Mayoral address regarding Mayor and Council roles and civic responsibilities
- Meeting with Christine Schloithe – CEO, Music SA
- LCLGA Special Board Meeting (virtual)
- Meeting with CEO, Sarah Philpott, Ben Kilsby and Shadow Assistant Minister for Regional South Australia Ben Hood – public transport in Mount Gambier
- Interview – The Border Watch – Coat of Arms
- Radiation Therapy Working Group meeting
- Meeting with Troy Bell MP and Travis Fatchen
- Women’s Health Week event – Wulanda
- Elected Member Briefing – LCLGA Future Priorities and Directions
- Elected Member Briefing (confidential) – Country Arts SA
- Pioneer’s Basketball President’s Lunch
- NBL Pre-Season @ Wulanda – Adelaide 36ers v Brisbane Bullets
- Elected Member training – New Agenda Management System
- Meeting with internal staff – briefing prior to LCLGA Tourism Discussion meeting
- *Ghosts from the Collection* exhibition opening – Riddoch Trust event (by invitation to previous donors)
- Meeting with CEO, Sarah Philpott and LCLGA Destination Development Manager, Kate Napper – LCLGA Tourism Discussion
- Webinar: Local Government financial sustainability
- Elected Member Briefing – Council’s Strategic Plan 2024-2028 – Workshop 2
- Meeting with Nathan Paine (SAFPA) – Wood Work Working Group
- LCLGA Mayor’s Catch-up (virtual)
- R U OK? Day – Speed Chat – The Haven event with Superintendent Cheryl Brown (SAPOL)
- LCLGA Workshop / Strategic Discussion – Naracoorte
- 2024 International Soccer Club Senior Presentation Night



- Coffee with Commissioner of Royal Commission into Domestic, Family and Sexual Violence

**RESOLUTION OCM 2024/109**

Moved: Mayor Lynette Martin  
Seconded: Cr Mark Lovett

That the Mayoral report be received.

**CARRIED**

**6 REPORTS FROM COUNCILLORS**

**6.1 REPORTS FROM COUNCILLORS**

Cr Sonya Mezinec	Opening of Ghosts from the Collection - Riddoch Arts and Cultural Centre, Christmas Parade Advisory Committee.
Cr Jason Virgo	Site visit to Tallabrook Court and Wireless Road West to view erosion and tree concerns.
Cr Josh Lynagh	Cheque presentation to Bree Ridding and Kai Arbery for the Junior Sports Assistance Fund, Metropolitan Fire Service visit to the Mount Gambier Library, NBL game at Wulanda - Adelaide 36ers vs Brisbane Bullets.
Cr Frank Morello	Independent Learning Centre Art Exhibition, Grants and Sponsorship Program Assessment Panel.

**RESOLUTION OCM 2024/123**

Moved: Cr Frank Morello  
Seconded: Cr Paul Jenner

That the reports from Councillors be received.

**CARRIED**

**7 QUESTIONS WITH NOTICE**

**7.1 QUESTIONS WITH NOTICE**

The following question with notice was received from Cr Kate Amoroso:

**Question - Basketball Mount Gambier**

Could you please provide an update on the current lease arrangements, and any future lease discussions underway with Basketball Mount Gambier for the Icehouse?



**Response - General Manager Corporate and Regulatory Services**

The current lease with Basketball Mount Gambier is in a holding over period. We have had several meetings, phone calls and emails regarding their long-term use of the Icehouse. They have been invited to an Elected Member Briefing in late October to provide further details. However, despite staff following up, it has been challenging to get clear information or direction from Basketball Mount Gambier at this stage. We will continue to pursue this matter to ensure it progresses.

**8 QUESTIONS WITHOUT NOTICE**

Nil resolved.

**8.2 QUESTION/S TAKEN ON NOTICE FROM PREVIOUS MEETING**

**Question - ALGA Motion for Youth Allowance**

Can an update be provided on the ALGA Motion that Council submitted on Youth Allowance.

**Response - Mayor Lynette Martin**

The 2024 NGA resolutions that were submitted to the ALGA Board in July are currently being addressed by ALGA staff, who are drafting letters to the appropriate Ministers. The letters are expected to be dispatched in the coming weeks.

Additionally, ALGA will write to all councils that submitted NGA resolutions to inform them about the subsequent steps in the process. Council has not yet received this correspondence.

**RESOLUTION OCM 2024/124**

Moved: Cr Paul Jenner  
Seconded: Cr Jason Virgo

That the response to the question regarding the ALGA Motion for Youth Allowance be received and recorded.

**CARRIED**

**9 PETITIONS**

Nil

**10 DEPUTATIONS**

Nil

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

Nil



**12 ELECTED MEMBERS INFORMATION BRIEFING SESSIONS**

**RESOLUTION OCM 2024/125**

Moved: Cr Sonya Meziniec  
Seconded: Cr Mark Lovett

That Council Report titled Elected Member Information Briefing Sessions held since the previous Council Meeting be noted.

**CARRIED**

**13 ELECTED MEMBERS TRAINING AND DEVELOPMENT**

Nil

**14 AUDIT AND RISK COMMITTEE**

Nil

**15 CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW COMMITTEE**

Nil

**16 JUNIOR SPORTS ASSISTANCE FUND COMMITTEE**

Nil

**17 BUILDING FIRE SAFETY COMMITTEE**

Nil

**18 COUNCIL REPORTS**

**18.1 CHANGES TO AGENDA AND MINUTE DOCUMENTATION**

**RESOLUTION OCM 2024/110**

Moved: Cr Frank Morello  
Seconded: Cr Paul Jenner

1. That Council report titled 'Changes to Agenda and Minute Documentation' as presented on Tuesday 17 September 2024 be noted.

**CARRIED**



**18.2 WULANDA RECREATION AND CONVENTION CENTRE - ANNUAL REPORT - OPERATING**

**RESOLUTION OCM 2024/111**

Moved: Cr Paul Jenner  
Seconded: Cr Frank Morello

1. That Council report titled 'Wulanda Recreation and Convention Centre - Annual Report - Operating' as presented on Tuesday 17 September 2024 be noted.
2. That the operational and financial key performance indicators of the Wulanda Recreation and Convention Centre will be incorporated into Council's Annual Report following the conclusion of each financial year.

**CARRIED**

**18.3 GRANTS AND SPONSORSHIP PROGRAM 2024/2025 - ROUND 1**

Pursuant to Section 74 and 75 of the Local Government Act 1999, Cr Josh Lynagh disclosed a material and general conflict of interest in Item 18.3.

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

Nature of Interest - Material:

1. *My wife manages the choirs for a number of schools participating in the South East Primary Schools Music Festival, which is an applicant for the Minor Events Grant.*
2. *I have previously been provided tickets for the Beer and BBQ Fest as media in Mount Gambier and in Adelaide as a performing artist and expect this may occur in the future, with the organisers of this festival applying for Corporate Sponsorship.*

Nature of Interest - General:

1. *My daughter is a student at Grant High School who have applied under the Minor/Major Community Strengthening Grant.*
2. *I work for Melaleuca Park Primary School, which is named under the Minor/Major Community Strengthening Grant for Basketball Mount Gambier as being a direct recipient of the program.*

In accordance with Section 75B of the Local Government Act 1999 Cr Lynagh left the meeting at 6:22pm.

Pursuant to Section 74 of the Local Government Act 1999, Cr Mark Lovett disclosed a general conflict of interest in Item 18.3.

In accordance with Section 75B Cr Lovett informed the meeting:

Nature of Interest:

*My son plays junior basketball with Basketball Mount Gambier.*

Intention to Participate:

*I will participate and vote.*



In accordance with Section 75B of the Local Government Act 1999 Cr Lovett remained in the meeting for Item 18.3.

Pursuant to Section 74 of the Local Government Act 1999, Cr Frank Morello disclosed a general conflict of interest in Item 18.3.

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

Nature of Interest:

*I am an assessment panel member of the Grants and Sponsorship Program.*

Intention to Participate:

*I intend to stay in the meeting and vote on the matter. I will not move or second the motion, not will I be engaging in discussion or debate on the matter.*

Reason for Participating:

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

In accordance with Section 75B of the Local Government Act 1999 Cr Morello remained in the meeting for Item 18.3.

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 allow further discussion on Item 18.3.

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

Meeting Procedures were suspended at 6:23pm.

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

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

The Period of Suspension came to an end and Meeting Procedures resumed at 6:40pm.

**RESOLUTION OCM 2024/112**

Moved: Cr Mark Lovett  
Seconded: Cr Jason Virgo

1. That Council report titled 'Grants and Sponsorship Program 2024/2025 - Round 1' as presented on Tuesday 17 September 2024 be noted.
2. That \$239,805 cash plus \$40,328 in kind be endorsed for distribution for round one of the 2024/2025 Grants and Sponsorship program.
3. All applicants be notified accordingly, advising that the provision and acquittal of these grant funds will be subject to:

- (a) all necessary land holder and development approvals being obtained; and
  - (b) all works being completed in accordance with all relevant legislative and compliance standards.
4. That Council invite the Generations in Jazz committee to present a three to five year business plan and funding model at an Elected Member briefing to be held before the end of the current calendar year.
  5. That Council invite the Fringe Mount Gambier committee to present a three to five year business plan and funding model at an Elected Member briefing to be held before the end of the current calendar year.
  6. That Council seeks further information from Mount Gambier Community Management Inc. and Mount Gambier Swimming Club regarding their applications to be presented to the assessment panel for recommendation.

**CARRIED**

Cr Kate Amoroso called a division.

The declaration was set aside.

Voting by division being:

In Favour: Cr Paul Jenner, Cr Mark Lovett, Cr Sonya Meziniec, Cr Frank Morello and Cr Jason Virgo

Against: Cr Kate Amoroso and Cr Max Bruins

The Mayor declared the motion

**CARRIED**

Having participated in the meeting for Item 18.3 Cr Lovett voted in favour for the motion.

Having participated in the meeting for Item 18.3 Cr Morello voted in favour for the motion.

Cr Josh Lynagh returned to the meeting at 6:41pm.

#### **18.4 2024 CAPITAL WORK IN PROGRESS CARRYFORWARDS**

##### **RESOLUTION OCM 2024/113**

Moved: Cr Paul Jenner

Seconded: Cr Max Bruins

1. That Council report titled '2024 Capital Work in Progress Carryforwards' as presented on Tuesday 17 September 2024 be noted.
2. That Council approves the proposed total carry forwards of \$1.746m for capital expenditure items as at 30 June 2024 and revised annual net impact to the financing activities of \$1.693m.

3. That Council adopts the revised capital expenditure budgets for the year ending 30 June 2024.

**CARRIED**

#### **18.5 CITY INFRASTRUCTURE - CAPITAL WORKS PROGRAM 2023/2024 UPDATE**

##### **RESOLUTION OCM 2024/114**

Moved: Cr Mark Lovett  
Seconded: Cr Josh Lynagh

1. That Council report titled 'City Infrastructure - Capital Works Program 2023/2024 Update' as presented on Tuesday 17 September 2024 be noted.

**CARRIED**

#### **18.6 ELECTOR REPRESENTATION REVIEW - REPRESENTATION REPORT**

##### **RESOLUTION OCM 2024/115**

Moved: Cr Max Bruins  
Seconded: Cr Sonya Meziniec

1. That Council report titled 'Elector Representation Review - Representation Report' as presented on Tuesday 17 September 2024 be noted.
2. The Elector Representation Review - Representation Report attached, having been prepared by a person who in the opinion of the Council is qualified to address the requirements and governance issues that may arise with respect to the matters under review, be received and endorsed for public consultation purposes.
3. Public Consultation on the Elector Representation Review - Representation Report be conducted in accordance with the requirements of the Local Government Act 1999 and any resultant submissions be the subject of a further report to Council for consideration.

**CARRIED**

#### **18.7 ELECTION OF 2024 LGFA REPRESENTATIVE MEMBERS**

##### **RESOLUTION OCM 2024/116**

Moved: Cr Max Bruins  
Seconded: Cr Sonya Meziniec

1. That Council report titled 'Election of 2024 LGFA Representative Members' as presented on Tuesday 17 September 2024 be noted.



2. That Council endorse the following two candidates for the 2024 election of Local Government Finance Authority Representative Members:
- (a) Michael Sedgman
  - (b) John Smedley
- and the ballot paper be marked, sealed and returned to the Returning Officer accordingly.

**CARRIED**

#### **18.8 POLICY REVIEWS**

##### **RESOLUTION OCM 2024/117**

Moved: Cr Paul Jenner

Seconded: Cr Max Bruins

1. That Council report titled 'Policy Reviews' as presented on Tuesday 17 September 2024 be noted.
2. That the following reviewed and updated policy be endorsed:
  - (a) W125 Waste Management - Kerbside Refuse Collection.

**CARRIED**

#### **18.9 PERIODIC REVIEW OF CONFIDENTIAL ITEMS - SEPTEMBER 2024**

Cr Jason Virgo left the meeting at 6:57 pm and did not return.

##### **RESOLUTION OCM 2024/118**

Moved: Cr Sonya Meziniec

Seconded: Cr Josh Lynagh

1. That Council report titled 'Periodic Review of Confidential Items - September 2024' as presented on Tuesday 17 September 2024 be noted.
2. That the following Confidential Orders as specified in Attachment 1, having been reviewed by Council, be amended to alter their duration and release conditions:

Nil.
3. That the following Confidential Orders as specified in Attachment 1, having been reviewed by Council, be released as soon as practicable following the Council meeting on 17 September 2024:

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

**CARRIED**

## 19 MOTIONS WITH NOTICE

### 19.1 MOTION WITH NOTICE - BLOOD DONOR SERVICES MOUNT GAMBIER

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

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

Nature of Interest:

*The motion requests a copy of the letter also be sent to Minister Clare Scriven who I am employed by.*

Intention to Participate:

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

Reason for Participating:

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

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

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 allow further discussion on Item 19.1.

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

Meeting Procedures were suspended at 7:05pm.

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 7:12pm.

#### **RESOLUTION OCM 2024/119**

Moved: Cr Kate Amoroso

Seconded: Cr Mark Lovett

1. That the motion from Cr Kate Amoroso as presented on Tuesday 17 September 2024 be noted.
2. That Council write to the Australian Red Cross, Hon Mark Butler MP - Minister for Health and Aged Care and Minister Chris Picton MP – Minister for Health and Wellbeing advocating for a permanent blood collection service for Mount Gambier.

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3. That a copy of the letter be sent to the Hon Clare Scriven – Minister for Regional Development, Mr Tony Pasin MP - Federal Member for Barker, Mr Troy Bell MP - Member for Mount Gambier and the Limestone Coast Local Area Health Network to seek their support in advocating for a permanent blood collection service.

**CARRIED**

Having participated in the meeting for Item 19.1 Cr Lynagh voted in favour of the motion.

## 19.2 MOTION WITH NOTICE - CBD ACTIVATION OPPORTUNITIES

### RESOLUTION OCM 2024/121

Moved: Cr Max Bruins

Seconded: Cr Mark Lovett

1. That the motion from Cr Max Bruins as presented on Tuesday 17 September 2024 be noted.
2. That Council staff undertake some early stage preliminary research into the “Riverside Markets” communal market/dining space in Christchurch, New Zealand and the “Elliot Stables” communal dining space in Auckland, New Zealand, paying particular attention to things such as:
  - Venue Size / Number of proprietors
  - Venue design/layout
  - Operating model
3. That a brief report be brought back to Council by the end of the 2024 calendar year with some background on both venues and whether Council wishes to proceed with undertaking some more detailed investigations into these venues and similar and gauge the potential for something similar to be considered for Mount Gambier, in either the Railway Station building or an alternative location.

**CARRIED**

## 20 URGENT MOTIONS WITHOUT NOTICE

Nil.

## 21 CONFIDENTIAL ITEMS OF COMMITTEES

Nil



**22 NEW CONFIDENTIAL ITEMS**

**22.1 MICROMOBILITY (E-SCOOTER) UPDATE**

**RESOLUTION OCM 2024/122**

Moved: Cr Frank Morello  
Seconded: Cr Josh Lynagh

**CONSIDERATION FOR EXCLUSION OF THE PUBLIC**

Pursuant to section 90(2) of the Local Government Act 1999 the Council orders that all members of the public, except the Mayor, Councillors and S Philpott, B Cernovskis, J Fetherstonhaugh, B Shelton, S McLean, B Shearing, A Whatling, M Brookes, K Manarangi, M Telford, S Wilson and T Chant be excluded from attendance at the meeting for the receipt and consideration in confidence of Micromobility (e-scooter) Update.

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

- (b) information the disclosure of which -
  - (i) could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting, or proposing to conduct, business, or to prejudice the commercial position of the council; and
  - (ii) would, on balance, be contrary to the public interest.
- (d) commercial information of a confidential nature (not being a trade secret) the disclosure of which -
  - (i) could reasonably be expected to prejudice the commercial position of the person who supplied the information, or to confer a commercial advantage on a third party; and
  - (ii) would, on balance, be contrary to the public interest.
- (g) 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, any duty of confidence, or other legal obligation or duty.

The Council is satisfied that the principle that the meeting be conducted in a place open to the public has been outweighed in the circumstances because the information regarding mobility devices contains commercial information of a confidential nature provided to Council in-confidence, and the consideration of which if conducted in open could prejudice the position of Council or the party that provided the information or confer a commercial advantage on a third party.

**CARRIED**

Cr Mark Lovett left the meeting at 7:19 pm and did not return.

**RESOLUTION OCM 2024/126**

Moved: Cr Max Bruins  
Seconded: Cr Sonya Meziniec



**CONSIDERATION FOR KEEPING ITEMS CONFIDENTIAL**

1. In accordance with Sections 91(7) and 91(9) of the Local Government Act 1999 the Council orders that the report Micromobility (e-scooter) Update and its attachments, resolution/s and minutes arising from the report, having been considered by the Council in confidence under:

- (b) information the disclosure of which -
  - (i) could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting, or proposing to conduct, business, or to prejudice the commercial position of the council; and
  - (ii) would, on balance, be contrary to the public interest.
- (d) commercial information of a confidential nature (not being a trade secret) the disclosure of which -
  - (i) could reasonably be expected to prejudice the commercial position of the person who supplied the information, or to confer a commercial advantage on a third party; and
  - (ii) would, on balance, be contrary to the public interest.
- (g) 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, any duty of confidence, or other legal obligation or duty.

be kept confidential and not available for public inspection until such time as the proponent has been formally advised of the outcome of their Unsolicited Proposal and Council has been released from its duty of confidence.

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

**CARRIED**

**22.2 DELEGATION TO AWARD ELECTRICITY CONTRACT**

**RESOLUTION OCM 2024/127**

Moved: Cr Frank Morello  
Seconded: Cr Max Bruins

**CONSIDERATION FOR EXCLUSION OF THE PUBLIC**

Pursuant to section 90(2) of the Local Government Act 1999 the Council orders that all members of the public, except the Mayor, Councillors and S Philpott, B Cernovskis, J Fetherstonhaugh, B Shelton, S McLean, B Shearing, A Whatling, M Brookes, K Manarangi, M Telford, S Wilson and T Chant be excluded from attendance at the meeting for the receipt and consideration in confidence of Delegation to Award Electricity Contract.

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

- (b) information the disclosure of which -



- (i) could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting, or proposing to conduct, business, or to prejudice the commercial position of the council; and
- (ii) would, on balance, be contrary to the public interest.

The Council is satisfied that the principle that the meeting be conducted in a place open to the public has been outweighed in the circumstances because the information to be discussed in this item relates to a contract between Council and LGA Procurement for the supply of energy. The disclosure of information in association with this item could reasonably be expected to prejudice the commercial position of Council or confer advantage on third parties and is considered on balance to be contrary to the public interest as it could prejudice the Council's position in obtaining best value on behalf of the community.

**CARRIED**

**RESOLUTION OCM 2024/128**

Moved: Cr Sonya Meziniec  
Seconded: Cr Max Bruins

**CONSIDERATION FOR KEEPING ITEMS CONFIDENTIAL**

1. In accordance with Sections 91(7) and 91(9) of the Local Government Act 1999 the Council orders that the report Delegation to Award Electricity Contract and its attachments, resolution/s and minutes arising from the report, having been considered by the Council in confidence under:
  - (b) information the disclosure of which -
    - (i) could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting, or proposing to conduct, business, or to prejudice the commercial position of the council; and
    - (ii) would, on balance, be contrary to the public interest.be kept confidential and not available for public inspection until a contract has been executed for the relevant supply.
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**

**22.3 DISCRETIONARY RATE REBATE**

**RESOLUTION OCM 2024/129**

Moved: Cr Frank Morello  
Seconded: Cr Sonya Meziniec

**CONSIDERATION FOR EXCLUSION OF THE PUBLIC**



Pursuant to section 90(2) of the Local Government Act 1999 the Council orders that all members of the public, except the Mayor, Councillors and S Philpott, B Cernovskis, J Fetherstonhaugh, B Shelton, S McLean, B Shearing, A Whatling, M Brookes, K Manarangi, M Telford, S Wilson and T Chant be excluded from attendance at the meeting for the receipt and consideration in confidence of Discretionary Rate Rebate.

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

- (d) commercial information of a confidential nature (not being a trade secret) the disclosure of which -
  - (i) could reasonably be expected to prejudice the commercial position of the person who supplied the information, or to confer a commercial advantage on a third party; and
  - (ii) would, on balance, be contrary to the public interest.
- (j) information the disclosure of which -
  - (i) would divulge information provided on a confidential basis by or to a Minister of the Crown, or another public authority or official (not being an employee of the council, or a person engaged by the council); and
  - (ii) would, on balance, be contrary to the public interest.

The Council is satisfied that the principle that the meeting be conducted in a place open to the public has been outweighed in the circumstances as arrangements between the proponent and a Government authority are not yet public.

**CARRIED**

Pursuant to Section 74 of the Local Government Act 1999, Cr Max Bruins disclosed a general conflict of interest in Item 22.3.

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

Nature of Interest:

*I have had several meetings with the applicant regarding their development prior to them engaging Council and requesting the rebate.*

In accordance with Section 75B of the Local Government Act 1999 Cr Bruins left the meeting at 7:27pm.

Cr Bruins returned to the meeting at 7:30pm.

**RESOLUTION OCM 2024/130**

Moved: Cr Sonya Meziniec  
Seconded: Cr Kate Amoroso

**CONSIDERATION FOR KEEPING ITEMS CONFIDENTIAL**

1. In accordance with Sections 91(7) and 91(9) of the Local Government Act 1999 the Council orders that the report Discretionary Rate Rebate and its attachments, resolution/s and minutes arising from the report, having been considered by the Council in confidence under:



- (d) commercial information of a confidential nature (not being a trade secret) the disclosure of which -
  - (i) could reasonably be expected to prejudice the commercial position of the person who supplied the information, or to confer a commercial advantage on a third party; and
  - (ii) would, on balance, be contrary to the public interest.
- (j) information the disclosure of which -
  - (i) would divulge information provided on a confidential basis by or to a Minister of the Crown, or another public authority or official (not being an employee of the council, or a person engaged by the council); and
  - (ii) would, on balance, be contrary to the public interest.

be kept confidential and not available for public inspection until the arrangements between the proponent and Government authority have been made public.

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 Kate Amoroso left the meeting at 7:30pm.

#### **22.4 WULANDA RECREATION AND CONVENTION CENTRE – PROJECT UPDATE**

##### **RESOLUTION OCM 2024/134**

Moved: Cr Josh Lynagh  
Seconded: Cr Sonya Mezinec

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

Pursuant to section 90(2) of the Local Government Act 1999 the Council orders that all members of the public, except the Mayor, Councillors and S Philpott, B Cernovskis, J Fetherstonhaugh, B Shelton, S McLean, B Shearing, A Whatling, M Brookes, K Manarangi, M Telford, S Wilson and T Chant be excluded from attendance at the meeting for the receipt and consideration in confidence of Wulanda Recreation and Convention Centre - Project Update.

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

- (b) information the disclosure of which -
  - (i) could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting, or proposing to conduct, business, or to prejudice the commercial position of the council; and
  - (ii) would, on balance, be contrary to the public interest.
- (d) commercial information of a confidential nature (not being a trade secret) the disclosure of which -
  - (i) could reasonably be expected to prejudice the commercial position of the person who supplied the information, or to confer a commercial advantage on a third party; and

- (ii) would, on balance, be contrary to the public interest.
- (g) 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, any duty of confidence, or other legal obligation or duty.
- (h) 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 contained within the report and attachments presents matters relating to contracts between Council and contractors associated with the construction and operation of the Wulanda Recreation and Convention Centre. The disclosure of information contained in this report and attachments could reasonably be expected to prejudice the commercial position of Council or the third parties and is considered on balance to be contrary to the public interest as it could prejudice the Council's position in obtaining best value project delivery on behalf of the community.

**CARRIED**

Cr Kate Amoroso returned to the meeting at 7:33 pm.

**RESOLUTION OCM 2024/135**

Moved: Cr Max Bruins  
Seconded: Cr Paul Jenner

**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 Wulanda Recreation and Convention Centre - Project Update and its attachments, resolution/s and minutes arising from the report, having been considered by the Council in confidence under:

- (b) information the disclosure of which -
  - (i) could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting, or proposing to conduct, business, or to prejudice the commercial position of the council; and
  - (ii) would, on balance, be contrary to the public interest.
- (d) commercial information of a confidential nature (not being a trade secret) the disclosure of which -
  - (i) could reasonably be expected to prejudice the commercial position of the person who supplied the information, or to confer a commercial advantage on a third party; and
  - (ii) would, on balance, be contrary to the public interest.
- (g) 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, any duty of confidence, or other legal obligation or duty.
- (h) legal advice.

be kept confidential and not available for public inspection until 12 months after completion of the project.



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

**CARRIED**

**23 MEETING CLOSE**

**The meeting closed at 7:41 pm.**

**The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 15 October 2024.**

.....  
**MAYOR**



**24 ATTACHMENT 1 - ITEM 18.3**

Documents tabled at the meeting:

- Summary of Applications for Grants and Sponsorship Program 2024/2025



### Corporate Sponsorship Summary

Note: Applicant Name, Status, Weighted Score and Rank and automatically filled from Evaluation spreadsheet

Applicant Name	Conflict of Interest	Weighted Score	Rank	2024/25 Estimates										2023/24 Sponsorship (Actuals)			Outcome	
				Requested Cash	Requested In Kind	Allocated Cash	Allocated In Kind	Allocated Cash and In-Kind	Economic Benefit	Participation	Overnight Stays - per night	Days of Event	No. of Local Jobs	Cash	In Kind	Total	Successful/ Unsuccessful	Notes
Mount Gambier Community Management Inc - New Years Eve	Nil			\$17,600.00	\$1,287.00			\$0.00	\$909,016.00	4750	238/1 nights	1	10	\$5,000.00	\$8,000.00	\$13,000.00		Undetermined. More information and discussion required regarding budget.
Beer & BBQ Pty Ltd - South East Beer & BBQ Fest	Councillor Josh Lynagh, Manager Economy, Strategy and Engagement	387.50	2	\$15,000.00	\$10,000.00	\$15,000.00	\$10,000.00	\$25,000.00	\$2,408,480.00	4000	2320/2 nights	2	27			\$0.00	Successful	
Australian International Pedal Prix Inc - City of Mount Gambier 8 Hour Pedal Prix	Nil	305.00	4	\$15,000.00	\$365.00	\$15,000.00	\$625.00	\$15,625.00	\$1,098,720.00	1800	1080/2 nights	2	13	\$10,000.00	\$420.00	\$10,420.00	Successful	
South Eastern Automobile Club - Legend of the Lakes Hillclimb	Nil	265.00	5	\$10,000.00	\$6,000.00		\$5,400.00	\$5,400.00	\$1,604,064.00	1200	888/4 nights	4	20		\$4,000.00	\$4,000.00	Successful	In-kind only.
Limestone Coast Festivals & Events Inc - Fantasy Medieval	Nil	397.50	1	\$15,000.00	\$5,000.00	\$15,000.00	\$5,226.00	\$20,226.00	\$1,733,000.00	2500	2000/2 nights	2	22	\$1,000.00	\$2,000.00	\$3,000.00	Successful	
Generations in Jazz Inc - Generations in Jazz	Nil			\$35,000.00	\$5,000.00			\$0.00	\$5,664,750.00	5000	4750/2 nights	3	70	\$35,000.00	\$6,000.00	\$41,000.00		Undetermined. Surplus budget required, more discussion needed.
Fringe Berin Inc - Fringe Mount Gambier	Nil			\$50,000.00	\$14,000.00			\$0.00	\$2,795,216.00	884	71/16 nights	16	37	\$35,000.00	\$5,000.00	\$40,000.00		Undetermined. Discussion of long-term sustainability required.
Mount Gambier Swimming Club - 2025 South Australian Country Swimming Championships	Nil			\$15,000.00				\$0.00	\$1,906,300.00	1100	220/5 nights	5	23			\$0.00		Undetermined. Application not complete at time of assessment.
				<b>Requested Cash</b>	<b>Requested In Kind</b>	<b>Allocated Cash</b>	<b>Allocated In Kind</b>	<b>Allocated Total</b>										
				\$172,600.00	\$41,652.00	\$45,000.00	\$21,251.00	\$66,251.00										

### Major Events Grant Summary

Note: Applicant Name, Status, Weighted Score and Rank and automatically filled from Evaluation spreadsheet

Applicant Name	Conflict of Interest	Weighted Score	Rank	2024/25 Estimates										2023/24 Sponsorship (Actuals)			Outcome	
				Requested Cash	Requested In Kind	Allocated Cash	Allocated In Kind	Allocated Cash and In-Kind	Economic Benefit	Participation	Overnight Stays - per night	Days of Event	No. of Local Jobs	Cash	In Kind	Total	Successful/ Unsuccessful	Notes
Rotary Club of Mount Gambier West - Party in the Park	Nil	365.00	7	\$3,200.00	\$1,350.00	\$3,200.00	\$1,170.00	\$4,370.00	\$277,710.00	1500	30/1 night	1	3	\$2,700.00	\$1,000.00	\$3,700.00	Successful	In-kind was amended.
Mount Gambier A&H Society Inc - Mount Gambier 163rd Spring Show	Nil	327.50	9	\$5,000.00	\$2,500.00		\$2,243.00	\$2,243.00	\$4,218,200.00	7000	2100/3 nights	2	52	\$3,000.00	\$2,000.00	\$5,000.00	Successful	In-kind only.
Mount Gambier Disc Golf - 2024 Eruption	Nil	425.00	2	\$2,500.00	\$2,500.00	\$2,500.00	\$1,300.00	\$3,800.00	\$323,224.00	220	198/4 nights	4	4	\$2,000.00	\$2,000.00	\$4,000.00	Successful	
Mount Gambier Ministers Association - Blue Lake Carols	Nil	430.00	1	\$5,000.00	\$1,000.00	\$5,000.00	\$661.00	\$5,661.00	\$1,086,000.00	6000	0	1	14	\$5,000.00	\$1,000.00	\$6,000.00	Successful	
Basketball Mount Gambier Inc - Junior Basketball Tournament	Nil	365.00	7	\$9,500.00		\$2,000.00		\$2,000.00	\$2,079,600.00	3000	2400/2 nights	2	26	\$2,000.00		\$2,000.00	Successful	Cash was amended. Surplus cash evident in budget.
Lakes Rotary Mount Gambier - Blue Lake Fun Run	Nil	417.50	3		\$12,200.00	\$12,200.00		\$12,200.00	\$424,100.00	2000	300/1 night	1	5		\$8,000.00	\$8,000.00	Successful	In-kind was converted to cash.
South Gambier Football Club	Nil	380.00	5	\$6,900.00	\$1,000.00	\$6,900.00	\$947.00	\$7,847.00	\$287,025.00	1500	75/1 night	1	3			\$0.00	Successful	
Port MacDonnell Bayside Festival Association Inc - Port MacDonnell Bayside Festival	Manager Economy, Strategy and Engagement	325.00	10	\$11,170.00	\$1,957.00	\$3,850.00	\$1,957.00	\$5,807.00	\$660,990.00	3000	570/1 night	1	9			\$0.00	Successful	Cash was amended.
Mount Gambier Community RSL - Anzac Day Memorial Service and Parade	Nil	415.00	4	\$2,300.00	\$3,450.00	\$2,300.00	\$3,450.00	\$5,750.00	\$1,136,680.00	6000	240/1 night	1	15			\$0.00	Successful	
Mount Gambier Chamber of Commerce - Mount Gambier Christmas Parade Business Boost Event	Nil	370.00	6		\$3,865.00		\$3,865.00	\$3,865.00	\$1,435,125.00	7500	375/1 night	1	17			\$0.00	Successful	
				<b>Requested Cash</b>	<b>Requested In Kind</b>	<b>Allocated Cash</b>	<b>Allocated In Kind</b>	<b>Allocated Total</b>										
				\$45,570.00	\$29,822.00	\$37,950.00	\$15,593.00	\$53,543.00										

City of Mount Gambier  
Ordinary Council Meeting Minutes

17 September 2024

**Minor Events Grant**  
Summary

Note: Applicant Name, Status, Weighted Score and Rank and automatically filled from Evaluation spreadsheet

Applicant Name	Conflict of Interest	Weighted Score	Rank	2024/25 Estimates										2023/24 Sponsorship (Actuals)			Outcome		
				Requested Cash	Requested In Kind	Allocated Cash	Allocated In Kind	Allocated Cash and In-Kind	Economic Benefit	Participation	Overnight Stays - per night	Days of Event	No. of Local Jobs	Cash	In Kind	Total	Successful/ Unsuccessful	Notes	
Department of Education - South East Primary Schools Music Festival	Councillor Josh Lynagh	347.50	5	\$2,000.00		\$2,000.00		\$2,000.00		\$558,540.00	600	60/3 nights	5	7	\$1,500.00		\$1,500.00	Successful	
The Inside Line Incorporated - Inside Line Downhill Mountain Bike	Nil	392.50	2	\$1,300.00	\$700.00	\$1,300.00	\$1,065.00	\$2,365.00	\$650,280.00	600	540/3 nights	2	8			\$0.00		Successful	In-kind was amended.
Mount Gambier Legends Baseball Club - Masters Baseball	Executive Administrator City and Community Growth	225.00	7	\$1,000.00	\$500.00	\$1,000.00	\$489.00	\$1,489.00	\$206,010.00	225	135/3 nights	3	3	\$500.00	\$500.00	\$1,000.00		Successful	In-kind was amended.
Basketball Mount Gambier - Country Basketball League South West Mens & Womens Comp	Nil	212.50	8	\$2,000.00				\$0.00	\$256,050.00	150	75/6 nights	6	2			\$0.00		Unsuccessful	No definitive dates provided for event. No budget for profit/loss.
South Coast Cycling - Track Cycling Carnival	Nil	275.00	6	\$2,000.00		\$900.00	\$400.00	\$1,300.00	\$106,232.00	250	38/1 night	2	1			\$0.00		Successful	Cash and in-kind was amended.
Mount Gambier Community RSL - Remembrance Day	Nil	362.50	3	\$1,100.00	\$660.00		\$1,130.00	\$1,130.00	\$333,525.00	1800	36/1 night	1	4			\$0.00		Successful	
Lake City Rodders - Valentines Rod Run	Nil	357.50	4	\$500.00		\$500.00		\$500.00	\$151,002.00	150	113/2 nights	3	2			\$0.00		Successful	
K9s with KAZ	Nil	397.50	1		\$500.00		\$400.00	\$400.00	\$57,405.00	300	15/1 night	1	1		\$198.50	\$198.50		Successful	
				<b>Requested Cash</b>	<b>Requested In Kind</b>	<b>Allocated Cash</b>	<b>Allocated In Kind</b>	<b>Allocated Total</b>											
				\$9,900.00	\$2,360.00	\$5,700.00	\$3,484.00	\$9,184.00											

**Sports and Recreation Capital Works**  
Summary

Note: Applicant Name, Status, Weighted Score and Rank and automatically filled from Evaluation spreadsheet

Applicant Name	Weighted Score	Rank	2024/25 Estimates					Outcome
			Requested Cash	Requested In Kind	Allocated Cash	Allocated In Kind	Allocated Cash and In-Kind	Successful/ Unsuccessful
North Gambier Football & Netball Club	372.50	3	\$12,000.00		\$12,000.00		\$12,000.00	Successful
Apollo Football Club	445.00	2	\$50,000.00		\$50,000.00		\$50,000.00	Successful
Mount Gambier & District Tennis Association	452.50	1	\$35,000.00		\$35,000.00		\$35,000.00	Successful
			<b>Requested Cash</b>	<b>Requested In Kind</b>	<b>Allocated Cash</b>	<b>Allocated In Kind</b>	<b>Allocated Total</b>	
			\$97,000.00	\$0.00	\$97,000.00	\$0.00	\$97,000.00	

## Creative Arts Fund Summary

Note: Applicant Name, Status, Weighted Score and Rank and automatically filled from Evaluation spreadsheet

Applicant Name	Conflict of Interest	Weighted Score	Rank	2024/25 Estimates					Outcome	
				Requested Cash	Requested In Kind	Allocated Cash	Allocated In Kind	Allocated Cash and In Kind	Successful/ Unsuccessful	Notes
Melinda Holtz	Nil	235.00	3	\$5,409.04				\$0.00	Unsuccessful	The project did not reflect the cultural/industrial heritage of the Rail Lands.
Louise Agnew & Lucy Bonnin	Nil	185.00	4	\$29,845.00				\$0.00	Unsuccessful	This artist was supported for a previous mural project. With the current funds we would like to diversity our support to other applicants.
Pariya Ziakas & Ruth Stephenson	Nil	302.50	2	\$23,500.00	\$9,000.00	\$23,500.00		\$23,500.00	Successful	Cash only.
Burrandies Aboriginal Corporation	Nil	307.50	1	\$19,155.00		\$19,155.00		\$19,155.00	Successful	
Kim Cella	Nil	160.00	5	\$3,000.00				\$0.00	Unsuccessful	Commercial endeavour.
				<b>Requested Cash</b>	<b>Requested In Kind</b>	<b>Allocated Cash</b>	<b>Allocated In Kind</b>	<b>Allocated Total</b>		
				\$80,909.04	\$9,000.00	\$42,655.00	\$0.00	\$42,655.00		

## Minor/Major Community Strengthening Grants Summary

Note: Applicant Name, Status, Weighted Score and Rank and automatically filled from Evaluation spreadsheet

Applicant Name	Conflict of Interest	Weighted Score	Rank	2024/25 Estimates					Outcome	
				Requested Cash	Requested In Kind	Allocated Cash	Allocated In Kind	Allocated Cash and In-Kind	Successful/ Unsuccessful	Notes
Grant High School	Councillor Josh Lynagh	70.00	3	\$300.00				\$0.00	Unsuccessful	No evidence of greater Mount Gambier community benefit.
School Sports SA South East Zone	Nil	70.00	3	Unspecified				\$0.00	Unsuccessful	No budget provided.
Careflight	Nil	70.00	3	\$1,500.00		\$1,500.00		\$1,500.00	Successful	
Stand Like Stone Foundation	General Manager City Infrastructure	170.00	1	\$10,000.00		\$10,000.00		\$10,000.00	Successful	re-work community strengthening application to align with community outcomes ala back to school vouchers etc.
Basketball Mount Gambier	Councillor Josh Lynagh	110.00	2	\$10,000.00				\$0.00	Unsuccessful	Deemed as a marketing/promotion campaign.
Mount Gambier Chamber of Commerce - Membership Fee	Nil	70.00	3	\$550.00				\$0.00	Unsuccessful	Submitted application incomplete.
				<b>Requested Cash</b>	<b>Requested In Kind</b>	<b>Allocated Cash</b>	<b>Allocated In Kind</b>	<b>Allocated Total</b>		
				\$22,350.00	\$0.00	\$11,500.00	\$0.00	\$11,500.00		



# MINUTES

## Special Council Meeting

Wednesday 25 September 2024



**Minutes of City of Mount Gambier Special Council Meeting held at:**

**Time:** 5:30 pm  
**Date:** Wednesday 25 September 2024  
**Location:** Council Chamber - Civic Centre  
10 Watson Terrace, Mount Gambier

City of Mount Gambier  
Special Council Meeting Minutes

25 September 2024

**PRESENT:** Mayor Lynette Martin (OAM)  
Cr Max Bruins  
Cr Josh Lynagh  
Cr Sonya Meziniec  
Cr Frank Morello  
Cr Jason Virgo

**OFFICERS IN ATTENDANCE:** Chief Executive Officer - Mrs S Philpott  
General Manager City Infrastructure - Ms B Cernovskis  
General Manager Corporate and Regulatory Services - Mrs J Fetherstonhaugh  
Manager Economy, Strategy and Engagement - Mrs B Shearing

**1 ACKNOWLEDGEMENT OF COUNTRY**

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

**2 APOLOGIES**

**RESOLUTION OCM 2024/145**

Moved: Cr Jason Virgo

Seconded: Cr Sonya Meziniec

That the apologies from Crs Kate Amoroso, Mark Lovett and Paul Jenner be received.

**CARRIED**

**3 LEAVE OF ABSENCE**

Nil

**4 COUNCIL REPORTS**

**4.1 GRANTS AND SPONSORSHIPS PROGRAM ROUND ONE - GENERATIONS IN JAZZ**

**RESOLUTION OCM 2024/146**

Moved: Cr Max Bruins

Seconded: Cr Josh Lynagh

1. That Council report titled 'Grants and Sponsorships Program Round One - Generations in Jazz' as presented on Wednesday 25 September 2024 be noted.
2. That \$35,000 cash plus \$3,700 in-kind be endorsed for distribution as part of Round One of the 2024/2025 Grants & Sponsorships program.
3. That Council looks forward to receiving a presentation from Generations in Jazz at an Elected Member Briefing on Tuesday, 3 December 2024, to provide a three to five year business plan and funding model.

**CARRIED**



**5 MEETING CLOSE**

**The meeting closed at 5:35 pm.**

**The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 15 October 2024.**

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**MAYOR**

