

Reference: AF11/862

**MAYOR  
COUNCILLORS  
CITY OF MOUNT GAMBIER**

Members

1. NOTICE is given that a meeting of the Council of the City of Mount Gambier will be held at the Council Chamber, Civic Centre, 10 Watson Terrace, Mount Gambier on **TUESDAY, 19<sup>TH</sup> JULY, 2016 AT 6.00 P.M.**
2. Notice is given that the Standing Committees (Committee Room and Level 1 Conference Room) and Development Assessment Panel (Level 1 Conference Room) will meet at the Civic Centre, 10 Watson Terrace, Mount Gambier on the days and dates as follows:

Corporate and Community Services Committee	<b>Monday, 8<sup>th</sup> August, 2016</b>
Operational Services Committee	<b>Tuesday, 9<sup>th</sup> August, 2016</b>
Development Assessment Panel	<b>Thursday, 18<sup>th</sup> August, 2016</b>



**Grant HUMPHRIES**  
ACTING CHIEF EXECUTIVE OFFICER

12<sup>th</sup> July, 2016  
MJT

CITY OF MOUNT GAMBIER

Meeting to be held at the Council Chamber, Civic Centre, 10 Watson Terrace, Mount Gambier  
on Tuesday, 19<sup>th</sup> July, 2016 at 6.00 p.m.

AGENDA

COUNCIL

PRESENT:

- Deputy Mayor Cr Penny Richardson
- Cr Christian Greco
- Cr Mark Lovett
- Cr Sonya Meziniec
- Cr Des Mutton
- Cr Frank Morello
- Cr Hanna Persello
- Cr Ian Von Stanke

APOLOGY/IES:

moved the apologies received from Mayor Andrew Lee, Cr Josh Lynagh and Cr Steve Perryman be accepted.

seconded

COUNCIL OFFICERS:

- |  |                   |
|--|-------------------|
| Acting Chief Executive Officer             | - Mr G Humphries  |
| Director – Operational Services            | - Mr D Sexton     |
| Manager Governance and Property            | - Mr M McCarthy   |
| Manager Community Services and Development | - Ms B Cernovskis |
| Administrative Officer Executive Support   | - Mrs F McGregor  |

**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.**

CONFIRMATION OF MINUTES:

moved the minutes of the previous meeting held on 21<sup>st</sup> June, 2016 be taken as read and confirmed.

seconded

MAYORAL REPORT - Ref. AF11/881

Nil

REPORTS FROM COUNCIL REPRESENTATIVES ON OUTSIDE ORGANISATIONS / ACTIVITIES - Ref. AF11/882

Member

Organisation

.....	.....
.....	.....
.....	.....

moved the reports made by Council representatives on outside organisations / activities be received.

seconded

**QUESTIONS:**

- (a) With Notice – Nil submitted
- (b) Without Notice -

**PETITIONS:** Nil

**NOTICE OF MOTION TO RESCIND:** Nil

**ELECTED MEMBERS WORKSHOPS** - Ref. AF15/83

<i>Date</i>	<i>Topic for Discussion</i>
30/06/2016	Economic Blueprint and Brand Identity

Record for this Workshop is attached.

moved that the Record of Proceedings for Economic Blueprint and Brand Identity be received and the contents noted.

seconded

**ELECTED MEMBER TRAINING AND DEVELOPMENT** – Governance – Ref. AF11/903

Nil submitted.

**COUNCIL ACTION ITEMS** - Corporate and Community Services Committee and Operational Services Committee referred to the Council Meeting held 21<sup>st</sup> June, 2016- Ref. AF11/1718, AF11/866

moved that the Council Action Items for the Corporate and Community Services Committee and the Operational Services Committee referred to the Council Meeting held 21<sup>st</sup> June, 2016 be received and the contents noted.

seconded

**OPERATIONAL SERVICES - 12<sup>th</sup> July, 2016**

moved that the minutes of the meeting held 12<sup>th</sup> July, 2016 be received.

seconded

**1. COMMITTEES - Internal - Operational Services Committee - re Projects to be undertaken by the Operational Services Department, Engineering Division, during month - Ref. AF11/866**

*Goal: Building Communities*

*Strategic Objective: The identified needs of the community are met, through implementing Long Term Asset Management Plans and Infrastructure Plans.*

The Presiding Member reported the following works are to be undertaken/are currently being undertaken by the Operational Services Department, Engineering Division, during the month:

<u>Commenced Tasks</u>	<u>% Completed</u>
• Old Hospital landscaping works (paths and culdesac)	80%
• Holloway Crescent - concrete footpath construction	35%
• Boandik Terrace - blowhole drainage project (tree removal works)	on hold
• Davison Street - retention basin (fencing)	50%
• Rail Trail - Pick Avenue to White Avenue	50%
• Pine Tree removal - selective thinning	70%

Railway Lands

• Major art piece tracks (paving works)/signalling change	60%
• Heritage elements (fence and stobie poles)	20%

Completed Tasks

- Gordon Street footpath construction

**Cr Mutton moved the report be received.**

**Cr Von Stanke seconded**

**Carried**

**2. ENVIRONMENTAL MANAGEMENT - Caroline Landfill - Emergency Measures for Leachate Containment and Disposal - Ref. AF11/371**

*Goal: Environment*

*Strategic Objective: Plan and implement infrastructure to protect and enhance the natural and built environment, including in response to climate change influences.*

The Presiding Member reported:

- (a) Further to the recent memo issued to Members in the last Friday Edition by the Director Operational Services, this item provides an update to Members on the matter of leachate issues at Caroline Landfill;

- (b) as a result of the record rainfall in June and the forecast for the next two months to also exceed average rainfall volumes significantly, the following measures may need to be implemented in order to safely manage leachate levels at Caroline Landfill:
- purchase and commission 15 x 70,000 litre temporary storage bladders (approximately cost \$80,000);
  - construct a 500mm high containment bund around leachate pond 3 (approximately \$10,000);
  - cart excess leachate to sewer (approximate cost \$100,000 to \$200,000).
- (c) as Council has an obligation to not pollute the environment as part of its landfill licensing conditions, Council will have no choice but to implement measures if/when the rainfall places the leachate storage ponds at critical levels of overtopping.

**Cr Richardson moved it be recommended:**

- (a) **The report be received;**
- (b) **Council authorise the Director Operational Services to implement measures as and when necessary to ensure the management of leachate does not cause environmental harm, and may include implementation of some or all the above mentioned methods or alternative arrangements as required.**

**Cr Von Stanke seconded**

**Carried**

**3. HEALTH MANAGEMENT - Joint Ventures - Domestic Squalor and Hoarding Workshop - Arrangements - Ref. AF16/165**

*Goal: Community Well-Being*  
*Strategic Objective: Advocate for the health needs of the community by encouraging partnerships in the provision of affordable and viable facilities and infrastructure.*  
*Target/KPI: When insanitary conditions are identified attempt to resolve in a timely and effective manner and demonstrate a proactive approach to across division/department liaison.*

The Presiding Member reported:

- (a) City of Mount Gambier and ac.care co-hosted a Domestic Squalor and Hoarding Workshop with Karen Rigby, Junction Australia, presenting the "Footprints through the clutter" programme on 8<sup>th</sup> June 2016;
- (b) Junction Australia invited organisations to host the free training program and it has been delivered across the state to assist service providers to develop skills to understand and support people experiencing these challenging living environments. Karen also created the online resource [www.hoardingandsqualorsa.com.au](http://www.hoardingandsqualorsa.com.au) and encouraged South East provider inclusion. A compilation of strategies used by officers at the cold face into a booklet is a future project for Karen which the participants were invited to be involved with;
- (c) the workshop encouraged local networking of service providers in the region to identify who is providing what services in this arena;
- (d) of the 37 participants the majority were from government or non government organisations, however, the private rental and counselling sector was represented;

- (e) Caroline Hill from Limestone Coast Round Table did a short presentation to inform the participants of the role of the group and Limestone Coast Service Directory now available online;
- (f) a display area was provided for participants to provide business cards, brochures and information. The Mount Gambier Library created a resource list of materials available for loan locally;
- (g) 30 feedback forms were received and 28 of those agreed or strongly agreed the topics covered were relevant to them and 30 agreed or strongly agreed the training experience will be useful in their work;
- (h) new networks have been utilised by the Environmental Health Officer to deliver customer service inline with Council's Customer Service Charter - Philosophy 5:
  - alternative solutions if possible and appropriate;
  - assist customers when referring enquiries to other service providers, be they government or non-government service providers;
  - adopt a "can do" attitude to solving enquiries.

**Cr Richardson moved it be recommended:**

- (a) **Council continue to support the education and networking opportunities for public health related matters to strengthen existing services and improve the communities well-being;**
- (b) **provide Junction Australia with strategies used when the booklet project outlined in this report is undertaken.**

**Cr Morello seconded**

**Carried**

**4. INFRASTRUCTURE - Maintenance - Request for Removal of Street Trees - 4 and 14 Umpherston Street, Mount Gambier - Ref. AF15/546**

*Goal: Environment*

*Strategic Objective: Support initiatives that value and preserve our unique environment and contribute to environmental sustainability.  
Support the preservation and enhancement of the City's unique natural and built heritage for future generations.*

The Presiding Member reported:

- (a) It has been brought to Council's attention that a number of large Desert Ash trees (*Fraxinus angustifolia*) along Umpherston Street are causing severe damage to the kerbing and road adjacent to a number of properties. The trees in question are mature with an approximate height of 15 metres and approximate width of 12 metres. They are located on the eastern side where the footpath verge is only 2.5 metres wide;
- (b) Council has begun carrying out the required repairs adjacent to the properties in question, however the trees structural roots adjacent to numbers 4 and 14 Umpherston Street have grown so large that without removing these roots there is no way of repairing the damage to the kerbing and road. The option of re-directing the kerbing around these main roots is not possible due to the narrow width of the road and the extent of these root systems;

- (c) the tree roots that have grown around the invert are large structural roots which begin at the base of the tree and prevent it from falling. Removing these roots will compromise the stability of the trees which can lead to the trees falling in high winds or heavy rain. A number of feeder roots which are small fibrous roots that are responsible for taking up water and nutrients have been damaged due to the removal of the kerbing. The more of these that are cut, the more the trees ability to feed itself becomes impaired which in turn leads to the demise of the tree over time. It should be noted that cutting roots creates entryways for harmful insects and diseases that can harm or kill the tree in the long term. When trees become stressed they become more vulnerable to these infections including root systems;
- (d) it should be noted that the likelihood of these trees impacting a target such as a house or pedestrian should they fail is high with the consequence of the impact being severe.

**Cr Morello moved it be recommended**

- (a) **The report be received;**
- (b) **Council authorise the removal of the two large Desert Ash trees located adjacent to numbers 4 and 14 Umpherston Street so that the repairs to the road and kerbing can be carried out and completed.**

**Cr Von Stanke seconded**

**Carried**

**5. PROPERTY MANAGEMENT - Advisory Group - Report of the Aquatic Centre Management Advisory Group meeting held Wednesday, 22<sup>nd</sup> June 2016 - Ref. AF11/1370**

*Goal: Building Communities*

*Strategic Objective: Encourage the development of community facilities and infrastructure, community events, and active and safe community spaces through direct support, seeking funding, facilitation etc.*

The Presiding Member reported:

- (a) The Aquatic Centre Management Advisory Group met on Wednesday, 22<sup>nd</sup> June 2016 at 7:00 a.m. This meeting was attended by:
- Cr Mark Lovett, City of Mount Gambier
  - Daryl Sexton, Director Operational Services
  - Peter Collins, Manager Aquatic Centre
- (b) the matters discussed were as follows:
1. Electricity Accounts
    - Recent change of contract has led to substantial increase in electricity charges.
  2. Budget
    - Includes the higher electricity cost less anticipated solar power offset.
    - Annual increase in wages.
    - Water costs up 22%.
    - Net subsidy is \$178,000.
    - Some increase in revenue with increased patronage (Peter believes this is a result of more consistent heat with the new boiler).
    - Decrease in retail sales (goggles, bathers).

3. Business Plan

- Draft Plan submitted, will be put to Council in July for consideration.

4. Maintenance for 2016/2017

- Peter Collins has prepared his maintenance schedule for 2016/2017, can proceed with required works after 1<sup>st</sup> July 2016.

**Cr Richardson moved it be recommended:**

- (a) The report be received and contents noted.**

**Cr Morello seconded**

**Carried**

**6. OPERATIONAL SERVICES REPORT NO. 4/2016 - Frew Park (Ambulance Station) Assessment of Building and Proposed Maintenance - Ref. AF11/1522**

*Goal: Governance  
Strategic Objective: Demonstrate innovative and responsive organisational governance.  
Engage with national, state, regional and local forums and partnerships to provide solutions and options to continually improve Councils service delivery and performance.*

*Goal: Building Communities  
Strategic Objective: Encourage the development of community facilities and infrastructure, community events, and active and safe community spaces through direct support, seeking funding, facilitation etc.*

*Goal: Securing Economic Prosperity  
Strategic Objective: Provide infrastructure and facilities that contribute to Mount Gambier being able to enhance its economic base and quality of life.*

*Goal: Diversity  
Strategic Objective: Consider the needs of all community groups in developing projects, services and infrastructure (public or privately owned).*

**Cr Richardson moved it be recommended:**

- (a) Operational Services Report No. 4/2016 be received;**
- (b) in consideration of the rapidly deteriorating building condition, absence of funding allocated in the 2016/2017 and foreseeable budgets, and without a clearly defined use and business model, the demolition aspect (only) of Option 3 be presented in the 2017/2018 Draft Budget together with funds for landscape treatments.**

**Cr Morello seconded**

**Carried**

**7. TENDER - Cleaning of the Lady Nelson Visitor and Discovery Centre, Main Corner Complex, Riddoch Art Gallery, Library - Ref. AF16/184**

The Presiding Member reported:

- (a) Individual cleaning arrangements for the Lady Nelson Visitor and Discovery Centre, Main Corner Complex and the Library have been combined into a single cleaning tender and a public tender process undertaken to consolidate the contracts to identify one provider and to also include the Riddoch Art Gallery facility;



- (b) an assessment of tenders received has now been completed in accordance with Council Policy P420 Procurement and Disposal of Land and Assets with three Council Officers undertaking the assessment and the final recommendation confirmed in consultation with the Chief Executive Officer, Director Operational Services and Manager Community Services & Development;
- (c) in assessing the tenders the following was taken into consideration:
- local employment opportunities;
  - environmental impact;
  - workplace health and safety measures;
  - value for money;
  - use of local suppliers to source cleaning product.
- (d) six conforming tenders were received and these have been summarised in the tables below:

#### Tender Evaluation Scores

Name of Tenderer	Officer 1	Officer 2	Officer 3	Average Score	Ranking
Advanced	91%	65%	92%	83%	2
APEC	63%	60%	57%	60%	6
HACCP	78%	55%	80%	71%	4
Menzies	93%	69%	95%	86%	1
Millennium	80%	56%	73%	70%	5
Wayne's	88%	65%	83%	79%	3

#### Annual Pricing

Name of Tenderer	Lady Nelson	Main Corner	Riddoch	Library	Total
Advanced	\$22,827.13	\$51,039.58	\$37,073.40	\$62,047.87	\$172,987.98
APEC *	\$38,980.00	\$19,748.00	\$5,850.00	\$78,586.00	\$138,624.00
HACCP	\$18,301.00	\$33,300.00	\$3,328.00	\$42,940.00	\$97,869.00
Menzies	\$16,974.59	\$32,574.93	\$11,199.30	\$57,968.39	\$118,717.21
Millennium **	\$27,255.87	\$23,482.81	\$4,696.56	\$47,853.50	\$103,288.74
Wayne's	\$22,805.62	\$27,266.93	\$5,449.73	\$41,524.40	\$97,046.68

\* does not include carpet cleaning or function set up - charged at an hourly rate. Pricing increases 2<sup>nd</sup> year of contract in keeping with CPI.

\*\* +3.0% Year 2 of Contract.

- (e) a quality and pricing assessment and reference checks resulted in a recommendation for the acceptance of the Menzies International (Aust) Pty Ltd tender, supported by the following comments.

#### Comments:

- Drawing on extensive local council experience and being well established in the Mount Gambier region (Carter Holt Harvey, Timberlink, Kimberly Clark Australia) Menzies offers the following value added services:
  - ✓ Mount Gambier based contract management;
  - ✓ access to 70+ locally based screened and trained employees;
  - ✓ 24/7 help desk to ensure rapid response times with management contactable day and night;
  - ✓ experience in museum cleaning (relevant to Riddoch Art Gallery);
  - ✓ electronic quality monitoring system.
- Menzies met all of the requirements and submitted a quote of \$118,717.21 per annum which equates to a decrease in cleaning costs of 13.97% (approximately \$20K per annum) essentially incorporating the Riddoch Art Gallery service for no charge.

**Cr Mutton moved it be recommended:**

- (a) the report be received;**
- (b) Council accept the tender of Menzies International (Aust) Pty Ltd for the cleaning of the Lady Nelson Visitor and Discovery Centre, Main Corner Complex, Riddoch Art Gallery and Library as per tender submission AF16/184 at a GST exclusive price of \$118,717.21 per annum.**

**Cr Morello seconded**

**Carried**

**CORPORATE AND COMMUNITY SERVICES**

**1. FINANCIAL STATEMENT – as at 30<sup>th</sup> June, 2016**

*Goal: Governance*

*Strategic Objective: Demonstrate innovative and responsive organisational governance*

moved the financial statement as at 30<sup>th</sup> June, 2016 be received.

seconded

**2. GOVERNANCE – Committees – Strategic Planning Sub-Committee – Minutes of Meeting held 15<sup>th</sup> June, 2016 – Ref. AF15/366**

*Goal: Governance*

*Strategic Objective: Demonstrate innovative and responsive organisational governance*

moved:

(a) the Minutes of the Strategic Planning Sub-Committee Meeting held on 15<sup>th</sup> June, 2016 be received;

(b) the following recommendations of the Strategic Planning Sub-Committee be adopted by Council:

1. COMMUNITY PLAN - CHAT ASSESMENT - Compiled Survey Results - Ref. AF 15/179

The report be received and the Survey Results be noted.

2. STRATEGIC PLANNING SUB-COMMITTEE REPORT NO. 3/2016 - Community Plan - Key Performance Indicators and Quarterly Reporting - Ref. AF16/85

(a) Strategic Planning Sub Committee Report No. 3/2016 be received;

(b) Quarterly reporting on the achievement of the Community Plan to commence at the satisfactory conclusion of a comprehensive service review of Council.

3. STRATEGIC PLANNING SUB-COMMITTEE REPORT NO. 4/2016 - Community Plan - Implementation and Reporting - Ref. 16/185

(a) Strategic Planning Sub Committee Report No. 4/2016 be received;

(b) Council to be kept informed of the work undertaken to commence the implementation of the Community Plan through reporting to the Strategic Planning Sub Committee and Council as well as at workshops.

4. COMMUNITY PLAN – Community Consultation and Awareness - Ref. AF16/85

The report be received.

seconded

3. **GOVERNANCE – Committees – Community Engagement and Social Inclusion Sub-Committee – Minutes of Meeting held 27<sup>th</sup> June, 2016 – Ref. AF15/500**

*Goal:* Governance

*Strategic Objective:* Demonstrate innovative and responsive organisational governance

moved:

(a) the minutes of the Community Engagement and Social Inclusion Sub-Committee Meeting held on 27<sup>th</sup> June, 2016 be received;

(b) the following recommendations of the Community Engagement and Social Inclusion Sub-Committee be adopted by Council:

1. COMMUNITY ENGAGEMENT AND SOCIAL INCLUSION SUB COMMITTEE 2016 - Guest Speaker – Mrs Emma Milera, Burrandies Inc. - Ref. - AF15/500 -

Due to a late apology from Mrs Emma Milera the presentation on the Language Reference Group 1<sup>st</sup> Edition of the reclaimed Language Diary be deferred to the next meeting.

2. SOCIAL, CULTURAL AND COMMUNITY SERVICES - Programme Management - Reconciliation Action Plan – Reconciliation Action Plan Progress Table Ref. AF15/341

(a) the Reconciliation Action Plan progress table be received;

(b) the following five significant dates be endorsed by Council to schedule or support annually:

- 13<sup>th</sup> Feb – The Anniversary of the National Apology to the Stolen Generations
- 26<sup>th</sup> May – National Sorry Day – as a mainstream service it was recognised as being significant for City of Mount Gambier to take a lead on this
- 27<sup>th</sup> May – June 3<sup>rd</sup> - Reconciliation Week
- 6<sup>th</sup> to 13<sup>th</sup> July - NAIDOC Week– continued support and partnership with local services
- 4<sup>th</sup> August - National ATSI Children’s Week

(c) an appropriate Cultural Awareness trainer be engaged to conduct training with Elected Members, staff and community representatives on committees and advisory groups of Council;

(d) Mandatory Induction Training for Elected members to include Cultural Awareness training.

3. COMMUNITY ENGAGEMENT AND SOCIAL INCLUSION SUB COMMITTEE 2016 - Key Focus Areas – Key Focus Area Progress Table - Ref. - AF15/500

The Community Engagement & Social Inclusion Key Focus Area progress table be received and noted for information.

4. COMMUNITY ENGAGEMENT AND SOCIAL INCLUSION SUB COMMITTEE 2016 - Nominations - Corporate and Community Services Report No. 42/2016 - Ref. - AF15/500
- (a) the resignation of Rob Foggo be accepted and a thank you letter be sent acknowledging his contribution to the Community Engagement and Social Inclusion Sub-Committee;
  - (b) all current vacancies be held over until November 2016;
  - (c) the criteria for community applications be reviewed;
  - (d) the RAP Focus Group be consulted regarding ATSI representation.
5. COMMUNITY ENGAGEMENT AND SOCIAL INCLUSION SUB COMMITTEE 2016 - Limestone Coast Community Services Roundtable – Update - Ref. - AF15/500

The verbal report on the Limestone Coast Community Services Roundtable Planning Day be received.

seconded

4. **PROPERTY MANAGEMENT - Railway Lands Activation Team update – Ref. AF15/398**

*Goal: Building Communities*

*Strategic Objective: Encourage the empowerment of the community to lead and self manage their respective desires and aspirations.  
Encourage the development of community facilities and infrastructure, community events, and active and safe community spaces through direct support, seeking funding, facilitation etc.*

The Manager – Community Services and Development reported:

During June 2016 the Railway Lands Activation Team have continued to facilitate a calendar of activities at the site, deliver a successful community leaders celebration and oversee the installation of public art works.

The Railway Lands Activation Team have completed the evaluations and are finalising administrative processes and procedures for the ongoing management of the site. Ongoing low cost activations include the following initiatives:

<b>Commercial/Community integration</b>	
Railway Building	No further activity.
Site	Short term hospitality option is being progressed for Council consideration.

<b>Arts/Cultural/Music Activities</b>	
Nature Play Sculptures	Sam Wass Sculpture has been installed. Ivo Tadic continuing with the on site carvings. All other sculptures are under construction.
Illuminart	Illuminart Project Feasibility Report received for consideration.

<b>Events</b>	
An evening @ the Rail	The community leaders event was an opportunity for Council to acknowledge the commitment made by sectors within our community to work collaboratively with Council to create a dynamic inner-city public space. Despite the unfavourable weather the event was a success.

<b>Evaluation</b>
Evaluation report is being finalised.

Confirmed future events for the Railway Lands.

<b>July</b>	<b>August</b>
Winter @ the Rail – Winter Sessions Pt 2	Connecting Community with Homelessness function.

moved the progress report on the Railway Lands Activation Team be received.

seconded

**5. HEALTH MANAGEMENT - Advice - Regional Public Health Plan - Mental Health - Advice and Information - Ref. AF15/373**

*Goal: Community Well-Being*

*Strategic Objective: Advocate for the health needs of the community by encouraging partnerships in the provision of affordable and viable facilities and infrastructure.*

The Director - Corporate Services reported:

(a) Council resolved on 17<sup>th</sup> May, 2016 that:

- *“Council express concern about the reported closure of the mental health rehabilitation facility providing ten community respite beds as of 30 June 2016 and the increasing pressure this will place on other mental health services in Mount Gambier and the surrounding region;*
- *Council write to the relevant Federal and State Government Ministers calling on them to reconsider their decision to cease funding for this ten bed community respite mental health rehabilitation facility”.*

(b) Council has received responses from the Department of Health on behalf of the Federal Minister for Health and the State Minister for Health who has referred the matter to the Minister for Health and Substance Abuse (both letters attached);

(c) further responses are still awaited.

moved:

(a) the letters be received.

seconded

6. **CORPORATE AND COMMUNITY SERVICES REPORT NO. 46/2016 - Economic Development - Tourism Plan Implementation - Ref. AF15/400, AF16/188**

Goal: *Securing Economic Prosperity*

Strategic Objective: (i) *Foster the expansion of commerce and industry in a sustainable manner, considering industry, employment and climate change impacts, and enhance our positioning as the major centre for the region.*  
(ii) *Support the development of our local economy, our unique local experiences and our capacity to grow visitation to our city.*  
(iii) *Provide infrastructure and facilities that contribute to Mount Gambier being able to enhance its economic base and quality of life.*  
(iv) *In partnership with others seek to create a capable and resilient workforce to match our aspirations and the emerging needs.*  
(v) *Develop and implement a dynamic planning process to meet emerging economic, social and environmental outcomes.*

moved:

- (a) Corporate and Community Services Report No. 46/2016 be received;
- (b) Council:
  - 1) Endorses the “*Changing the Tourism Culture*” – *an industry plan to grow Mount Gambier’s Tourism Economy*” tourism plan.
  - 2) Endorses the joint partnership of Council and Tourism Mount Gambier to deliver the tourism plan.
  - 3) Provide a three year budget of \$480k from 1 July 2016 to 30 June 2019.
  - 4) Acknowledge that within the allocated budget engagement of a tourism specialist to deliver the tourism plan and the position to be engaged and supported by Council.
  - 5) Provide in-kind support for tourism specialist’s office accommodation, vehicle usage, office consumables, as identified in the attached budget proposal.
  - 6) Request *Tourism Mount Gambier* to provide quarterly reports to Council on tourism plan performance and financial reporting.
  - 7) Provide representation on the *Tourism Mount Gambier Board*.

seconded

7. **CORPORATE AND COMMUNITY SERVICES REPORT NO. 47/2016 - Rate Rebate Application - South East Christian Broadcasters Inc. - Ref. AF11/823**

Goal: *Governance*

Strategic Objective: *Evaluate the effectiveness of all service delivery initiatives against the returns and/or benefits to the community.*

moved:

- (a) Corporate and Community Services Report No. 47/2016 be received.
- (b) the rate rebate application from South East Christian Broadcasters Inc. be approved on the following basis:
  - (i) the rate rebate be set at 25%;
  - (ii) the rate rebate to apply from the next rating period i.e. from 1<sup>st</sup> July, 2016.

seconded

**8. CORPORATE AND COMMUNITY SERVICES REPORT NO. 48/2016 - Leasing - Renewal of Men's Shed Lease. - Ref. AF14/157**

*Goal: Governance*

*Strategic Objective: Demonstrate innovative and responsive organisational governance*

moved:

- (a) Corporate and Community Services Report No. 48/2016 be received and content noted.

seconded

**9. CORPORATE AND COMMUNITY SERVICES REPORT NO. 49/2016 - Addendum to Council Fees and Charges 2016/2017 - Ref. AF11/2289**

***Please note the Riddoch Fees and Charges table that is incorporated in the above report and was presented with the Corporate and Community Services Agenda has had additional fee items included. These additional items are indicated with an asterisk in the attached report.***

*Goal: Governance*

*Strategic Objective: Evaluate the effectiveness of all service delivery initiatives against the returns and/or benefits to the community.*

moved:

- (a) Corporate and Community Services Report No. 49/2016 be received;
- (b) Council adopt the recommended fees and charges for the Riddoch Art Gallery and Event Support as presented in Corporate and Community Services Report No. 49/2016 with effect from 1 July 2016 to be incorporated into Council's 'Schedule of Fees and Charges – 2016/2017 Financial Year' as adopted in January 2016.

seconded

**10. CORPORATE AND COMMUNITY SERVICES REPORT NO. 50/2016 - Cultural Fund - Ref. AF15/416**

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

*Strategic Objective: Build a creative City that encourages artistic expression and celebrates cultural diversity*

moved:

- (a) Corporate and Community Services Report No. 50/2016 be received;
- (b) Council approve the 2015/2016 Cultural Fund submissions as follows:
  - a. Creative Spaces - Space Walk \$1,000



- b. Creative City – Childrens Artistic Voice \$5,000
- c. Creative City – Festival of Voice \$5,000

seconded

**11. CORPORATE AND COMMUNITY SERVICES REPORT NO. 51/2016 - Mount Gambier and Districts Tennis Strategy Proposal - Ref. AF16/179**

*Goal:* Governance

*Strategic Objective:* Evaluate the effectiveness of all service delivery initiatives against the returns and/or benefits to the community.

moved:

- (a) Corporate and Community Services Report No. 51/2016 be received;
- (b) Tennis SA, Tennis Australia and the Mount Gambier & District Tennis Association be commended on taking a proactive and strategic approach to the future of their own sport and facilities;
- (c) Council participate in the Tennis SA Strategy and contribute \$5,000 (ex gst) funded from the 2016/17 Donations – General Community Assistance Budget Line 6126.0541.

seconded

**12. CORPORATE AND COMMUNITY SERVICES COMMITTEE REPORT NO. 52/2016 - Policy C410 Conduct of Meetings – Informal Gatherings - Ref. AF11/1950**

*Goal:* Governance

*Strategic Objective:* Demonstrate innovative and responsive organisational governance.

moved:

- (a) Corporate and Community Services Report No. 52/2016 be received;
- (b) Council hereby notes the Minister's stated expectations with regard to informal gathering policies;
- (c) Any further review of Council's informal gathering policy provisions as contained in Policy C410 – Conduct of Meetings (s92 Code of Practice / s90(8a)) be deferred until further legislative or regulatory clarity and direction are made available.

seconded

**13. CORPORATE AND COMMUNITY SERVICES COMMITTEE REPORT NO. 53/2016 - Leasing - Apollo Soccer Club - Licence Area - Ref. AF11/1428**

*Goal:* Governance

*Strategic Objective:* Demonstrate innovative and responsive organisational governance

moved:

- (a) Corporate and Community Services report No 53/2016 be received;
- (b) The Apollo Soccer Club's additional licence area at Hastings Cunningham Reserve be continued and included with future renewals of their main clubroom and pitch

lease, including permission to install bollards on the condition that public access is not to be restricted to the area when not in use by the club.

seconded

## **MOTIONS WITH NOTICE**

## **MOTION(S) WITHOUT NOTICE -**

## **CONSIDERATION FOR EXCLUSION OF PUBLIC**

moved that the following items be received, discussed and considered in confidence by excluding the public pursuant to Section 90 (2) of the Local Government Act 1999, and an order be made that the public (with the exception of other Council Members and Council Officers now present) be excluded from the meeting in order for the item to be considered in confidence as the Council is satisfied that the item is a matter that can be considered in confidence pursuant to the grounds referenced in Section 90 (3) of the said Act as follows:

- S.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 confer a commercial advantage on a third party; and
  - (ii) would, on balance, be contrary to the public interest.
- S.90(3)(k) - tenders for the supply of goods, the provision of services or the carrying out of works.

The Council is satisfied that the information to be received, discussed or considered in relation to this item is information that the author has given to Council of a Commercial in Confidence nature.

<b><u>Item No.</u></b>	<b><u>Subject Matter</u></b>	<b><u>S90 (3) Grounds</u></b>
<b>Operational Services Committee</b>		
9.	<b><u>ANNUAL BUSINESS PLAN</u> - Mount Gambier Aquatic Centre 2016/2017 - Ref. AF11/1451</b>	<b>(d)(i)(ii)(k)</b>

seconded

**MEMBERS INFORMAL WORKSHOP  
ECONOMIC BLUEPRINT AND BRAND IDENTITY  
WEDNESDAY 29<sup>TH</sup> JUNE 2016**

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RECORD OF PROCEEDINGS  
Wednesday 29<sup>th</sup> of June, 2016 at 5.30 p.m.  
Civic Centre, Mount Gambier

WORKSHOP PRESENTED BY: Kristina Roberts, Economic Development Manager  
Peter Joy (Brand SA)

**MEMBERS PRESENT:-**

Cr C Greco  
Cr I Von Stanke  
Cr S Mezinec  
Cr H Persello  
Cr J Lynagh

**STAFF PRESENT:-**

Grant Humphries, Acting Chief Executive Officer  
Barbara Cernovskis, Manager Community Services  
and Development  
Kristina Roberts, Economic Development Manager

**MEMBERS APOLOGIES:-**

Mayor Lee  
Cr P Richardson  
Cr M Lovett  
Cr D Mutton  
Cr F Morello

A workshop for Elected Members was held on Wednesday 29<sup>th</sup> June, 2016 on a progress report on Council's Economic Blueprint and to receive a presentation from Peter Joy on Brand Identity.

Workshop concluded at 7.12 p.m.

City of Mount Gambier

Corporate and Community Services Committee - 14/06/2016 Council Meeting 19/07/2016

<b>Committee</b>	<b>Item No.</b>	<b>Action</b>	<b>Responsible</b>	<b>Status</b>
Corporate & Community Services Items	1. <u>FINANCIAL STATEMENT</u> – as at 31 <sup>st</sup> May, 2016	The financial statement as at 30 <sup>th</sup> May, 2016 be received.	DCS/FM	No Action
	2. <u>GOVERNANCE</u> – Committees – Lifelong Learning Sub-Committee – Minutes of Meeting held 20 <sup>th</sup> May, 2016 – Ref. AF15/501	<p>The following recommendations of the Lifelong Learning Sub-Committee be adopted by Council:</p> <ol style="list-style-type: none"> <li>1. <u>KEY FOCUS AREA</u> – Wellbeing and Resilience The progress report on the Regional Wellbeing &amp; Resilience Collaboration provided by the Manager Community Services &amp; Development be received.</li> <li>2. <u>KEY FOCUS AREA</u> – Wellbeing and Resilience The progress report on a Wellbeing Workforce/Positive Organisation project provided by the Manager Community Services &amp; Development report be received.</li> <li>3. <u>KEY FOCUS AREA</u> – Wellbeing and Resilience integration with STEM The report on the integration of the Wellbeing and Resilience Program with the STEM, South East Strategy and Action Plan 2015 – 2018 provided by the Manager Community Services &amp; Development report be received; The implementation of the STEM, South East Strategy and Action Plan 2015 - 2018 remain a Key Focus area for the Lifelong Learning Sub-Committee.</li> </ol>	MCSD	In Progress
	3. <u>GOVERNANCE</u> – Committees – Community Engagement and Social Inclusion Sub-Committee – Amended Minutes of Meeting held 22 <sup>nd</sup> March, 2016 – Ref. AF15/500	<p>The following recommendations of the Community Engagement and Social Inclusion Sub-Committee be adopted by Council:</p> <ol style="list-style-type: none"> <li>1. <u>GUEST SPEAKER</u> – Mr Alan March, Families SA and Mr David Copley, Pangula Mannamurna Inc Mr Alan March, Families SA and Mr David Copley, Pangula Mannamurna Inc be thanked for their presentation.</li> <li>2. <u>RECONCILIATION ACTION PLAN</u> – Reconciliation Action Plan Progress Table The Reconciliation Action Plan progress table be received.</li> <li>3. <u>KEY FOCUS AREAS</u> – Key Focus Area Progress Table The Community Engagement &amp; Social Inclusion Key Focus Area progress table be received and noted for information.</li> </ol>	MCSD	Completed

Committee	Item No.	Action	Responsible	Status
	<p>4. <u>GOVERNANCE</u> – Committees – Community Engagement and Social Inclusion Sub- Committee – Minutes of Meeting held 23<sup>rd</sup> May, 2016 – Ref. AF15/500</p>	<p>The following recommendations of the Community Engagement and Social Inclusion Sub-Committee be adopted by Council:</p> <ol style="list-style-type: none"> <li>1. <u>RECONCILIATION ACTION PLAN</u> – Reconciliation Action Plan Progress Table The Reconciliation Action Plan progress table be received.</li> <li>2. <u>KEY FOCUS AREAS</u> – Key Focus Area Progress Table The Community Engagement &amp; Social Inclusion Key Focus Area progress table be received and noted for information.</li> <li>3. <u>LIMESTONE COAST COMMUNITY SERVICES ROUNDTABLE</u> – Update The report on the Limestone Coast Community Services Roundtable Planning Day be received.</li> </ol>	MCSD	Completed
	<p>5. <u>GOVERNANCE</u> – Committees – Audit Committee – Minutes of Meeting held 31<sup>st</sup> May, 2016 – Ref. AF11/863</p>	<p>The following recommendations of the Audit Committee meeting held on Tuesday, 31<sup>st</sup> May, 2016 be adopted by Council.</p> <ol style="list-style-type: none"> <li>1. <u>REPORTS FOR INFORMATION</u> The report be received.</li> <li>2. <u>AUDIT WORK PROGRAM 2014 - 2018</u> - Ref. AF11/863 The report be received.</li> <li>3. <u>EXTERNAL AUDITOR</u> <ol style="list-style-type: none"> <li>(a) the report be received;</li> <li>(b) the Finance Managers report on improvements to stock control processes at 'The Lady Nelson' including the actions referenced therein be endorsed by the Audit Committee;</li> <li>(c) the outstanding Audit findings continue to be monitored by the Audit Committee.</li> </ol> </li> <li>4. <u>EXTERNAL AUDITOR - Financial Controls Review</u> -             <ol style="list-style-type: none"> <li>(a) the External Auditor's Financial Controls Review Management Letter be received;</li> <li>(b) the External Auditor be advised of Council Management's response;</li> <li>(c) the Audit findings continue to be monitored by the Audit Committee.</li> </ol> </li> <li>5. <u>EXTERNAL AUDIT SERVICES</u> The report be received for information.</li> <li>6. <u>FINANCIAL INTERNAL CONTROLS</u> - Internal Audit Program             <ol style="list-style-type: none"> <li>(a) the report be received;</li> <li>(b) Financial Internal Controls report No 2/2016 be endorsed by Council.</li> </ol> </li> </ol>	DCS	Completed

Committee	Item No.	Action	Responsible	Status
		<p>7. <u>2016/2017 ANNUAL BUSINESS PLAN AND BUDGET PROGRAM</u> - Ref. AF15/461 The report be received.</p>		
	<p>6. <u>GOVERNANCE</u> - Committees - Junior Sports Assistance Fund - Minutes of Meeting held 8<sup>th</sup> June, 2016 - Ref. AF11/725</p>	<p>The following recommendations of the City of Mount Gambier Junior Sports Assistance Fund held on 8<sup>th</sup> June, 2016 be adopted by Council:</p> <ol style="list-style-type: none"> <li>1. <u>FINANCIAL STATEMENT AS AT 3<sup>RD</sup> JUNE, 2016</u> The financial statement as at 3<sup>rd</sup> June, 2016 be received noting a cash balance of \$70,985.</li> <li>2. <u>APPLICATIONS FOR FINANCIAL ASSISTANCE FOR JUNIORS FROM 21<sup>ST</sup></u> The actions in making the above payments from the Fund be confirmed and ratified.</li> <li>3. <u>APPRECIATIONS</u> - letters received/forwarded The report be received.</li> <li>4. <u>GENERAL INFORMATION</u> - Since 1<sup>st</sup> July 2015 The reports be received.</li> <li>5. <u>OTHER APPLICATIONS</u> The report be received.</li> <li>6. <u>MEMBER CONTRIBUTIONS</u> - Unpaid Membership 2015/2016               <ol style="list-style-type: none"> <li>(a) the report be received;</li> <li>(b) if the Blue Lake BMX Club submit an application to rejoin the Fund for the 2016/2017 financial year and pay their respective membership, no other penalties be enforced.</li> <li>(c) acknowledgement be made that the fees for 2015/2016 be waived.</li> </ol> </li> <li>7. <u>ROTARY CLUB OF MOUNT GAMBIER LAKES - DONATIONS TO FINANCIALLY DISADVANTAGED JUNIOR SPORTS PERSONS</u> <ol style="list-style-type: none"> <li>(a) the report be received;</li> <li>(b) the following application(s)/funding be made available to the Member Organisations named below to assist the identified junior(s) to achieve their fullest participation with the specific purpose donation from the Rotary Club of Mount Gambier Lakes - Donations to Financially Disadvantaged Junior Sportsperson's initiative (funded from some of the proceeds from the 2014 SA Power Networks Blue Lake Fun Run) and to be used strictly in accordance with their respective confidential application:                   <ol style="list-style-type: none"> <li>(i) Limestone Coast Football Association - Nominee One</li> </ol> </li> </ol> </li> </ol>	CEO	Completed

Committee	Item No.	Action	Responsible	Status
	7. <u>PROPERTY MANAGEMENT</u> - Railway Lands Activation Team update – Ref AF15/398	(a) the progress report on the Railway Lands Activation Team be received.	MCSD	No Action
	8. <u>CORPORATE AND COMMUNITY SERVICES REPORT NO. 40/2016</u> - Policy Review - R155 - Rate Rebate Policy - Ref. AF11/1952, AF11/823, AF11/824	(a) Corporate and Community Services Report No. 40/2016 be received; (b) Council hereby adopts amended Council Policy R155 - Rate Rebate Policy, as provided with this report. Update Council's Website and Policy Manuals	MGP	Completed
	9. <u>CORPORATE AND COMMUNITY SERVICES REPORT NO. 41/2016</u> - Policy Review - R105 - Rating Policy - Ref. AF11/1952	(a) Corporate and Community Services Report No. 41/2016 be received; (b) Council hereby adopts amended Council Policy R105 - Rating Policy, as provided with this report. Update Council's Website and Policy Manuals	MGP	Completed
	10. <u>CORPORATE AND COMMUNITY SERVICES REPORT NO. 42/2016</u> - Nominations - Community Engagement and Social Inclusion Sub-Committee - Ref. AF15/500	(a) Corporate and Community Services Report No. 42/2016 be received; (b) the report be referred to the next Community Engagement and Social Inclusion Sub-Committee meeting for consideration of the nominations received.	MCSD	Completed
	11. <u>CORPORATE AND COMMUNITY SERVICES REPORT NO. 43/2016</u> - LCLGA - Audit Committee Exemption - Ref. AF11/936	(a) Corporate and Community Services Report No. 43/2016 be received; (b) The Limestone Coast Local Government Association (LCLGA) be supported in seeking an exemption from the requirement to have an Audit Committee based on the following; i. the LCLGA Board has in place relevant internal control policies and procedures and these are periodically reviewed and updated; ii. the LCLGA Board's external auditor has provided an audit opinion that its internal controls are sufficient to provide a reasonable assurance that its financial transactions are being conducted properly and lawfully; iii. all reports by the auditor are (and will be in the future) circulated to each constituent council (i.e. by way of the Annual Report and at a Board Meeting); iv. no evidence has come to light which strongly suggests that the LCLGA Board is not complying with its obligations under the Local Government Act 1999 and associated Regulations in all material respects; v. The value of assets owned by the LCLGA Board does not appear unduly high for one not subject to audit committee requirements; vi. the level of annual operating expenses of the LCLGA Board does not appear unduly high for one not subject to audit committee requirements; and vii. The predominant source of income of the LCLGA Board does not involve rates or charges levied directly on Council ratepayers	MGP	Completed

Committee	Item No.	Action	Responsible	Status
	<p>12. <u>CORPORATE AND COMMUNITY SERVICES REPORT NO. 44/2016</u> - Elector Representation Review – Options Paper - Ref. AF15/624</p>	<p>(a) Corporate and Community Services Report No. 44/2016 be received.</p> <p>(b) The Elector Representation Review – Options Paper and questionnaire attached to Corporate and Community Services Report No. 44/2016 be received and endorsed for public consultation purposes.</p> <p>(c) Public Consultation on the Elector Representation Review - Options Paper be conducted in accordance with the requirements of the Local Government Act and any resultant questionnaires/submissions be the subject of a further report to Council for consideration.</p>	MGP	In Progress
	<p>13. <u>CORPORATE AND COMMUNITY SERVICES REPORT NO. 45/2016</u> - Provincial Cities Association – Audited Statement Of Financial Position - Ref. AF11/935</p>	<p>(a) Corporate and Community Services Report No. 45/2016 and the final Audited Statement of Financial Position of the Provincial Cities Association of South Australia as at 30<sup>th</sup> April 2016 be received;</p> <p>(b) Acceptance of the final Audited Statement of Financial Position of the Provincial Cities Association as at 30<sup>th</sup> April 2016 be acknowledged to the Auditor Mr John Ewen of John Ewen &amp; Associates;</p> <p>(c) In accordance with the provisions of the Local Government Act and Regulations, the relevant components of the final Audited Statement of Financial Position of the Provincial Cities Association as at 30<sup>th</sup> April 2016 be endorsed for publication in Council's 2015/16 Annual Report;</p> <p>(d) The former Executive Officer of the Provincial Cities Association, Mr Ian McSporrán, his support staff, and the other constituent Council's comprising the Provincial Cities Association be thanked for their efforts over its period of operation.</p>	MGP	Completed



City of Mount Gambier

Council Meeting 19<sup>th</sup> July 2016 - Operational Services Action Items

Committee	Item	Action	Responsible	Status
Operational Services (June 2016)	3. <u>ANIMAL MANAGEMENT</u> - South East Animal Welfare League - Request for Contribution to Capital Upgrade - Ref. AF11/126	<ul style="list-style-type: none"> <li>The report be received.</li> <li>Council commend the South East Animal Welfare League (SEAWL) on their vision for the upgrade to the Riddoch Highway facility.</li> <li>Council refer an amount of \$175,000 to the 2017/2018 budget for consideration as its first contribution to the upgrade program noting that such funding will need to come from rates raised.</li> <li>Council advise the SEAWL of this resolution and also advise the League that any funds provided will only be available if:                             <ul style="list-style-type: none"> <li>approved by Council in the 2017/2018 and 2018/2019 budgets, noting that the requests will be treated independently;</li> <li>the works have substantially commenced;</li> <li>the SEAWL have entered into an agreement with Council to provide impound services (in line with the current agreement) for a minimum 10 year period.</li> </ul> </li> </ul>	DOS	Completed
	4. <u>INFRASTRUCTURE</u> - Maintenance - Request for Removal of Street Tree - 11 Sherbrook Close - Ref. AF15/546	<ul style="list-style-type: none"> <li>The report be received.</li> <li>Council authorise the removal of the two Plane trees adjacent to 11 Sherbrook Close.</li> </ul>	ETO	Completed
	5. <u>INFRASTRUCTURE</u> - Maintenance - Request for Removal of Street Tree - Helloworld - James Street Car Park - Ref. AF15/546	<ul style="list-style-type: none"> <li>The report be received.</li> <li>Council authorise the removal of the southernmost Melaleuca tree given it has started to split.</li> <li>Council authorise the removal and replacement of the remaining three trees as part of the 2016/2017 City Centre Redevelopment Project which includes the upgrade of the James Street carpark.</li> <li>Council undertake the required routine pruning to the remaining trees and remove all existing deadwood and twiggy dieback to help ensure the trees are maintained in a safe manner until the carpark upgrade commences.</li> </ul>	ETO	In Progress
	6. <u>INFRASTRUCTURE</u> - Street Tree Planting Program 2017 - Ref. AF16/212	<ul style="list-style-type: none"> <li>The report be received.</li> <li>Council approves the proposed schedule of trees that have been selected for removal to allow for uniformity in the 2017 Street Tree Program as outlined in Policy T120.</li> <li>Council notifies all residents and utilities affected by the plantings, and invite comment on same (in accordance with Councils Public Consultation Policy).</li> <li>Council adopts the program for the 2017 Street Tree Program so that the proposed species of trees selected may be pre-ordered.</li> </ul>	ETO	In Progress

	<p>7. <u>TRAFFIC MANAGEMENT</u> - Regulating - Parking On-Street - Grant High School - Request for Extension of Bus Zone - Newsham Avenue (Northern Side) - Ref. AF11/1880</p>	<ul style="list-style-type: none"> <li>• The report be received.</li> <li>• further correspondence received from Pauline Judd, Business Manager of Grant High School dated 8<sup>th</sup> June 2016 be received.</li> <li>• Council take no further action at this point in time with respect to removal of on-street parking on Newsham Avenue or consideration for Newsham Avenue to become one way.</li> <li>• Council Officers prepare a design and estimate for a car park extension to the Hosking Avenue carpark with the view to referring this matter to Council for consideration for inclusion in the 2017/2018 budget.</li> <li>• the Traffic Impact Statement to extend the bus zone on Newsham Avenue (as attached to the Operational Services Committee agenda) be endorsed by Council.</li> <li>• Council rescind the previous bus zone resolution on Newsham Avenue.</li> <li>• the City of Mount Gambier, pursuant to Ministerial delegation resolves the following:  Prohibited Area <span style="float: right;">BUS ZONE</span>  2.1.085  NEWSHAM AVENUE (northern side) - from 10.0 metres east of the intersection with Hosking Avenue to 62.0 metres east of the said intersection, to apply at all times, to be effective on the installation of appropriate signage.</li> </ul>	EM	In Progress
	<p>10. <u>COMMITTEES</u> - Environmental Sustainability Sub-Committee - Minutes of Meeting held 7<sup>th</sup> June 2016 - Ref. AF12/377</p>	<ul style="list-style-type: none"> <li>• Minutes of the Environmental Sustainability Sub-Committee held on Tuesday, 7<sup>th</sup> June 2016 be received.</li> <li>• the following recommendations (number 1 to 5) of the Environmental Sustainability Sub-Committee be adopted by Council: <ol style="list-style-type: none"> <li>1. <u>LOCAL GOVERNMENT ACT 1999 LEGISLATION AND REGULATIONS</u>  - The report be received and noted for information.</li> <li>2. <u>ENVIRONMENTAL SUSTAINABILITY FILM CLUB</u>  - The report be received and contents noted.</li> <li>3. <u>SOLAR PHOTOVOLTAIC SYSTEM UPDATE</u>  - The report be received.</li> <li>4. <u>ORGANICS ATTITUDES AND PRACTICES SURVEY</u>  - The report be received.</li> <li>5. <u>REPORTS FOR INFORMATION</u>  - The current table outlining projects for 2016 (as attached to the Environmental Sustainability Sub-Committee agenda) be received and noted for information.</li> </ol> </li> </ul>	ESO's	Completed

## FINANCIAL STATEMENT - Monthly Bank Reconciliation

as at 31/05/2016		<u>GENERAL ACCOUNT (Westpac)</u>	as at 30/06/2016	
\$			\$	
-	18,066.85	DR		
1,259,664.47			168,919.35	DR
1,251,723.34		<u>PLUS</u> Receipts -		
-		Rates & Arrears	2,133,268.51	
1,350,000.00		General	1,024,272.41	
-		<u>Receipt of Cash Advance Funds</u>		
-		Transfer from CAD Loan 104	300,000.00	
-		Transfer from CAD Loan 105	-	
-		Transfer from Investment Funds	-	
-		Transfer from Reserve Funds	-	
<u>\$ 3,861,387.81</u>			<u>\$ 3,457,540.92</u>	
3,843,320.96			3,626,460.27	CR
		<u>LESS</u> Direct Debits to Bank Account -		
1,009,067.91		Payroll - 2 Pays processed in June (10/6 & 24/6)	684,625.83	
-		Sundry	-	
-		Transfer to Investment Funds	-	
<u>1,200,000.00</u>		Transfer to CAD Loan 104	<u>1,150,000.00</u>	
2,209,067.91			<u>1,834,625.83</u>	
1,634,253.05			1,791,834.44	CR
1,465,333.70		<u>LESS</u> Expenditure Statement - \$	1,822,123.67	
<u>\$ 168,919.35</u>		<u>CASH BALANCE</u>	<u>-\$ 30,289.23</u>	DR
CR				
<u>BANK RECONCILIATION</u>				
186,952.16		Balance as per Bank Statement	-	1,300.94 DR
34,184.80		<u>PLUS</u> Deposits not yet credited	13,380.50	
-	22,748.99	<u>PLUS</u> Deposits not yet reconciled	-	25,270.38
-		<u>LESS</u> Deposits not yet updated	-	
-		<u>PLUS</u> Payments not yet reconciled	-	
<u>198,387.97</u>			<u>-</u>	13,190.82 DR
CR				
18,053.43		<u>LESS</u> Unpresented Cheques & EFT's	6,336.87	
11,415.19		Unpresented Direct Debits	10,761.54	
<u>\$ 168,919.35</u>		<u>CASH BALANCE</u>	<u>-\$ 30,289.23</u>	DR
CR				

Current Interest Rate on Bank Account Balance is 0.10%

**FINANCIAL STATEMENT - Monthly Bank Reconciliation continued.....**

as at 31/05/2016 \$		as at 30/06/2016 \$
<u>1,740,000.00</u>	DR <u>LGFA CAD LOAN 104</u>	
	OPENING BALANCE	1,529,024.52 DR
1,560,975.48	PLUS Deposits	1,150,000.00
1,350,000.00	LESS Withdrawals (Transfer to General Account)	300,000.00
-	Sundry	-
<u>\$ 1,529,024.52</u>	DR <u>CASH BALANCE</u>	<u>\$ 679,024.52</u> DR

as at 31/05/2016 \$		as at 30/06/2016 \$
<u>-</u>	DR <u>LGFA CAD LOAN 105</u>	
	OPENING BALANCE	- DR
-	PLUS Deposits	-
-	LESS Withdrawals (Transfer to General Account)	-
-	Sundry	-
<u>\$ -</u>	DR <u>CASH BALANCE</u>	<u>\$ -</u> DR

Current Interest Rate on CAD Loan Balances is 4.00%

LOAN FUNDS OWING (Local Government Finance Authority)

Opening Bal	Loan Purpose	Interest Rate	Maturity Date	Closing Bal
99,791.13	101 RSL Bowls - Artificial Rink	5.05%	16/03/2019	99,791.13
3,169,438.64	102 Library	5.97%	15/06/2024	3,091,416.23
1,740,000.00	104 CAD - Variable Int Only	4.00%	17/06/2028	679,024.52
-	105 CAD - Variable Int Only	4.00%	17/08/2030	-
<u>\$ 5,009,229.77</u>				<u>\$ 3,870,231.88</u> DR

**FINANCIAL STATEMENT - Monthly Bank Reconciliation continued.....**

as at 31/05/2016 \$		as at 30/06/2016 \$
	<u>INVESTMENT FUNDS (Local Government Finance Authority)</u>	
2,088.48 CR	Opening Balance	- CR
358,887.00	<u>PLUS</u> Deposits	-
-	<u>PLUS</u> Interest	
-	<u>LESS</u> Withdrawals (Transfer to Westpac)	-
- 360,975.48	Withdrawals (Transfer to CAD Loan 104)	-
<u>\$ -</u> CR	CLOSING BALANCE	<u>\$ -</u> CR

DOWNSTREAM DRAINAGE FUNDS (Local Government Finance Authority)

176,217.36 CR	OPENING BALANCE	176,217.36 CR
-	<u>PLUS</u> Deposits	-
-	<u>LESS</u> Withdrawals	-
<u>\$ 176,217.36</u> CR	CLOSING BALANCE	<u>\$ 176,217.36</u> CR

INVESTMENT OF FUNDS

Investment Funds - all invested - 'At Call' at	1.75%
Reserve Funds - all invested - '90 Days' at	2.15%

Prepared by:



.....  
Finance Manager

Reviewed by:



.....  
Acting Chief Executive Officer



Government  
of South Australia

Office of the  
Hon. Jack Snelling M.P.

Our ref: MH16-2263

Your ref: Email

Dated: 27 May, 2016

9 June, 2016

Dear Mr McShane

Thank you for writing to the Minister for Health about the Federal Government's decision to cut funding to South Australian Mental Health Programs.

As your letter refers to the reduction of Mental Health services affected by these cuts, your letter has been referred to the Hon. Leesa Vlahos M.P., Minister for Mental Health and Substance Abuse, for her consideration.

Please phone the Office of the Minister for Minister for Mental Health and Substance Abuse on 8303 2906 if you have any questions about your correspondence.

Yours sincerely

A handwritten signature in black ink, appearing to be "D. J. B.", written over a faint, illegible typed name.

Business Support Manager  
Office of the Minister for Health

c.c. Minister for Minister for Mental Health and Substance Abuse



**Australian Government**  
**Department of Health**

Ref No. MC16-022084

Mr Mark McShane  
Chief Executive Officer  
City of Mount Gambier  
PO Box 56  
MOUNT GAMBIER SA 5290

Dear Mr McShane

Thank you for your letter of 27 May 2016 to the Minister for Health, Minister for Aged Care and Minister for Sport, the Hon Sussan Ley MP, regarding funding of community respite beds for mental health rehabilitation in Mount Gambier. Due to the announcement of the federal election and the Australian Government entering caretaker mode, I am responding on behalf of the Minister.

As part of the National Partnership Agreement on Improving Public Hospital Services (NPA IHPS), South Australia received \$46 million in Commonwealth funding to deliver and operate new subacute beds in hospital and community settings, including those referred to in your correspondence. Funding provided under the NPA IPHS was provided on the understanding that state and territory governments would have ongoing responsibility for any new services. Commonwealth contributions for ongoing public hospital services are provided under the National Health Reform Agreement (the Agreement). Funding under the NPA IPHS was not intended to form part of ongoing funding for public hospitals.

Commonwealth public hospital funding for South Australia under the Agreement continues to grow over the next four years, from \$1.2 billion in 2015-16 to \$1.4 billion in 2019-10. This represents an increase of \$225.3 million or 18.4 per cent over this period. This funding includes a share of an estimated additional \$2.9 billion from 1 July 2017 to 30 June 2020 for public hospital services signed at the Council of Australian Governments' meeting of 1 April 2016, as part of a Heads of Agreement for public hospital funding, ahead of consideration of longer-term arrangements.

While the Commonwealth provides a contribution to assist states with the costs of providing public hospital services under the Agreement, states are recognised as the system managers of their hospital systems. The South Australian Government is also responsible for the provision of its community health services. I note that you have cc'd your correspondence to the Member for Barker, the Hon Tony Pasin MP, and the Minister for Mental Health and Substance Abuse, the Hon Leesa Vlahos MP, to seek information about what can be done at a state level to support these services.

Commonwealth mental health funding and service provision is changing under the Australian Government's Response to the Review of Mental Health Programmes and Services. A central platform for this change is the Primary Health Networks (PHN). Further information about PHN activities can be found on their website at:

<http://www.health.gov.au/internet/main/publishing.nsf/Content/PHN-Home>.

Mount Gambier falls within the Country South Australia PHN. Further information on the activities undertaken for Mount Gambier can be obtained by contacting the PHN on (08) 8565 8900, or by email at [admin@country.saphn.com.au](mailto:admin@country.saphn.com.au).

I trust this information is of assistance.

Yours sincerely



Mark Cormack  
Deputy Secretary  
23 June 2016



## CORPORATE AND COMMUNITY SERVICES COMMITTEE REPORT NO. 46/2016

**SUBJECT: ECONOMIC DEVELOPMENT - TOURISM PLAN IMPLEMENTATION**

**REF: AF15/400, AF16/188**

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*Goal: Securing Economic Prosperity*

*Strategic Objective:*

- (i) Foster the expansion of commerce and industry in a sustainable manner, considering industry, employment and climate change impacts, and enhance our positioning as the major centre for the region.*
- (ii) Support the development of our local economy, our unique local experiences and our capacity to grow visitation to our city.*
- (iii) Provide infrastructure and facilities that contribute to Mount Gambier being able to enhance its economic base and quality of life.*
- (iv) In partnership with others seek to create a capable and resilient workforce to match our aspirations and the emerging needs.*
- (v) Develop and implement a dynamic planning process to meet emerging economic, social and environmental outcomes.*

### BACKGROUND

Mount Gambier is South Australia's largest regional city and is the 'capital' of the Limestone Coast with over 1000 accommodation beds, range of diverse tourism experiences and globally recognised for its iconic assets such as the Blue Lake and the caves of the karst geological formations. The visitor economy injects \$103.8 million direct revenue to the City's Gross Regional Product (GRP).

Over recent years, the City has experienced the cessation of the Limestone Coast Tourism group and the lapse of other Mount Gambier based tourism organisations and groups.

The City of Mount Gambier has been unable to:

- provide a network forum for tourism businesses and services,
- act as an advocate on behalf of industry,
- develop and enhance tourism products and services,
- represent industry views on appropriate issues and policy,
- identify and secure new tourism opportunities (including investment)
- engage with all levels of government.

This lack of leadership inhibits further development of an already valuable Mount Gambier tourism sector in a cohesive, focused and strategic manner.

Data from the Australian Bureau of Statistics shows the national average for accommodation occupancy in regional Australia is around 55%. Whereas the average for the Limestone Coast is about 43%. This indicates that Mount Gambier and the broader region has the capacity to grow visitation and grow the tourism economy.

In response, the tourism industry prepared a comprehensive strategic industry plan "Changing the Tourism Culture" (attached) and formed an industry group (*Tourism Mount Gambier*), to contribute to building a strong and resilient tourism economy for the City. The plan was presented to industry representatives in May 2015 and endorsed in February 2016.

Under the auspices of the Chamber of Commerce, a "*Tourism Mount Gambier Board*" has been formed as a sub-committee of the Chamber. The Board have developed a comprehensive governance framework to support their operations.

Corporate and Community Services Report No. 46/2016 cont'd...

*Tourism Mount Gambier* (TMG) have presented to the Council on two occasions (9 May & 15 June 2016) outlining the plan's vision, strategic priorities and actions and sought to work in partnership with Council in delivering the plan.

Based on projected increased visitation, Mount Gambier tourism direct revenue will increase by 9.1% pa which will result in 55% growth over the next five years and provide over 350 new jobs.

TMG are seeking \$480k funding (over a three year period) from Council (budget attached), and it is anticipated that such an investment will give a return over this period of \$61m, as shown below:

Year 1 - \$10m  
Year 2 - \$20m  
Year 3 - \$31m

Tourism Mount Gambier will be seeking to be "self-funding" within the next five years and are actively seeking new membership, external grant funding and funding from the District Council of Grant.

It is recommended that a tourism specialist be engaged, as matter of priority, to lead and deliver the key priorities of the plan over the next three years. This position will be engaged and supported by the Council and will work with Tourism Mount Gambier in the delivery of the industry strategic plan.

It is recommended that Council provide "in kind" support for tourism specialist's office accommodation, vehicle usage, and office consumables, as identified in the attached budget proposal.

Regular quarterly updates will be provided to Council on the progress of the tourism plan performance including any revised timeframes and financial reporting.

RECOMMENDATION:

- (a) Corporate and Community Services Report No. 46/2016 be received;
- (b) Council :
  - 1) Endorses the "*Changing the Tourism Culture*" – an industry plan to grow Mount Gambier's Tourism Economy" tourism plan.
  - 2) Endorses the joint partnership of Council and Tourism Mount Gambier to deliver the tourism plan.
  - 3) Provide a three year budget of \$480k from 1 July 2016 to 30 June 2019.
  - 4) Acknowledge that within the allocated budget engagement of a tourism specialist to deliver the tourism plan and the position to be engaged and supported by Council.
  - 5) Provide in-kind support for tourism specialist's office accommodation, vehicle usage, office consumables, as identified in the attached budget proposal.
  - 6) Request *Tourism Mount Gambier* to provide quarterly reports to Council on tourism plan performance and financial reporting.

Corporate and Community Services Report No. 46/2016 cont'd...

- 7) Provide representation on the *Tourism Mount Gambier Board*.



**Kristina ROBERTS**  
ECONOMIC DEVELOPMENT MANAGER

Sighted:



**Grant Humphries**  
ACTING CHIEF EXECUTIVE OFFICER

21<sup>st</sup> June, 2016  
KR/MJT

*Attachments:*

1. *Tourism Industry Strategic Plan – “Changing the Tourism Culture”*
2. *Tourism Mount Gambier Council Workshop Presentation – 15 June 2016*
3. *Tourism Mount Gambier Budget proposal – 15 June 2016*

# Changing The Tourism Culture

An Industry Plan To Grow Mount Gambier's Tourism Economy



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# Introduction

Tourism Mount Gambier is an industry driven group of committed tourism operators who share a vision for growing the tourism economy. It is established under the umbrella of the Mount Gambier Chamber of Commerce.

The objective of Tourism Mount Gambier is to develop and implement a Tourism Strategic Plan that will result in growth of the tourism economy in the Mount Gambier area. This plan will support the South Australian Tourism Commission's goal of growing the State's tourism economy from \$5.4 billion in 2016 to \$8 billion in 2020. By playing its part the tourism industry in Mount Gambier led by Tourism Mount Gambier, we will generate significant economic benefit.

This plan has been developed over a twelvemonth period utilising extensive consultation with industry, local government, tourism operators and the Mount Gambier Chamber of Commerce.

At an industry forum in May 2015 a draft plan was presented and feedback sought from industry participants. Forty-eight tourism operators attended (received 20 apologies -see *Addendum 2*) voted unanimously in support of the draft and the four key aims identified within the plan (see *Addendum 1* and the Executive Summary below for full details). The meeting also endorsed the ongoing work of the Mount Gambier & District Tourism Development Working Party (now Tourism Mount Gambier).

Tourism is a vital part of the Mount Gambier economy and visitor numbers are continuing to grow despite a lack of a formal tourism industry body for the sector.

Mount Gambier offers a unique visitor experience and a myriad of activities within a 100km radius, however the City of Mount Gambier and the broader Limestone Coast competes with every tourism region to attract visitors. Thus industry stakeholders need to work together to achieve maximum outcomes for the sector from limited resources.

Tourism Mount Gambier view tourism as 'everyone's business and are seeking to maximise the return from tourism for the benefit of the entire community.



# Executive Summary

Mount Gambier is South Australia's largest regional city and is the 'capital' of the Limestone Coast with over 1,000 accommodation beds, diverse tourism experiences, and globally recognised iconic natural assets such as the Blue Lake and the caves of the karst geological formation. The visitor economy injects \$103.8 million direct revenue to the city's Gross Regional Product (GRP).

Since the demise of Limestone Coast Tourism and the lapse of other Mount Gambier based tourism bodies some years ago, the tourism sector has not had an industry body provide a forum for networking among tourism businesses, engagement with government, and to represent views of the sector. This lack of leadership inhibits further development of an already valuable Mount Gambier tourism sector in a cohesive, focussed and strategic manner.

Data from the Australian Bureau of Statistics shows the national average for accommodation occupancy in regional Australia of around 55%, whereas the average for the Limestone Coast is around 43%. This shows that Mount Gambier and the broader region has the capacity for growth in visitation and the tourism economy.

## **Tourism Mount Gambier has identified the following key objectives:-**

1. Provide a peak representative body for the tourism industry to ensure that members' best interests are represented to local, state and national bodies.
2. Develop and implement a strategic plan that drives growth in Mount Gambier's tourism economy.
3. To market Mount Gambier as a tourism destination through strategic partnership with key stakeholders and regional bodies.
4. Develop new tourism products.

This paper sets out the key strategies, tactics and actions required for growth of Mount Gambier's tourism economy. A membership based group will be formed and Tourism Mount Gambier will oversee the implementation of the Plan (Budget \$196K). Funding will be secured through subscriptions and local government contribution.

This plan identifies outlines an anticipated \$249,000 spend on developing hard and soft infrastructure, marketing, training projects and collaboration and includes the engagement of a Tourism Development Officer to assist the board to implement the Plan and importantly, to attract membership and subscriptions from local businesses.

Tourism Mount Gambier will partner with stakeholders including tourism operators, local government, Mount Gambier Chamber of Commerce and South Australian Tourism Commission. The Board has been established as a sub-committee of the Mount Gambier Chamber of Commerce,

+A metropolitan area's gross regional product, i.e. GMP or GRP, is one of several measures of the size of its economy. Similar to GDP, GRP is defined as the market value of all final goods and services produced within a metropolitan area in a given period of time.

\*Derived from the estimate that 40% of the Limestone Coast's total Tourism Economy is generated in Mount Gambier (Source: SATC Regional Tourism Satellite Account 2013-14)

# Regional Context

## Value of Tourism

In 2013-2014 the tourism economy generated an estimated \$259 million in the Limestone Coast or 6.7% of GRP and employed 1,800 people.

Sub-regional data is not available, but based on an estimate of a 40% share of Limestone Coast Tourism **Mount Gambier Tourism delivers \$103.8 Million of GRP for the Limestone Coast and employs 720 people.**

Overnight visits to the Limestone Coast region has increased by **19.7% in the 12 months to June 2015**, from 497,000 visits to 595,000 visits over that period. Source: SATC Tourism research.

**The Limestone Coast region is outperforming South Australian tourism** as total overnight visitation to South Australia over the same period has increased by 5.8%.

**Total international visits to the Limestone Coast have increased by 9.5%** in the 12 months to June 2015 and 21% in the 24 months to June 2015. This compares favourably to international visitation to SA which has demonstrated ZERO growth in the 12 months to June 2015.

## Tourism Activity Summary (Limestone Coast)

Visitor segment	Nights ('000)	Nights (%)	Consumption (\$million)	Consumption (%)	\$per night
Day-trippers	561	26	70	19	125
Domestic overnight	1283	60	275	73	214
International	281	13	34	9	120

Source : Tourism Research Australia Visitor Surveys and Deloitte Access Economics Regional TSA model

## Visits to the Limestone Coast

	Year Ending June 2014	Year Ending June 2015	Change
OVERNIGHT VISITS ('000)			
International	42	46	+9.5%
Total Domestic	455	549	+20.6%
Intrastate	300	284	-5.3%
Interstate	155	265	+71%
Total Visits	<b>497</b>	<b>595</b>	<b>+19.7%</b>
NIGHTS ('000)			
International	277	236	-14.8%
Total Domestic	1283	1615	+25.9%
Intrastate	899	815	-9.3%
Interstate	385	805	+109%
Total Nights	<b>1560</b>	<b>1851</b>	<b>+16.3%</b>

Source SATC: Visits to South Australian Regions



# Mount Gambier Tourism SWOT Analysis (Summary)

## STRENGTHS

1. **Location** – midway between Melbourne & Adelaide, centre of Melbourne to Adelaide Touring Route
2. **Size** – Largest regional centre between Warrnambool & Adelaide
3. **Capital & hub of the Limestone Coast**
4. **Significant Natural assets** – geological, climate, water resource, Blue Lake, clean and green food bowl, indigenous heritage
5. **Diverse and stable economy**

## WEAKNESSES

1. **Poor air access** – expensive and inflexible. Airport needs improved infrastructure immediately
2. **Ageing accommodation stocks**
3. **Lack of commissionable tourism product**
4. **No representative tourism industry body**
5. **No plan for developing tourism**
6. **Average stay is too short**
7. **No identifiable tourism BRAND**

## OPPORTUNITIES

1. **Growth of Chinese visitation**
2. **\$6m SATC funded regional tourism advertising**
3. **Declining Australian Dollar**
4. **Development of Melbourne to Adelaide Touring Route**
5. **Growth of self-drive market**
6. **Progressive local councils – engage with industry**
7. **James Morrison Academy**

## Threats

1. **Lack of promotion of Mount Gambier & Limestone Coast region by SATC**
2. **Mining development**
3. **Low occupancy rates in Limestone Coast region**
4. **High penalty rates means Mount Gambier is closed for business on public holidays**
5. **Skills shortages**



# Mount Gambier Tourism Vision

***“That Mount Gambier be recognised  
as a world renowned tourism destination.”***

## **MISSION**

**Tourism Mount Gambier will work with stakeholders to provide leadership to grow the tourism economy.**

## **OBJECTIVES**

- 1. Increase visitation to Mount Gambier so that tourism direct revenue increases by 9.1% pa over 5 yrs.**

*The current economic benefit of Tourism in Mount Gambier is \$103.8 million.*

*The objective is to generate 9.1% per annum growth or 55% growth over 5 years, which equates to an additional \$57.1 million per annum in additional economic activity by year.*

*This is in line with the State Government’s targets for growing South Australia’s tourism economy.*

- 2. Provide a peak industry representative body for the tourism industry.**

*Represent members’ best interests to local, state and national bodies.*

*Develop strong working partnerships with key stakeholders in tourism.*

*Increase tourism operators service standards and skills, better disseminate information.*

- 3. Promote Mount Gambier as a tourism destination.**

*Manage branding strategy and marketing communication for Mount Gambier tourism.*

- 4. Increase tourism direct revenue to Mount Gambier by promoting new tourism product and services and the expansion of existing tourism product and services.**

*Address the shortage of commissionable product provided by existing operators and support new product development.*



# Objective 1

Increase visitors to Mount Gambier to a level that increases tourism based revenue by 8% per annum over 5 yrs.

## Context Statement

The second largest city in South Australia, Mount Gambier is midway between the state capitals of South Australia and Victoria, on the western end of the Great Ocean Road, imbued with wonderful natural and cultural assets, Mount Gambier has the unique opportunity of leveraging greater numbers of domestic and international travellers through a focussed strategy of capacity building and marketing.

As part of the broader economic growth agenda there is an urgent need to develop the reputation and image of Mount Gambier as a regional hub from where tourists base themselves to explore the region to achieve direct revenue returns to businesses and the community as a whole.

## STRATEGIES

### 1.1 Facilitate development of the ‘Self Drive Market’ for Mount Gambier with emphasis on the Melbourne to Adelaide Touring Route.

	Actions Required	Participants	Budget costs
1.1.1	Utilise the Great Ocean Road as a preferred travel destination by increased cooperation with Victorian operators	SATC/VTC/Great Ocean Road & Mount Gambier Industry	Nil
1.1.2	Develop database of Inbound Tour Operators and create 6 monthly electronic newsletter	TMG/SATC/LG/Industry	\$100
1.1.3	Develop an itinerary planner for Melbourne to Adelaide Touring Route and Mount Gambier Visitors	TMG/SATC/LG/Industry	\$2000
1.1.4	Further develop wayfinding & tourism signage in the Mount Gambier area	TMG/LG/SATC/DPTI	\$50,000
<b>TOTAL</b>			<b>\$52,100</b>

### 1.2 Upgraded airport facilities and more affordable air access into Mount Gambier.

	Actions Required	Participants	Budget costs
1.2.1	TMG support funding applications for facility upgrades from Federal and State Governments.	TMG/LG/MGAMC	Nil
1.2.2	Conduct an ongoing media campaign promoting the importance of airport facilities and air services to growing the tourism economy and GRP.	Industry	Nil
<b>TOTAL</b>			<b>\$0</b>

### 1.3 Develop International markets – Familiarisations and Trade events

*The International Visitor market has potential to grow strongly given increased direct air access into Adelaide, the burgeoning Chinese middle class and favourable exchange rates.*

	Actions Required	Participants	Budget costs
1.3.1	Attend One Trade Event per annum frequented by Inbound Tour Operators (ITOs)	TMG/SATC	\$8,000
1.3.2	Develop a web based 'Itinerary Planner'	See 3.1.2	See 3.1.2
1.3.3	Develop collateral in Mandarin (including web based 'Itinerary Planner').	TMG/SATC/LG/ Industry	\$2,000
1.3.4	Customer Service training including training on cultural awareness for hospitality, tourism and retail operators.	TMG/CoC	\$3,000
1.3.5	Develop product packages for placement with wholesalers/inbound tour agents	TMG/SATC/ Industry	\$1,000
1.3.6	Collect data from Chinese visitors to Mount Gambier to better understand their origin, behaviour and motivation	TMG/SATC/LG/ Industry	\$1,000
<b>TOTAL</b>			<b>\$15,000</b>

### 1.4 Event Tourism

*Mount Gambier is ideally located to host major events offering high quality infrastructure and accommodation to support them.*

	Actions Required	Participants	Budget costs
1.4.1	Develop relationships with major sporting leagues for hosting of events in Mount Gambier	TMG/SATC/ LG	Nil
1.4.2	Regular e-Newsletter to industry	TMG/LG	\$500
1.4.3	Consultation with local government re staging of additional major event by 2018	TMG/LG	Nil
1.4.4	Support existing events such as Generations in Jazz including coordination of accommodation where necessary	TMG/Industry	Executive Officer
<b>TOTAL</b>			<b>\$500</b>



## Objective 2

**Provide a peak representative body for the tourism industry to ensure that members' best interests are represented to local, state and national bodies.**

### Context Statement

The tourism industry delivers approximately 6.7% of Mount Gambier's Gross Regional Product (GRP) and is an important pillar of economic growth in the region. Advocacy of member's interests is an important function of Tourism Mount Gambier and will assist governments (local, state and federal) including the South Australian Tourism Commission in developing plans to enhance tourism in the region and for the benefit of the State as a whole.

### STRATEGIES

	Actions Required	Participants	Budget costs
2.1.1	Fund employment of Executive Officer to coordinate Tourism Mount Gambier and implement the Plan, office, equipment, vehicle allowance (2 years).	TMG/LG/SATC	\$200,000
2.1.2	Hold regular meetings with industry operators and stakeholders	TMG	Nil
2.1.3	Establish a formal peak tourism body 'Tourism Mount Gambier'	TMG/Industry	\$500
2.1.4	Conduct annual regional tourism awards to promote excellence	TMG/SATIC/CoC	\$2,000
2.1.5	Advocacy on behalf of Mount Gambier's tourism industry	TMG	Nil
2.1.6	Meet regularly with Local Government regarding industry initiatives	TMG/LG	Nil
2.1.7	Build relationships and partnerships with tourism regions along Melbourne to Adelaide Touring Route including the development of an itinerary builder.	TMG	Nil
2.1.8	Lobby Local Government to Establish Tourism Industry Advisory Body	TMG	Nil
<b>TOTAL</b>			<b>\$202,500</b>



# Objective 3

## *Promote Mount Gambier as a tourism destination.*

Develop and implement a communication and branding strategy for Mount Gambier tourism.

Promote new tourism product and services.

### 3.1 Accessing and securing funding from local, state & federal programs.

	Actions Required	Participants	Budget costs
3.1.2	Develop a recognisable, compelling and cohesive tourism brand for the Mount Gambier area	TMG/Industry	\$5,000
3.1.3	Develop a marketing plan to secure funding (SATC, local, state and federal governments)	TMG	Nil
3.1.4	Develop a proposal to SATC and other relevant government departments for an advertising campaign for Mount Gambier and Limestone Coast	TMG	Nil
3.1.5	Production of two Mount Gambier “commercial” videos to be disseminated via Social media, and identify appropriate advertising opportunities to fund ongoing promotion.	TMG/LG	\$2,000
<b>TOTAL</b>			<b>\$7,000</b>

### 3.2 Develop a web portal and itinerary planner

	Actions Required	Participants	Budget costs
3.2.1	Seek ownership of relevant domain names	TMG	\$2,000
3.2.2	Develop a web portal and itinerary builder	TMG/SATC/LG/ Industry	\$20,000
3.2.4	Develop and implement a social media strategy	TMG/SATC/Industry	\$2,000
<b>TOTAL</b>			<b>\$24,000</b>



# Objective 4

**Increase tourism expenditure by promoting new tourism product and services.**

## Context Statement

In order to attract and increase visitation to the region and increase overnight stays it is vital that strategies are developed to work with travel agents and local operators to offer a wide range of products, services and activities.

### 4.1 Work with local operators to develop an enhanced range of experiences.

	Actions Required	Participants	Budget costs
4.1.1	Source information on government funding programs and communicate to local stakeholders	TMG/SATC/ LCTDO	Nil
4.1.2	Coordinate regular communication with local tourism operators and stakeholders	TMG/LG	Nil
4.1.3	Facilitate low impact commercial activity in the Crater Lakes area	TMG/QEPT/LG	Nil
<b>TOTAL</b>			<b>\$0</b>

### 4.2 Exploit our natural and indigenous history, cultural assets and experiences

	Actions Required	Participants	Budget costs
4.2.1	Address “green and red tape” deterring development of our natural assets as tourism visitation sites	TMG	Nil
4.2.2	Develop an interpretative centre for indigenous Parietal cave art & aboriginal heritage	Aboriginal Community/LG/SATC /DEWNR/ Industry	Nil
4.2.3	Encourage local food and wine businesses to engage with regional marketing strategies	TMG/SATC/LG/ LCTDO	Nil
4.2.4	Promote the high level of amenity of Mount Gambier as a venue for high level sporting events	LG/SATC	Nil
<b>TOTAL</b>			<b>\$0</b>



# List of Stakeholders

**COC:** Chamber of Commerce

**DEWNR:** Department of Environment, Water & Natural Resources

**DPTI:** Department of Planning, Transport & Infrastructure

**GOR:** Great Ocean Road

**LCTDO:** Limestone Coast Tourism Development Officer

**LG:** Local Government (Councils)

**MGAMC:** Mount Gambier Airport Management Committee

**MGRWA:** Mount Gambier Regional Winegrowers Association

**QEPT:** Queen Elizabeth Park Trust

**SATIC:** South Australian Tourism Industry Council

**SATC:** South Australian Tourism Commission

**TMG:** Tourism Mount Gambier

**VTC:** Victorian Tourism Commission





# Addendum 1

## **WORKING PARTY MEMBERSHIP**

**Kent Comley – Manager of multi award winning, nationally recognised venue & regional icon The Barn**  
Tertiary qualifications in marketing, Sommelier (qualified wine expert), Mount Gambier Chamber of Commerce Board Member, Fork & Cork Committee Member

**James Stephenson – Owner of “The Old Mount Gambier Gaol Boutique Accommodation”**  
Qualified Chef & Sommelier who worked internationally for around 8 years before returning to Mount Gambier and is now the owner of the Old Mount Gambier Gaol Boutique Hotel.  
Jamie is also a South Australian Tourism Industry Council Board Member

**Biddie Shearing - Limestone Coast Regional Tourism Industry Development Officer**  
Six years in the role of tourism marketing and industry development and nineteen years in media & public relations with organisations including SBS Television and Nova FM radio. Her current position involves working with approx. 900 tourism & hospitality businesses in the Limestone Coast, interaction with international wholesalers, inbound travel agents, and retail agents.

**David Pratt – Owner of “Southgate Motel”**  
Fifteen years as a motelier, member of the Best Western Advisory Board and through the resources of Best Western has insight into the research, marketing, sales and management expertise of one of the world’s largest motel chains.

**Toni Vorenas – Owner of “Metro Café & Bakery”**  
Toni is a former educator whose passion for food led her to a life changing career change around 5 years ago when she opened the Metro Café. In a short it became one of the most popular eateries in Mount Gambier and has a fine reputation for its customer service, great food & coffee, at its atmosphere.

**Steven Perryman - Owner of the “Presidential Motel” and “Bertha Street Serviced Apartments”**  
Through the resources of the Choice Hotels Group has access and insight to the research, marketing, sales and management expertise of one of the largest motel chains in the world. Is the former Mayor of the City of Mount Gambier.

**Tom Kosch – Manager “Commodore On The Park”**  
Tom was born into the motel and hospitality trade and had grown up in that environment. Tom’s family has owned and operated the Commodore for over 25 years. Tom’s extended family, the Hurley’s are iconic in the hospitality and accommodation industry in South Australia. Tom is also a Board Member of the Pioneers Basketball Club.

# Addendum 2

## INDUSTRY & STAKEHOLDER CONSULTATION ATTENDANCE

Ann Aldersey	Executive Officer	Limestone Coast Local Government Assoc
Tom Bland	Manager	Mount View Motel
Catherine Bosley	Owner Operator	The Bellum Hotel
Joy Bowd	Manager	Central Caravan Park
Lisa Braes	Team Leader	Mt Gambier Visitor Centre
Peter Cahalan	Regional Partnerships Manager -	South Australian Tourism Commission
Barbara Cernovskis	Manager	Community City of Mount Gambier
Kent Comley	Manager	The Barn
Gayle Cowan	Deputy Chair	Riddoch Art Gallery
Peta Crewe	Regional Coordinator	PIRSA
Emma-June Curik	Program Administrator	James Morrison Academy
Peter Dempsey	Property Owner	Limestone Coast Motor Inn
Travis Fatchen	Electorate Officer	Office of Troy Bell MP
Gavin Fraser	Owner/Manager	Kalganyi Holiday Park
Lindy Fraser	Owner/Manager	Kalganyi Holiday Park
Anne Hinkly-Tyler	Owner	Villa Mont
June Kain	Owner	Amble In Self Contained Accommodation
Tony Kelly	Director	Comfort Inn Silver Birch
Tom Kosch	Venue Manager	Commodore on the Park
Evan Kosch	Owner	Commodore In The Park
Andrew Lee	Mayor	City of Mount Gambier
Michael Mahony	Rental manager	The Beach House
Brenton Manser	Manager	Karnkendi Holiday Camp
Lynette Martin	PRESIDENT	Mount Gambier Chamber of Commerce
David Mason	Owner/Operator	Lake City Tours
Guy Matthews	Director	Matthews Hotels
Teresa Moulden	Chair	Port MacDonnell Tourist Association
Steven Perryman	Manager	Quality Inn Presidential Motel & Bertha
Josh Pettman	DIRECTOR	Arkana Motor Inn & Apartments
David Pratt	Director/Manager	Best Western Southgate Motel
Judy Saffin	Owner	Southern Coachlines
Biddie Shearing	TIDO	RDA/SELGA
Karla Slotegraaf	Receptionist	Central Caravan Park
Trevor Smart	Chief Executive Officer	District Council of Grant
James Stephenson	Owner	The Old Mount Gambier Gaol
Ian Tyler	Owner	Villa Mont
Jaymee Vanderheul	Caretaker	Centenary Tower
Erika Vickery	President	South East Local Government Association
Gary Walters	Manager	Tower Motor Inn
Carolyn Walters	Manager	Tower Motor Inn
Les Wright	Proprietor	Motel Mount Gambier
Brenton	Manager	Blue Lake Caravan Park
Julia	Manager	Blue Lake Caravan Park
Barry	Manager	Limestone Coast Tourist Park
Annie	Manager	Limestone Coast Tourist Park
Ellie	Manager	Pine Country Caravan Park

## INDUSTRY & STAKEHOLDER CONSULTATION APOLOGIES

Kelly Agnew	Owner	Netley Cottage
Troy Bell	Member for Mount Gambier	Parliament Of South Australia
Jan Coleman	Operator	Englebrecht Cave
Colleen	Manager	Victoria Hotel
Carol Dowling	Owner	Mount Gambier Deluxe Apartment
Kerry Guerin	Owner	Mount Gambier Accommodation
Rod Harrex	CEO	South Australian Tourism Commission
Andrea Heka-Gnys	Owner	Hekas
Grant Hennis	Manager	Flanningans Irish Pub
Julie Mason	Owner/Operator	Lake City Tours
Natalie Mistic	Owner	Macdale Beach House
Frank Monger	Owner	ANZAC 12
Darren Nathan	Manager	Federal Hotel
Sandra Parsons	Owner	Apartments On Tolmie
Tony Pasin	Member for Barker	Parliament of Australia
Denise Richardson	Events Manager	City of Mount Gambier
Robbie Warren	Owner	Commercial Hotel
Elaine Williams	Owner	Break-A-Way B&B
Simon Browning	Owner	Colwyn House
Rhonda Truscott	Owner	Catalina Cottage
Gordon Lewis	Owner	Choppy Waters
Shannon	Manager	Jens Hotel
Craig	Manager	Macs Hotel
Jim Graney	Manager	Avalon Motel
Mark Lane	Owner	South Australian Hotel
Brian Branson	Manager	Country Comfort International Motel
Doug Andrews	Owner	Rocks Tavern

### Photographs:

Page 1 Blue Lake

Page 2 Cave Diving at 'The Shaft' sink hole

Page 3 James Morrison performs at Generations In Jazz

Page 6 View of the Blue Lake

Page 7 Stunning coastline at Cape Northumberland

Page 9 Sunken Garden at Umpherstone Cave

Page 10 Peleton of the Great South West Cycling Tour

Page 11 The award winning Mount Gambier Hotel & Bliss 'n' Esso perform at the Old Mount Gambier Gaol

Page 12 Herbert Vineyard, Mount Gambier

Page 13 Legend of the Lakes Hill Climb



# *“Changing the Tourism Culture Plan”*

*Tourism Mount Gambier*

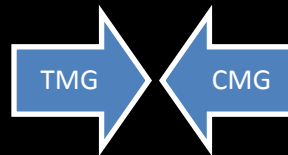
*15 June 2016*

Economic Growth - Priority

Tourism

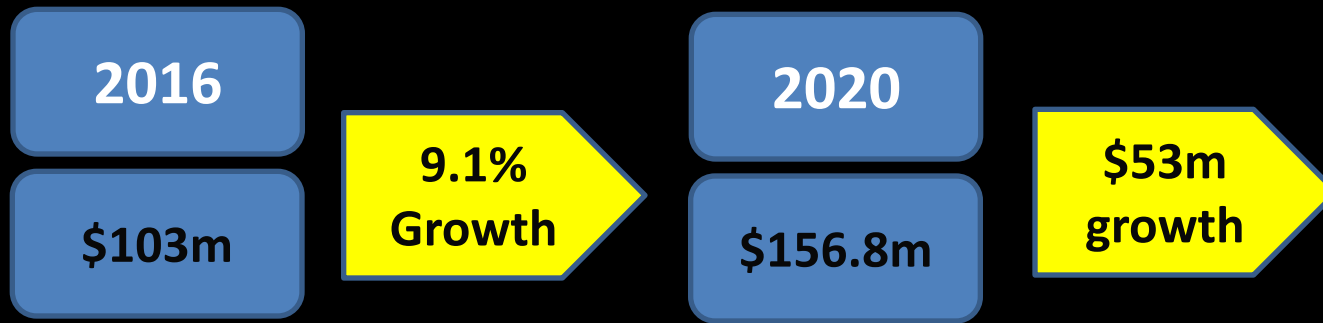
Collaboration

Tourism Mount  
Gambier



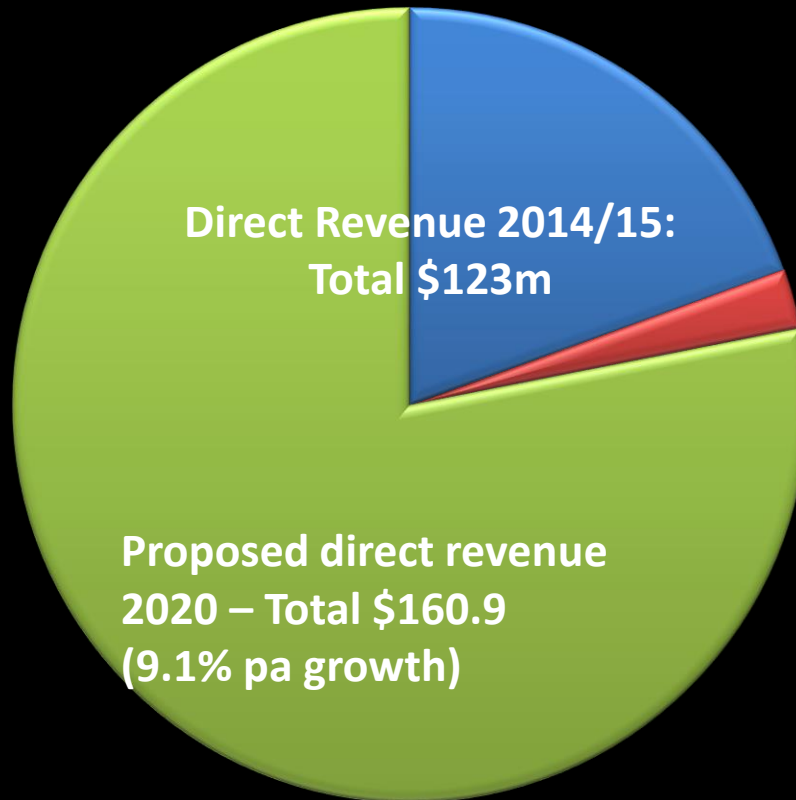
City of  
Mount  
Gambier  
Council

# Tourism: Growth Rate, Revenue Returns and Employment



**= Additional jobs  
350 FTE**

# Tourism: Direct Revenue Increase



# Return on investment

- \$480k investment - 3 years

- Year 1 - \$10m

- Year 2 - \$20m

- Year 3 - \$31m



# Budget

Year 1 - \$160k Funding  
\$ 7.5k Industry

Salaries - \$110k  
Operating - \$50k

Year 2 - \$160k Funding  
\$ 40k Industry

Salaries - \$120k  
Operating - \$40k

Year 3 - \$160k Funding  
\$ 52.5 Industry

Salaries - \$120k  
Operating - \$40k

Council Funding = \$480k  
Industry = \$100K

Thank You

Any questions?

## Tourism Mount Gambier - 2016-2020 Budget

	2016/2017	2017-2018	2018-2019	Total
	\$	\$	\$	\$
<b>Salaries + on cost (1 FTE)</b>	110000	120000	120000	
<b>Travel and accommodation</b>				
Trade event attendance	6500	8000	8000	
<b>Operating</b>				
Develop and update Itinerary Planner - Melbourne /Adelaide/Mount Gambier visitors	2000	3000	3000	
Tourism publications and other related materials (including Mandarin products)	2000	2000	2000	
Customer Service Training	3000	3500	3500	
Tourism Product Packages	1000	4500	4500	
Data Collection (including digital surveys etc)	1000	1000	1000	
Publications and Newsletters	500	1000	1000	
Business operations and fees	500	250	250	
Annual Regional Tourism Awards	2000	2000	2000	
Tourism Mount Gambier Brand	1000	0	0	
Promotional material (digital and marketing)	2000	4500	4500	
Domain name registration	2000	0	0	
Web Portal & Itinerary Builder	20000	4750	4750	
Social Media Advertising	4000	5500	5500	
Social Media & Signage Strategy	2500	0	0	
<b>Total</b>	<b>160000</b>	<b>160000</b>	<b>160000</b>	<b>480000</b>
<b>In kind contributions</b>				
Office accommodation & consumables				
Access to Council Vehicle				
Recruitment and advertising				
<b>Industry contributions</b>				
Industry contributions (including new memberships)	7500	10000	12500	
Grants and other sources	0	30000	40000	
<b>Total Industry contributions</b>	<b>7500</b>	<b>40000</b>	<b>52500</b>	<b>100000</b>

## **CORPORATE AND COMMUNITY SERVICES REPORT NO. 47/2016**

**SUBJECT:       RATE   REBATE   APPLICATION   -   SOUTH   EAST   CHRISTIAN  
                  BROADCASTERS INC.**

**REF:             AF11/823**

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*Goal:                               Governance*  
*Strategic Objective:       Evaluate the effectiveness of all service delivery initiatives against the returns and/or benefits to the community.*

### **BACKGROUND**

South East Christian Broadcasters (104.9 LIME FM) have relocated from the former Railway Station Building to premises at the St Martins Church manse in Edward Street and have lodged a rate rebate application in respect of their rate assessment.

The applicant has previously been levied and paid their rate assessment, in full, in respect of their previous occupation.

Rates for the 16/17 financial year (including NRM levy) are anticipated to amount to \$1,385.

The application lodged indicated they are seeking both a 'Mandatory' and a 'Discretionary' rebate of rates from Council however in terms of a 'Mandatory' rebate no supporting documentation or evidence to justify compliance with the Local Government Act has been provided.

It is therefore recommended that Council consider the application for a 'Discretionary' rebate rates as the application does not comply with the 'Mandatory' rate rebate provisions of the Local Government Act.

### **DISCRETIONARY RATE REBATE PROVISIONS**

Section 5 of Councils Rate Rebate Policy provides guidance on 'discretionary' rate rebates as follows:

- 5.1     The Council may in its absolute discretion grant a rebate of rates or service charges in any of the following cases pursuant to Section 166 of the Act –
  - 5.1.1   where it is desirable for the purpose of securing the proper development of the area (or a part of the area);
  - 5.1.2   where it is desirable for the purpose of assisting or supporting a business in its area;
  - 5.1.3   where it will be conducive to the preservation of buildings or places of historic significance;
  - 5.1.4   where the land is being used for educational purposes;
  - 5.1.5   where the land is being used for agricultural, horticultural or floricultural exhibitions;
  - 5.1.6   where the land is being used for a hospital or health centre;
  - 5.1.7   where the land is being used to provide facilities or services for children or young persons;
  - 5.1.8   where the land is being used to provide accommodation for the aged or disabled;

Corporate and Community Services Report No. 47/2016 cont'd...

- 5.1.9 where the land is being used for a residential aged care facility that is approved for Commonwealth funding under the Aged Care Act 1997 (Commonwealth) or a day therapy centre;
- 5.1.10 where the land is being used by an organisation which, in the opinion of the Council, provides a benefit or service to the local community;
- 5.1.11 where the rebate relates to common property or land vested in a community corporation under the Community Titles Act 1996 over which the public has a free and unrestricted right of access and enjoyment;
- 5.1.12 where the rebate is considered by the Council to be appropriate to provide relief against what would otherwise amount to a substantial change in rates payable due to a change in the basis of valuation used for the purposes of rating, rapid changes in valuations, or anomalies in valuations;
- 5.1.13 where the rebate is considered by Council to be appropriate to provide relief in order to avoid a liability to pay a rate or charge that is inconsistent with liabilities that were anticipated in the annual Business Plan or a liability that is unfair or unreasonable;
- 5.1.14 where the rebate is to give effect to a review of a decision of the Council under Chapter 13 Part 2; and
- 5.1.15 where the rebate is contemplated under another provision of this Act.
- 5.2 The Council may grant a rebate of rates up to and including 100% of the relevant rates or service charges. The Council may grant a rebate for a period exceeding one year, but not exceeding 10 years in respect of those cases identified at 4.1.1, 4.1.2 or 4.1.11 above.
- 5.3 The Council has an absolute discretion –
- (a) *to grant a rebate of rates or service charges in the above cases; and*
- (b) *to determine the amount of any such rebate.*
- 5.4 Persons who or bodies which seek a discretionary rebate will be required to submit an application form to the Council and provide to the Council such information as stipulated on the application form and any other information that the Council may reasonably require.
- 5.5 Council has developed certain qualifying criteria to assist with the application process for Discretionary Rebates in respect of:

COMMUNITY BASED SPORT, RECREATION AND SOCIAL GROUPS WHO OWN AND OCCUPY LAND FOR COMMUNITY 'NOT FOR PROFIT' PURPOSES QUALIFYING CRITERIA:

- provide a real measurable community benefit to the wider community
- applies only to the existing premises now occupied by the respective community service organisations
- not for profit community service organisations
- limited capacity to generate funds by way of means such as public access, bar facilities and/or gaming machines
- proof of limited capacity to raise funds (i.e. Annual Reports)
- provide a service which meets a recognised community service need in Mount Gambier

Corporate and Community Services Report No. 47/2016 cont'd...

- provide access and opportunity for community service development to the wider community of Mount Gambier
- the dominant use on the land is for community service activities and not for social activities
- net rates payable shall not be less than the current fixed charge then applicable
- incorporated associations
- exclusion of properties which are club/social/commercial office by land use

**CONSIDERATION**

The application cites clause 5.1.10 as the grounds for their rebate application i.e. "where the land is being used by an organisation which, in the opinion of the Council, provides a benefit or service to the local community".

If Council is supportive of the rate rebate application on the grounds cited, consideration needs to be given to:

- (i) the amount (percentage) of rebate to be provided (typically most discretionary rebates such as CWA, City Band, Foodbank, Scouts etc. are authorised at a 50% rebate).
- (ii) the date the rebate will apply from - Council Policy provides for any discretionary rebates to apply from the next rating year (to avoid Budget implications caused by rate refunds in the current year).

**RECOMMENDATION**

- (a) Corporate and Community Services Report No. 47/2016 be received.
- (b) the rate rebate application from South East Christian Broadcasters Inc. be approved on the following basis:
  - (i) the rate rebate be set at 25%;
  - (ii) the rate rebate to apply from the next rating period i.e. from 1<sup>st</sup> July, 2016.



**Grant HUMPHRIES**  
ACTING CHIEF EXECUTIVE OFFICER

## CORPORATE AND COMMUNITY SERVICES REPORT NO. 48/2016

**SUBJECT: LEASING – RENEWAL OF MEN’S SHED LEASE**

**REF: AF14/157**

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*Goal: Governance*

*Strategic Objective: Demonstrate innovative and responsive organisational governance.*

At its meeting held on 18<sup>th</sup> March 2014 in consideration of Corporate and Community Services Report No. 19/2014 in relation to a location for a Mount Gambier Men’s Shed (“Men’s Shed”), Council passed several resolutions, including:

- (h) *The Chief Executive Officer and Mayor be authorised to negotiate the final terms and conditions and to execute any documentation necessary to give effect to a lease over portion of Lot 71 in Deposited Plan 51622 contained within Certificate of Title Volume 5727 Folio 721 to the Men’s Shed for an initial term of 2 years with 1 (3 year) renewal.*

The initial 2 year lease term for the Commercial Street West site is due to expire on 14<sup>th</sup> September 2016 and in accordance with the lease the Men’s Shed have been asked to demonstrate their community/men’s shed activities in their newly occupied Council facility before a renewal is formally granted.

The Men’s Shed official opening on the 7<sup>th</sup> April 2016 displayed the significant internal fitout works that have been undertaken in accordance with the special conditions of the Men’s Shed lease.

Further, the Men’s Shed have provided extensive documentation detailing the extent of their activities and operations at their facility and have recently updated their business plan.

At May 2016 the Men’s Shed have 44 members, of which 20-27 attend their weekly Tuesday and Thursday openings, with most members attending the shed at least once a week.

Attached for Member’s information are a listing of past Men’s Shed events (**Attachment 1**), Workshop & Facility Use (**Attachment 2**), and a Men’s Shed Brochure including current/future activities (**Attachment 3**).

In the absence of there being any identified breach of their lease the three (3) year lease renewal is to be formally documented for the period 15<sup>th</sup> September 2016 to 14<sup>th</sup> September 2019.

### **RECOMMENDATION**

- (a) Corporate and Community Services Report No. 48/2016 be received and content noted;



**Michael McCARTHY**  
MANAGER GOVERNANCE & PROPERTY

Sighted:



**Grant HUMPHRIES**  
ACTING CHIEF EXECUTIVE OFFICER

## PAST **EVENTS** SINCE OCCUPYING THE COMMERCIAL STREET WEST PREMISES

These are all included in the Members Meeting Minutes under various headings.

The **dates** below are the **first mention** of an activity undertaken and/or completed.

December/January 2014/2015

- Christmas themes , reindeers, post box and signage for Mt G Market Place - reported in The Border Watch and Lifestyle
- Made sandwich boards for a local Mental Health promotion
- Painting and drying racks for St Martins Kindergarten
- Radio promotion of SE and W Victorian Sheds through 5SE, Star FM, Lime FM and ABC
- Wooden block with hammered pegs for Mulga St School
- Electrical testing for Lifeline Se continuing
- Gordon Education Centre bicycle/tricycle repairs (ongoing always)

February 2015 –

March 2015

- SE animal welfare shelter assisted with renovations
- Shed used as a film location for U3A production
- City Council Hastings Cunningham Dog Park commenced construction of agility features

April 2015 (meeting cancelled) – no new

May 2015 – no new

June 2015 – no new

July 2015

- Riding for the Disabled canteen window rebuilt
- Heywood Mens Shed District health day (100+) with representation from Mt Gambier

August 2015 (meeting cancelled)

September 2015

- Goroke Mens Shed district gathering
- Bunnings request to support Scouts billy cart construction
- Mt Gambier Bowling club – a half dozen cutting boards
- Glencoe Woolshed picnic tables

October 2015

- Melaleuca Park Kindergarten outdoor kitchen furniture construction
- Meeting with Millicent Shed (10)



November 2015 (notes from Shed management – no formal meeting)

- Edenhope District meeting
- Australian Hearing explanatory meeting
- Mens partners lunch
- Alzheimer's Association speaker for young sufferers possible membership

December 2015 (notes from Shed management – no formal meeting)

- First Congolese to join new Shed location
- Major support, media and accommodation to Mike Pauly walking around Australia pushing a cart – Mental Health /Arthritis awareness

January 2016

- Scout celebration airport family day – car parking request – provided in March - 9 shedders and supporters

February 2016 -

- Australian Hearing screening tests at the Shed (2 sessions) – partners, families friends over 18 invited – 18 Shedders tested, no others
- Bicycle repair program with Migrant Resource Centre approved
- Canary Island pines (poisoned Blue Lake) timber, some to be acquired if possible and milled for heritage use

March 2016

- City Councils Food Management Course offered – many Shed attended
- The Junction Visit to the Shed organised
- OARS visit to the Shed organised
- SA Health visit as a carer(advocate) organised
- Millicent Museum Vintage vehicle restorations contact established for sharing old fasteners
- Road Safety for the Aged presentation organised
- Suicide prevention program through Tracey Wanganeen organised
- Shed Official Opening (150+ attended) 87 invitations

April 2016

- Shed opened Saturday mornings
- Internet became available to Members
- U3A and Mens Shed move to share computing resources

## May 2016

- First member with mobility disability
- Mud Play kitchen built for Mt Gambier North School
- A 'buddy bench' is to be constructed for Mt Gambier North School
- Mt Gambier City Council float from 2015 - approached Council as can now be done – City Council funding known soon

## June 2016 (agenda)

- Mt Gambier Vintage and Veteran Car Club visited Shed Sunday for morning tea
- Click Clack articulated vehicle tower and race constructed for Melaleuca Park Kindergarten
- Work Health Safety review of shed by Glen Aston of CHH – significant documentation ready for Management approval
- MOUNT GAMBIER Shed will host the next
- Hosting District sheds get together 30th June speakers Trever Twilley on Policing Matters Cross Border and Mario Persello, a White Ribbon Ambassador

**FUTURE EVENTS are ADVERTISED in each MEMBERS MONTHLY MEETING MINUTES**

## **WORKSHOP AND FACILITY USE**

as at June 2016

Mt Gambier Mens Shed is open officially from 9 – 12 Tuesdays, Thursdays, and Saturdays. Currently this is limited by the number of responsible person available to be in charge of sessions.

A number of men (always 2 or more) arrive anytime from 8am and leave well after noon.

Some access the Shed on other days and weekends.

Some members attend each session, others on specific days.

There are currently no night sessions as there is no lighting yet in the workshop. There is a responsible person available with a cohort of potential members for when lighting is installed.

A 'Sign In' book records all attendances

Attendances on Tuesdays and Thursdays are averaging 20 -27 with Saturdays about 3.

The majority of the current 44 men use the shed once or twice a week. A few (6) attend less frequently. The Shed does have 5 on the books only who want to stay connected – but usually attending special events.

When the Shed is fully operational a limit will need to be placed on the number attending each session to use workshop and other facilities simultaneously.

The Shed is looking towards more opening sessions for Mens Shed use and by other organisations. Some thoughts for other organisations eg a group of people with disabilities, a women's only or mixed gender group - using the facility in other time slots.

The Shed is still finishing the installation of machinery and dust extractors.

Racks for timber and steel storage are currently being constructed.

## Australian Mens Shed Association

Established in 2007 by the Australian independent community based Men's Sheds to represent, support and promote the Mens Shed Movement and to act as a central hub for information exchange. The Australian Mens Shed Association (AMSA) is funded by the Federal Government to provide initial and ongoing practical support for the development of all Mens Sheds.

The Australian Mens Shed Association is a member based organisation founded on the principle of sharing information freely between Sheds and those communities and organisations wishing to establish a Shed.

AMSA services are provided freely to registered and non registered sheds, Membership to the Association is FREE for all services excluding membership that includes our discounted Group Public Liability Insurance Scheme.

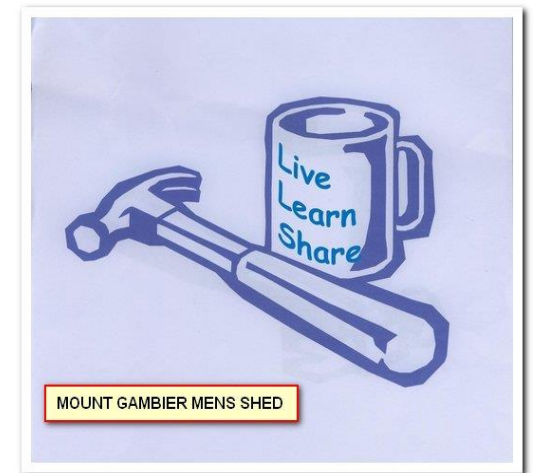
AMSA is a charitable not-for-profit association and is registered as a Deductible Gift Recipient. AMSA is the peak body representing Mens Sheds in Australia providing free practical support and assistance. With over 1000 Mens Sheds registered AMSA is now the largest Association in Australia focussed on **male health and well-being.**

## 'MT GAMBIER MENS SHED

is a centre where men of all ages, backgrounds, and ethnicity can enjoy each other's company to promote self worth and work ethics while developing and sharing skills for the benefit of both the individual and the community'

( Mt Gambier Mens Shed Constitution - Aims)

## PURSUING MENS HEALTH AND WELL-BEING



## MOUNT GAMBIER MENS SHED

**A PLACE TO BELONG**

**Where:** 291 Commercial St West with the entrance being on McDonnell Drive (A City Council's large green colour-bond shed with a mesh fenced bitumen carpark - opposite SA Water)

**When:**

Every Tuesday, Thursday and Saturdays have started between 9.00 am and noon – an evening is coming.

**Cost:** \$40 per year from 1st January  
\$20 from 1st July  
Bendigo Bank BSB 633 000  
Ac No. 140403379

**Prospective Members\***

Two free visits to the Shed are allowed. Membership must be applied for by the third visit.

(\*There are a few limitations.)

**As of April 2016**

Completed, is a mess room for morning tea and a quiet space at the far end of the shed.

It includes a fully functional kitchen, amenities (including those for the mobility challenged). The mess room has a pool table and a viewing window to the workshop. In an adjoining room is a computer and office area.

Construction of internal storage facilities continues with most machinery installed but not quite ready to use – dust extraction and lighting are still to come. Training and certification of competencies has yet to be done for each potential user.

**What do we do from May 2016**

- Provide a meeting place for men who want to share a morning with others.
- Chat, share and spin yarns
- Read books, papers
- Play pool
- Just be there
- Share a cuppa or two (usually with scones (\$1 a session))
- Fix bikes
- Work on setting up storage and machinery installation
- Every second Wednesday, bi-monthly from 6.30pm we offer a pub meal get together
- Host and visit other sheds in SA and Western Victoria on a rotational basis
- Have guest speakers
- Have a regular BBQ on site -3<sup>rd</sup> Thursday of the month – noon
- Share other meals – pie floaters....
- Have links with Australian Hearing for free hearing tests
- Fund raise – a couple of sausage sizzles a year at Masters and collecting ticket money for the Mt Gambier Horse Racing Club

**What is to come?**

- Make things from wood or steel, clay, glass etc.
- Bring your own project idea
- Repair/build community projects (only as men choose)
- Open to inventive ideas and projects

**Contacts:**

**President:**

Arthur Smith 0432914470



**Vice President:**

Peter Halleday 0439500699



**Secretary:**

Paul Edgeworth 87256385



**Treasurer:**

John Plunkett 0438278253



**Email:**

[mgmensshed@gmail.com](mailto:mgmensshed@gmail.com)

**Website:**

[www.mountgambiermensshed.simplesite.com](http://www.mountgambiermensshed.simplesite.com)

(Visit for more information and updates)

**Post:**

PO Box 1243 Mount Gambier SA 5290

Supported by the Mt Gambier City Council, numerous Business and Individuals

**CORPORATE AND COMMUNITY SERVICES REPORT NO. 49/2016**

**SUBJECT:    ADDENDUM TO COUNCIL FEES AND CHARGES 2016/2017**

**REF:         AF11/2289**

*Goal:                                Governance*  
*Strategic Objective:        Evaluate the effectiveness of all service delivery initiatives against the returns and/or benefits to the community.*

At its meeting held on 19<sup>th</sup> January 2016 Council considered Corporate and Community Services Report No. 01/2016 and adopted the 'Schedule of Fees and Charges - 2016/2017 Financial Year'.

In the ensuing months Council has progressed with the transition of the Riddoch Art Gallery into Council's operations and has established fees and charges associated with sponsorship and requests for Council support with the delivery of events.

Section 188 of the Local Government Act 1999 provides the authority for Council to impose fees and charges and that:

*"the Council must keep a list of fees and charges imposed under this section on public display (during ordinary office hours) at the principal office of the Council."*

and

*"If a Council fixes a fee or charge under this section, or varies a fee or charge under this section the Council must up date the list of fees and charges and take reasonable steps to bring the fee or charge, or the variation of the fee or charge, to the notice of persons who may be affected."*

The following fees and charges are proposed for the hire and use of spaces associated with the Riddoch Art Gallery:

FEE OR CHARGE	DESCRIPTION AND COMMENTS	GST TREATMENT	1/7/2016	NOTES	
Riddoch Art Gallery	<u>Studio/Workshop</u> Part Day (6 or 3 hours) Full Day		\$150.00 / \$90.00 \$200.00	All Fees Inc. GST	
	<u>Community Gallery</u> 1 Month Longer periods by negotiation		\$200.00		
	<u>Main Gallery</u> 1 month Longer periods by negotiation		\$500.00		
	<u>Margaret Scott Gallery</u> 1 Month Longer periods by negotiation		\$300.00		
	<u>Event/Program – Cover Charges</u> A Fee is sometimes charged for programmed activities: Adults Children (12 and under)		\$2.00 - \$120.00 From \$2.00		
	<u>Security Bond (Bookings only)</u> Minimum Bond Maximum Bond		\$500.00 \$2000.00		GST Exempt (unless surrendered)
	<u>Exhibition Administration Fee *</u>		\$100.00		Inc. GST
Gallery, Studio/Workshop and Exhibition Administration Fees may be waived or deferred by the Manager Community Services & Development where the proposed exhibition or use is aligned with and contributes toward delivering upon Council's own strategic objectives, with Riddoch Art Gallery programming, or Art/Cultural Festivals of Regional, State or national significance, such as the South Australian Living Artists Festival.					
	<u>Sale of Works (Individual Artist/Supplier)*</u> Works Merchandise (tiered commission system)		25% Commission \$0 - \$49 - 15% \$50 - \$499 - 20% above \$500 - 25%	% is exclusive of GST	
	<u>Sale of Works (Other)*</u> By negotiation				

Corporate and Community Services Report No. 49/2016 cont'd...

The following fees and charges have been established for costing requests for in-kind support associated with the delivery of events:

FEE OR CHARGE	DESCRIPTION AND COMMENTS	GST TREATMENT	1/7/2016	NOTES
Event Support	<u>Labour</u> (per person) Monday-Friday Saturday, Sunday & Public Holidays  Call out fee (additional)  <u>Plant Hire</u> Light Vehicle each additional hour  Heavy Vehicle Other Machinery (inc Street Sweeper)  <u>Waste</u> Removal – Labour & Truck Bin Hire  <u>Equipment Hire</u> Loading/Delivery/Collection Witches Hats/Bollards/Bunting Seating Stage Inflatable Screen Giant Games  <u>Advertisements</u> Road Closures – The Border Watch		\$100.00 /hour \$150-180.00 /hour  \$ as determined  \$26.00 /hour \$10.00 /hour  \$36.00 /hour \$60.00 /hour  \$170.00 /hour \$2.00 per bin/event  refer Labour/Plant Hire \$1.00 per item/event \$20.00 per unit/event \$20.00 per unit/event \$50.00 per event \$15.00 /game/event  \$100.00 per ad	All Fees Inc. GST
Unless otherwise indicated, all charges are independent and will be aggregated (i.e. Equipment Hire requiring delivery/collection by Council will also incur hourly rates for Labour (driver/operator) and Plant Hire				

RECOMMENDATION

- (a) Corporate and Community Services Report No. 49/2016 be received;
- (b) Council adopt the recommended fees and charges for the Riddoch Art Gallery and Event Support as presented in Corporate and Community Services Report No. 49/2016 with effect from 1 July 2016 to be incorporated into Council's '*Schedule of Fees and Charges – 2016/2017 Financial Year*' as adopted in January 2016.



**Michael McCarthy**  
MANAGER GOVERNANCE & PROPERTY

Sighted:



**Grant HUMPHRIES**  
ACTING CHIEF EXECUTIVE OFFICER

4<sup>th</sup> July, 2016  
MMcC

**CORPORATE AND COMMUNITY SERVICES REPORT NO. 50/2016**

**SUBJECT: CULTURAL FUND**

**REF: AF15/416**

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*Goal: Our Climate, Natural Resources Arts, Culture and Heritage*  
*Strategic Objective: Build a creative City that encourages artistic expression and celebrates cultural diversity*

The Cultural Fund was introduced in 2015/2016 to provide funding to artists, community groups and non-profit community based organisations for projects which respond to local needs and issues. The Cultural Fund Programs have been designed to encourage projects and provide opportunities that make a positive contribution to the City and demonstrate consistency with outcomes from Council's Community Plan including the following key strategies:

- City streets and open spaces alive with arts and culture
- A stimulating place that inspires artists
- Greater appreciation of Boandik art, culture and heritage
- Cultural events and festivals make the City an attractive destination

Creative Spaces supports small-scale, ephemeral public art projects and placemaking activities that create a sense of identity up to the value of \$4,000 with priorities to:

- Activate public spaces and key Council priority areas to encourage creative and social interaction
- Partner with local businesses to create a vibrant street culture
- Develop stimulating spaces that attract visitors and create a sense of community attachment
- Add to the City's profile as a vibrant and culturally diverse destination

Creative City supports programs, projects and initiatives in any artform that culturally enrich Mount Gambier events and festivals that encourage cultural tourism up to the value of \$13,000 with priorities to:

- Stimulate cultural and artistic exchange
- Link with professional artists to build cultural community capacity
- Add to the City's profile as a vibrant and culturally diverse destination
- Contribute to social well-being through artistic and cultural participation
- Produce high quality artistic and cultural works that celebrate Mount Gambier's distinct arts, culture and heritage
- Increase access for the community to an artistic, cultural or multi-cultural experience

Council has received three submissions:

Creative Spaces	Space Walk	Attachment 1
Creative City	Childrens Artistic Voice Festival of Voice	Attachment 2 Attachment 3



Corporate and Community Services Report No. 50/2016 cont'd...

The submissions have been reviewed in accordance with the assessment of applications outlined in the Cultural Fund guidelines (Attachment 4) and the following recommendation has been prepared for Councils consideration:

Creative Spaces	Space Walk	\$1,000
Creative City	Childrens Artistic Voice Festival of Voice	\$5,000 \$5,000

On review of the 2015/2016 applications and assessment process it has been suggested that as interest grows in the Cultural Fund that assessment of the submissions may benefit from some further rigour, therefore the following is presented for discussion:

- Should the Cultural Fund be an open/ongoing application process or a periodic call for applications e.g. six monthly, quarterly?
- Should the assessment process be amended to include a panel to make recommendations?

Whilst the following recommendation deals only with the current 2015/2016 applications, comments from Members in respect of further development of the Cultural Fund program and process would be welcomed.

**RECOMMENDATION**

- (a) Corporate and Community Services Report No. 50/2016 be received;
- (b) Council approve the 2015/2016 Cultural Fund submissions as follows:
  - a. Creative Spaces - Space Walk \$1,000
  - b. Creative City – Childrens Artistic Voice \$5,000
  - c. Creative City – Festival of Voice \$5,000



**Barbara CERNOVSKIS**  
MANAGER - COMMUNITY SERVICES AND DEVELOPMENT



**Grant HUMPHRIES**  
ACTING CHIEF EXECUTIVE OFFICER

30<sup>th</sup> May 2016

Manager – Community Services & Development  
City of Mount Gambier  
Civic Centre  
Mount Gambier SA 5290

Dear Sir/Madam,

**Re: CULTURAL FUND – CREATIVE SPACES GRANT**

I wish to apply for the Creative Spaces Grant as outlined by Council in the City of Mount Gambier Cultural Fund Program.

Please find enclosed herewith five completed Application that I wish to submit<sup>i</sup>.

I look forward to hearing from you.

*Yours faithfully,*



Evan Turner

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<sup>i</sup> Applications x 5 – Creative Spaces Cultural Fund



Please read the Cultural Fund Guidelines before completing this form. It includes important information about eligible and ineligible projects and applicants.

**CLOSING DATE:**

*Late or incomplete applications will not be accepted.*

Organisation	Evan Turner		
Address	24 Wyatt Street Mount Gambier		
Contact person	Evan Turner		
Position in org	-		
Phone / Mob	08 8725 2222		
Email	evan.samuel.turner@gmail.com		
Project name	Space Walk		
Amount requested (max \$2,000)	\$1000	Total cost of project	\$1000
Have you received a grant from Council before?	YES <input type="radio"/> NO <input checked="" type="radio"/>	Would you accept partial funding?	YES <input type="radio"/> NO <input checked="" type="radio"/>

**PROJECT SUMMARY – 60 words or less**

*This will be used in Council communication regarding the Cultural Fund Program.*

This artwork involves spray painting the image of a Spaceman walking through a wall into a parallel universe, into space. The piece will be black/white/grey onto a panel of Aqua-ply 2.4 metres high x 1.2 metres wide. The piece represents escaping reality.

## YOUR PROJECT

1. Please describe your project in more detail. Include the following as relevant: planning, timelines, target audiences, promotion, venues, expected attendance, intended outcomes.

**My target audience is the wider community of Mount Gambier, together with visitors/tourists both national and international. The venue I propose is the Railway Lands site, Mount Gambier however I would be open to other sites that council may have available. Intended outcomes will be the completion of a high quality piece of street art which will enhance an already vibrant community space.**

2. How does your project demonstrate one or more of the following priority strategies?

City streets and open spaces alive with arts and culture  
a stimulating place that inspires artists  
greater appreciation of Boandik art, culture and heritage  
cultural events and festivals make the City an attractive destination

**My project involves open spaces alive with arts and culture and stimulating places that inspire artists by using the popular medium of street art to draw people to what is an already dynamic, multi-faceted community space. Street art is the largest growing art form in the world and my project will give another dimension to the site. Street art has been proven to be extremely popular in other cities in Australia and around the world.**

3. Where will the project take place? Mount Gambier Railway Lands site



4. How will your project provide Mount Gambier residents with opportunities for community participation, engagement or skills development?

**My project will provide community engagement through viewing my artwork, discussion and personal interpretation.**

5. Describe your organisation's ability to effectively manage and deliver community or cultural services/activities.

**As an artist I am driven to provide contemporary art to the broader community. I work alone and to a high personal standard as can be demonstrated in various artworks I have exhibited in the local South East Art Society art competition in 2015 and 2016, winning the young artists award in 2015.**

6. How will your activity or project become independent of ongoing financial assistance from Council?

**My artwork will be a complete stand alone piece that will not require ongoing financial input from council as I will use high quality materials that will be weather proof.**



7. How will you evaluate this project?

**I will evaluate the project by community feedback through social media and discussion.**

**YOUR PROJECT BUDGET (GST INCLUSIVE)**

PROJECT INCOME	AMOUNT \$
Support income – list the name of any organisation contributing toward the project.	-
Earned income – if applicable, list source, e.g. cost to participants.	-
Amount requested from the City of Mount Gambier	
<b>TOTAL INCOME</b>	<b>\$</b>

PROJECT COSTS Please provide a breakdown of expenses under each category.	TOTAL COSTS \$	AMOUNT FROM COUNCIL \$
Service providers – tutors, trainers, artists costs and number of days (note: does not include salaried employees).	\$625	\$625
Equipment/materials – list components.	See Attached Quote	See Attached Quote
Marketing and promotion – list components.	-	
Insurance costs – check with your insurer whether your existing coverage extends to the activities of this project.	-	
Other – please specify.		
<b>TOTAL EXPENDITURE</b>	<b>\$ 1000</b>	<b>\$1000</b>

Explain the importance of the items requested above for the success of your project:

**The items requested as listed are premium, high quality art materials which will ensure a professional finish to the completed artwork also weather proof.**



**YOUR ORGANISATION**

1. What are the aims and objectives of your organisation?

**As an individual artist working on my own I strive to produce unique, thought provoking, contemporary art that enhances the community.**

2. Where does your organisation receive funding? (Include fundraising, grants, sponsorships).

**I do not have funding and this is the first time I have applied for funding.**

3. Is your organisation incorporated? Please tick. YES  NO   
*Please note the Guidelines if your group is not incorporated.*

4. Do you have public liability insurance? Please tick. YES  NO

5. ABN - \_\_\_\_\_

6. Are you registered for GST? YES  NO

*If you are successful in receiving a grant and you are registered for GST the additional 10% in the cheque will need to be forwarded to the ATO.*





CHECKLIST – SUPPORTING DOCUMENTS

- Proof of your organisation's legal/corporate status (e.g. certificate of incorporation)
  - The most recent Annual Report
  - Two written quotes for items over \$100
  - Your organisation's most recent audited statement and balance sheet (a statement of income and expenditure should be provided)
- 

I certify that, to the best of my knowledge, the statements in this application are true. I have read and I understand the City of Mount Gambier Cultural Fund Program Guidelines.

I acknowledge that the City of Mount Gambier cannot guarantee funding for any application.

If the grant is successful, I agree to acknowledge the contribution and support of the City of Mount Gambier in our 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, as well as two digital photographs relating to my project, that can be used by the City of Mount Gambier for promotional purposes, by the due date.

Name Evan Turner Position \_\_\_\_\_

Signature [Handwritten Signature] Date 30/5/16

The form must be signed by a person holding an Office Bearer position within your organisation.





7801 - MT GAMBIER  
 182 - 248 Penola Rd  
 MOUNT GAMBIER, SA, 5290

www.masters.com.au  
 customerservice@masters.com.au

ABN 21 066 891 307

**CUSTOMER QUOTATION NO. 116778**

Mr Evan Turner  
 24 Wyatt Street  
 Mount Gambier SA 5290

**Created Date:** 18/05/2016  
**Valid For:** 7 Days  
**Site:** 24 Wyatt Street Mount Gambier  
 SA 5290 Mount Gambier  
**Site Contact:** Evan Turner  
**Site Phone:** 0427962443  
**Salesperson:** HANN, CHRISTOPHER

Part #	Item	Quantity
900047775	BULLS EYE WB ALL SUFRACE PRIMER WHITE 946ML	1.00
900012053	WATTYL SOLAGARD LOW SHEEN BLACK 4L	1.00
902155323	KILLRUST EPOXY GLOSS ENAMEL WHITE 300G	2.00
900000651	OLDFIELDS PREMIUM PAINT ROLLER KIT 270MM	1.00
900015959	MARINE PLY 2440X1220X15MM	1

<b>Section Sub-Total ex GST</b>	\$244.35
<b>GST</b>	\$24.44

**Job #2 - Dreamcatcher**

Part #	Item	Quantity
900047774	BULLS EYE WB PRIMER & SEALER WHITE 3.78L	1.00
900012053	WATTYL SOLAGARD LOW SHEEN BLACK 4L	1.00
902155323	KILLRUST EPOXY GLOSS ENAMEL WHITE 300G	3.00
900000651	OLDFIELDS PREMIUM PAINT ROLLER KIT 270MM	1.00
900015959	MARINE PLY 2440X1220X15MM	3

<b>Section Sub-Total ex GST</b>	\$493.35
<b>GST</b>	\$49.34
<b>Total inc GST</b>	\$542.69

**Job #3 - Painting Dreams**

Part #	Item	Quantity
900015959	MARINE PLY 2440X1220X15MM	6
900047774	BULLS EYE WB PRIMER & SEALER WHITE 3.78L	1
900012053	WATTYL SOLAGARD LOW SHEEN BLACK 4L	2
902155323	KILLRUST EPOXY GLOSS ENAMEL WHITE 300G	4
900000651	OLDFIELDS PREMIUM PAINT ROLLER KIT 270MM	1

<b>Section Sub-Total ex GST</b>	\$875.99
<b>GST</b>	\$87.60
<b>Total inc GST</b>	\$963.59

**Job #4 - Create**

Part #	Item	Quantity
900015959	MARINE PLY 2440X1220X15MM	6
900047774	BULLS EYE WB PRIMER & SEALER WHITE 3.78L	1
900012053	WATTYL SOLAGARD LOW SHEEN BLACK 4L	2
902155323	KILLRUST EPOXY GLOSS ENAMEL WHITE 300G	4
900000651	OLDFIELDS PREMIUM PAINT ROLLER KIT 270MM	1

<b>Section Sub-Total ex GST</b>	\$875.99
<b>GST</b>	\$87.60

## CREATIVE CITY CULTURAL FUND APPLICATION

Please read the Cultural Fund Guidelines before completing this form. It includes the selection criteria as well as important information about eligible and ineligible projects and applicants.

### CLOSING DATE:

*Late or incomplete applications will not be accepted.*

Organisation	Mount Gambier Children's Centre on behalf of the Children's Artistic Voice Project committee	
Address	Mulga Street	
Contact person	Fiona Pulford	
Position in org	Community Development Coordinator/Committee member	
Phone / Mob	0887 257375	
Email	Fiona.Pulford@sa.gov.au	
Project name	Children's Artistic Voice	
Amount requested (max \$10,000)	\$10,000.00	Total cost of project \$30000
Have you received a grant from Council before?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	Would you accept partial funding? <input type="checkbox"/> Yes

### PROJECT SUMMARY – 60 words or less

*This will be used in Council communication regarding the Cultural Fund Program.*

## CREATIVE CITY CULTURAL FUND APPLICATION

There is a need for the children of Mount Gambier to be more visible and seen as competent and capable citizens of the city. A Community Artist working with children and their supports (families/kindergartens) will explore what living in Mount Gambier means to them reflecting on the Charter for Children for inspiration; nurturing innovation and creativity.

## CREATIVE CITY CULTURAL FUND APPLICATION

### YOUR PROJECT

1. Please describe your project in more detail. Include the following as relevant: planning, timelines, target audiences, promotion, venues, expected attendance, intended outcomes.

A diverse community collaborative project involving all the Mount Gambier pre schools, private and public, and their families, DECD staff, Rotary, ILC and Tafe SA students and community workers and a community artist have been planning for over 6 months to showcase the capabilities of young children with public expressions of art.

Using Reggio Emilia principles as inspiration a community artist will spend the first 4 weeks of Term 2 familiarising herself with the pre school population visiting each kindy and listening to the children and learning from them what they are inspired by. Following the STEM summit and workshops with Kalyna Micenko and Bob Daly, the Site leaders and teachers will workshop with the artist on June 2<sup>nd</sup> in an evening session.

From week 6- week 10, a series of workshops in public spaces, John Powell Reserve and the Rail with the children and their families will enable the children to demonstrate the process of being at work, educating the broader community of the competency and capability of the city's youngest citizens.

The children will be empowered to view themselves as artists and contributors to the city scape as their work is displayed in a public exhibition at the culmination of the project in November.

The project will incorporate many of the priorities of the city; embedding the Charter for Children, using an artistic voice. Complementing the STEM Summit work fostering creativity and innovation at it's core and working with children in pre school it enhances all the developmental areas as assessed by the Australian Early Development Census. The wellbeing and resilience of the children will also be enhanced as they face challenges, problem solve and learn to stretch beyond their current capabilities.

The Reggio Emilia principles and using art as a medium to represent children's thinking; graphic languages to make learning experiences visible. Through careful attention to how ideas are represented and the use of the art expertise, the children's work would be more visible to themselves and to the wider public. Art becomes a visible form of listening.

*This is a unique project in many ways as it is a whole of community approach inclusive of all pre school children and by seeking funding, ensuring the accessibility and connectivity to our entire community is felt by all participants.*

2. How does your project demonstrate one or more of the following priority strategies?

## CREATIVE CITY CULTURAL FUND APPLICATION

- City streets and open spaces alive with arts and culture
- a stimulating place that inspires artists
- greater appreciation of Boandik art, culture and heritage
- cultural events and festivals make the City an attractive destination

• *The project will help to include children in the concept our City Streets and Open Spaces are alive with arts and culture. Children need to be represented in this concept and valued for all they can bring to add their own vibrancy.*

1. Where will the project take place? \_\_\_Initially in the Kindys and then in the open public spaces, John Powell Reserve and the Rail with the exhibition aimed to be at the Main Corner complex.\_\_\_\_\_

2. How will your project provide Mount Gambier residents with opportunities for community participation, engagement or skills development?

• *Our youngest residents, the hundreds of pre school children involved in the project will all have fantastic opportunities to be active participants in the community by show casing themselves at work, displaying their work and engaging with the artist and other project collaborators. They will develop skills under the guidance of the artist who will help them to shape their ideas into artistic form, the staff in the centres will also gain skills from work shopping with the artist. Our broader community will also be educated as they are able to enjoy the work of and understand the strengths of our children.*

1. How will your project work in partnership with and / or complement the existing services of other local organisations or groups?

## CREATIVE CITY CULTURAL FUND APPLICATION

*This project is collaborative by nature given all the sites and services involved and we understand the first time an entire community wide artistic project of it's type has been undertaken in Australia continuing on the innovative and ground breaking pathway Mount Gambier has set for itself.*

2. Describe your organisation's ability to effectively manage and deliver community or cultural services/activities.

- *Members of the collaboration have delivered and been involved in the delivery of many community projects and events. Including a Build your own Billycart Day in 2010, holding the AEDI forum in 2012, coordinating the 50 things to do in Mount Gambier before you turn 13 project, list and film, Play on Wheels the mobile play trailer. Many of these projects involved the application and acquittal of community grants.*

1. How will your activity or project become independent of ongoing financial assistance from Council?

- *This project has many funding sources, this grant application is one of several for this initial project, however, the local Pre Schools have each begun the project using their own budgets as they see great value in whatever they are able to do big or small with this work. Their commitment is such that many have already indicated that they will continue to engage with the community artist as an artist in residence. The fund is being sought for the specific purpose of engaging the artist to allow the work to be produced in public spaces in large workshops with the option for the exhibition as a finale. If the funding is not available, the project will progress in a scaled back version and unfortunately the broader community will not have the benefits.*

1. How will you evaluate this project?



## CREATIVE CITY CULTURAL FUND APPLICATION

This is an elevation of previous work to engage the voices of children in Perspectives of Children in the City which led to the development of the Charter for Children. From there we are intending to check back in with the pre school children as they are a new cohort to determine if the Charter is reflective of their ideas and aspirations. The impetus will continue as we engage in an ongoing way with our local children and elevate their ideas and embed a process of inclusion in decision making and influence over what impacts them in our community. We are not viewing this project as an end product to be assessed rather part of continuing movement to increase the visibility and recognition of the contribution our children make as citizens of our community. As this is an extension to work already undertaken and part of big picture processes.

## CREATIVE CITY CULTURAL FUND APPLICATION

### YOUR PROJECT BUDGET (GST INCLUSIVE)

PROJECT INCOME	AMOUNT \$
<b>Support income</b> – list the name of any organisation contributing toward the project. DECD through the individual Kindy budgets and the Mount Gambier Children's Centre	\$2,000.00
<b>Earned income</b> – if applicable, list source, e.g. cost to participants.	
<b>Amount requested from the City of Mount Gambier</b>	
<b>TOTAL INCOME</b>	<b>\$2,000.00</b>

PROJECT COSTS Please provide a breakdown of expenses under each category.	TOTAL COSTS \$	AMOUNT FROM COUNCIL \$
<b>Service providers</b> – tutors, trainers, artists costs and number of days (note: does not include salaried employees). Wages for Community Artist	\$20000	\$5,000.00
<b>Equipment/materials</b> – list components. Art materials, paints, stone, clay	\$5000	\$5,000.00
<b>Marketing and promotion</b> – list components. Exhibition	\$3000	
<b>Insurance costs</b> – check with your insurer whether your existing coverage extends to the activities of this project.	Already covered	
<b>Other</b> – please specify.		
<b>TOTAL EXPENDITURE</b>	<b>\$30,000.00</b>	<b>\$10,000.00</b>

Explain the importance of the items requested above for the success of your project:

## CREATIVE CITY CULTURAL FUND APPLICATION

This funding application is also to provide leverage for further DECD partnerships options and we would be very happy to discuss any details with you for further clarification. Any details not supplied with this application will be provided if successful.

## YOUR ORGANISATION

1. What are the aims and objectives of your organisation?

*Our group has come together in collaboration with backbone support from the Mount Gambier Children's Centre. As Community Development Coordinator with the Centre, my role is to identify gaps and work alongside agencies and community to fill those gaps. Our work is early childhood and parenting focussed building on the capacities and strengths of our community to support children and families. This collaboration has come together with the express purpose for the fulfilment of this Children's Artistic Voice project.*

2. Where does your organisation receive funding? (Include fundraising, grants, sponsorships).

As a collaboration, we have no specific funding to date, we have applied for grants from Fund My Idea and Stand Like Stone, but unfortunately were unsuccessful. We still have an application with SA country Arts that we are waiting for a decision on. The Kindys are currently funding the Artist's time and supplying their own materials, the Children's Centre has provided funding for a workshop with the Artist and Director and Lead Teacher from each Pre School. In order for this project to be elevated beyond the walls of each individual pre school, we require further funding.

3. Is your organisation incorporated? Please tick. YES  NO   
*Please note the Guidelines if your group is not incorporated.*

4. Do you have public liability insurance? Please tick. YES  NO

## CREATIVE CITY CULTURAL FUND APPLICATION

5. ABN\_37 900 891 986

6. Are you registered for GST? YES  NO

*If you are successful in receiving a grant and you are registered for GST the additional 10% in the cheque will need to be forwarded to the ATO.*

## CREATIVE CITY CULTURAL FUND APPLICATION

### Checklist – Supporting Documents

- ❖ Proof of your organisation's legal/corporate status (e.g. certificate of incorporation)
  - ❖ The most recent Annual Report
  - ❖ Two written quotes for items over \$100
  - ❖ Your organisation's most recent audited statement and balance sheet (a statement of income and expenditure should be provided)
- 

I certify that, to the best of my knowledge, the statements in this application are true. I have read and I understand the City of Mount Gambier Cultural Fund Program Guidelines.

I acknowledge that the City of Mount Gambier cannot guarantee funding for any application.

If the grant is successful, I agree to acknowledge the contribution and support of the City of Mount Gambier in our 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, as well as two digital photographs relating to my project, that can be used by the City of Mount Gambier for promotional purposes, by the due date.

Name\_\_Fiona Pulford\_\_\_\_\_ Position in Org Community Development Coordinator

Signature \_F D Pulford Date 31 / 5 /16

The form must be signed by a person holding an Office Bearer position within your organisation.

## CREATIVE CITY CULTURAL FUND APPLICATION

3<sup>rd</sup> August, 2015  
MJT

Please read the Cultural Fund Guidelines before completing this form. It includes the selection criteria as well as important information about eligible and ineligible projects and applicants.

**CLOSING DATE:**

*Late or incomplete applications will not be accepted.*

Organisation	LIMESTONE COAST OPERA INC		
Address	PO BOX 869 MT GAMBIER 5290		
Contact person	BILL De GARIS / CHRISTINE JUDD		
Position in org	CHAIR / BOARD MEMBER		
Phone / Mob	87231144 / 0408239237		
Email	juddoo@bigpond.net.au		
Project name	"FESTIVAL OF VOICE"		
Amount requested (max \$10,000)	\$10,000	Total cost of project	
Have you received a grant from Council before?	<input checked="" type="radio"/> YES NO	Would you accept partial funding?	<input checked="" type="radio"/> YES NO

**PROJECT SUMMARY – 60 words or less**

*This will be used in Council communication regarding the Cultural Fund Program.*

PLANNED TO HOLD A "FESTIVAL OF VOICE" MARCH 2017. WEEK LONG FESTIVAL WITH STUDENTS FROM MT GAMBIER, LIMESTONE COAST, BEING COACHED BY WORLD CLASS SINGERS, THEN JUDGED & ADJUDICATED IN CONCERT. COACHING CLASSES WILL BE HELD, WORKING TOWARDS A SCHOLARSHIP & PERFORMING ON STAGE AT S.R.H.T. PROVIDE A WORLD CLASS OPERA PERFORMANCE.

## YOUR PROJECT

1. Please describe your project in more detail. Include the following as relevant: planning, timelines, target audiences, promotion, venues, expected attendance, intended outcomes.

28 FEB TO 5 MARCH 2017.  
PLANNING BEGAN AT CONCLUSION OF 2016 EVENT.  
STUDENT VOICE COACHING CLASSES FRIDAY  
EVENING & SUNDAY MATINEE PUBLIC  
PERFORMANCES WITH MATINEE  
TARGETTING STUDENTS & THE AGED.  
PROMOTION THROUGH ALL MEDIA  
INCLUDING SOCIAL MEDIA.  
VENUES - SIR ROBERT HELPMANN THEATRE,  
WEHL ST THEATRE & BAPTIST CHURCH  
EXPECT CAPACITY ATTENDANCE.  
INTENDED OUTCOMES (see over ->

2. How does your project demonstrate one or more of the following priority strategies?

- City streets and open spaces alive with arts and culture
- a stimulating place that inspires artists
- greater appreciation of Boandik art, culture and heritage
- cultural events and festivals make the City an attractive destination

A STIMULATING PLACE THAT INSPIRES  
ARTISTS, CULTURAL EVENTS &  
FESTIVALS MAKING THE CITY OF  
MOUNT GAMBIER & LIMESTONE  
COAST AN ATTRACTIVE DESTINATION

3. Where will the project take place? SIR ROBERT HELPMANN  
THEATRE, WEHL ST THEATRE,  
BAPTIST CHURCH



## OUTCOMES

PROVIDE CITIZENS OF MT GAMBIER  
& REGION A WORLD CLASS  
CULTURAL EXPERIENCE ENHANCING  
MT GAMBIER'S REPUTATION AS A  
CULTURAL HUB

THE VOICE COACH, AS WELL AS  
COACHING SINGING STUDENTS,  
WORKS VERY SUCCESSFULLY WITH  
SPECIAL NEEDS CHILDREN INCLUDING  
ADHD, SPINA BIFIDA SUFFERERS  
AMONGST OTHERS.

4. How will your project provide Mount Gambier residents with opportunities for community participation, engagement or skills development?

EXPOSURE TO WORLD CLASS SINGERS, PERFORMERS, ACTING & CONFIDENCE BUILDING, PRESENTATION, CHOIR & LOCAL CHORAL INVOLVEMENT & ENCOURAGEMENT, THE OLDER COMMUNITY TO BE ENCOURAGED TO PARTICIPATE. AT LAST EVENT A FREE WORKSHOP WAS WELL RECEIVED BY PARTICIPATING SCHOOLS & ALL AGREED IT IS WORLD CLASS. HAVE ALL EXPRESSED DESIRE TO PARTICIPATE IN FUTURE EVENTS

5. How will your project work in partnership with and / or complement the existing services of other local organisations or groups?

DAMELKA WALKER, TODI SWIGGS (PHOENIX STUDIO) & VIV DOWLING, ALL SINGING TEACHERS IN MOUNT GAMBIER ARE PARTICIPATING & VERY SUPPORTIVE & ENCOURAGED WITH "FESTIVAL OF VOICE". SCHOOL PARTICIPATION IS EXPECTED & DESIRED. LOCAL CHOIRS & ORCHESTRA ARE ENCOURAGED TO TAKE PART & ARE ALSO VERY SUPPORTIVE

6. Describe your organisation's ability to effectively manage and deliver community or cultural services/activities.

WORLD CLASS CONCERT HELD AT SRHT LAST 2 YEARS WITH NEAR CAPACITY AUDIENCE. SINGERS & PIANIST SANG TO RESIDENTS AT BOANDIK LODGE & RESTHAVEN - WELL RECEIVED. 3 FULL DAY WORKSHOPS HELD AT THE BAPTIST CHURCH. FREE SCHOOL STUDENTS WORKSHOP & INFORMATION SESSION HELD AT SRHT. WELL RECEIVED, WONDERFUL FEEDBACK. NOW BOARD HAS BEEN APPOINTED TO MANAGE THE WAY FORWARD

7. How will your activity or project become independent of ongoing financial assistance from Council?

SPONSORSHIP VIA MAJOR SPONSOR/S  
& VARIOUS TIERS OF SPONSORSHIP,  
APPOINTMENT OF BOARD MEMBERS,  
BILL DE GARIS - LAWYER  
ERIKA VICKEY - NAVAROCORRE MAYOR (a singer)  
LEE CASTINE - BUSINESSMAN  
JODI SWIGGS - SINGING TEACHER  
LYNETTE MARTIN - PRESIDENT Mt G. Gambier/Comm. C  
CHRIS JUDD - LUCCA CONNECTION & PAST CHAIR.

8. How will you evaluate this project?

EVALUATION FORMS FROM 2016 WORKSHOPS  
HAVE ALREADY BEEN RETURNED WITH  
EXCELLENT FEEDBACK. COMMUNITY  
RESPONSE EXCELLENT.  
2 EVENTS HAVE ALREADY BEEN HELD  
IN 2015, 2016 AT CONCLUSION OF WHICH  
EVENT IS ANALYSED CRITICALLY BOTH  
FINANCIALLY & CULTURALLY.  
TO BE ABLE TO GROW EVENT & BE  
VIABLE IN FUTURE WE SEEK THIS  
FUNDING.

YOUR PROJECT BUDGET (GST INCLUSIVE)

PROJECT INCOME	AMOUNT \$
Support income - list the name of any organisation contributing toward the project. <i>KIMBERLEY CLARK, MISHKIN &amp; SONS, BILL DE GAKIS, SUE &amp; PETER CHARLTON, PADENIX STUDIOS, COUNTRYARTS, CITY OF MTG., VIV DOWLING</i>	<i>\$5000</i>
Earned income - if applicable, list source, e.g. cost to participants. <i>N/A</i>	
Amount requested from the City of Mount Gambier	<i>\$10,000</i>
TOTAL INCOME	<i>\$15,000</i>

PROJECT COSTS Please provide a breakdown of expenses under each category.	TOTAL COSTS \$	AMOUNT FROM COUNCIL \$
Service providers - tutors, trainers, artists costs and number of days (note: does not include salaried employees). <i>VOICE COACH, OPERA SINGERS, PIANIST - 7 DAYS</i>	<i>\$25,000</i>	
Equipment/materials - list components. <i>HIRE OF THEATRES, PIANO, LIGHTING</i>	<i>\$1,000</i>	
Marketing and promotion - list components. <i>POSTERS, WEB SITE, PRINT &amp; MEDIA ADVERTISING</i>	<i>\$5,000</i>	
Insurance costs - check with your insurer whether your existing coverage extends to the activities of this project. <i>SINGERS HAVE PUBLIC LIABILITY INSURANCE</i>		
Other - please specify. <i>SUNDARY EXPENSES</i>	<i>\$1,000</i>	
TOTAL EXPENDITURE	<i>\$32,000</i>	<i>\$10,000</i>

Explain the importance of the items requested above for the success of your project:

*THE VOICE COACH IS INTEGRAL TO THE TRAINING CONTENT & OPERA SINGERS & PIANIST ARE INTEGRAL TO THE CONCERT PERFORMANCE. SRHT HAS THE FACILITIES, INCLUDING GRAND PIANO TO ENABLE FIRST CLASS PERFORMANCE.*

*BAPTIST CHURCH IS USED FOR INDIVIDUAL WORKSHOPS.  
NEED TO MARKET EVENT THROUGH ALL MEDIA.*

YOUR ORGANISATION

1. What are the aims and objectives of your organisation?

TO ENHANCE MUSIC & VOICE TO THE  
COMMUNITY & TO PROVIDE WORLD CLASS  
TUITION & PERFORMANCE. NATIONAL  
& INTERNATIONAL EXPOSURE FOR  
MT GAMBIER. STUDENTS CAN RECEIVE  
TUITION IN MT GAMBIER.  
ALSO TO FOSTER A CULTURAL  
CONNECTION BETWEEN LUCCA IN  
ITALY & MT GAMBIER.

2. Where does your organisation receive funding? (Include fundraising, grants, sponsorships).

PRIVATE  
LOCAL BUSINESS  
CITY OF MT GAMBIER (\$1,000)  
COUNTRY ARTS (NOT FINANCIAL)

3. Is your organisation incorporated? Please tick. YES  NO   
Please note the Guidelines if your group is not incorporated.

4. Do you have public liability insurance? Please tick. YES  NO

5. ABN NA

6. Are you registered for GST? YES  NO

*If you are successful in receiving a grant and you are registered for GST the additional 10% in the cheque will need to be forwarded to the ATO.*

## Checklist – Supporting Documents

- ❖ Proof of your organisation's legal/corporate status (e.g. certificate of incorporation)
- ❖ The most recent Annual Report
- ❖ Two written quotes for items over \$100
- ❖ Your organisation's most recent audited statement and balance sheet (a statement of income and expenditure should be provided)

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I certify that, to the best of my knowledge, the statements in this application are true. I have read and I understand the City of Mount Gambier Cultural Fund Program Guidelines.

I acknowledge that the City of Mount Gambier cannot guarantee funding for any application.

If the grant is successful, I agree to acknowledge the contribution and support of the City of Mount Gambier in our 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, as well as two digital photographs relating to my project, that can be used by the City of Mount Gambier for promotional purposes, by the due date.

Name Christine Judd Position in Org Board Member.

Signature  Date 31 / 5 / 16

The form must be signed by a person holding an Office Bearer position within your organisation.

*TO GROW THE EVENT INTO THE FUTURE THE BOARD OF LIMESTONE COAST OPERA INC WAS FORMED IN MARCH 2016 AND AS SUCH ARE UNABLE TO SUPPLY DOCUMENTS AS REQUESTED AS WE ARE IN A TRANSITION STAGE FROM A "PERSONAL" EVENT TO A CORPORATE EVENT. PLEASE DO NOT HESITATE TO PHONE CHRIS JUDD ON 0408 239237 FOR ANY FURTHER INFORMATION REQUIRED*

3<sup>rd</sup> August, 2015  
MJT

**SOUTH AUSTRALIA**

Associations Incorporation Act 1985  
Section 20(1)

Incorporation Number: A42853

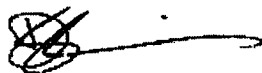
**Certificate of Incorporation**

This is to certify that

**LIMESTONE COAST OPERA  
INCORPORATED**

is, on and from the fifth day of January 2016  
incorporated under the Associations Incorporation Act 1985.

Given under the seal of the Corporate Affairs Commission at Adelaide on this fifth  
day of January 2016



Commissioner of Corporate Affairs



CERTIFIED A TRUE PHOTOCOPY  
OF THE ORIGINAL DOCUMENT

DATED 11 / 01 / 2016

SIGNED William Sowden DeGaris

**WILLIAM SOWDEN DeGARIS**  
A Commissioner for taking Affidavits in the  
Supreme Court of South Australia  
19 Penola Road, Mount Gambier SA 5290  
Telephone: (08) 8723 1144



City of  
Mount Gambier

# Cultural Fund Program 2015/2016



# CITY OF MOUNT GAMBIER CULTURAL FUND

## PROGRAM GUIDELINES

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### OVERVIEW

The Cultural Fund Program provides funding to artists, community groups and non-profit community based organisations for projects which respond to local needs and issues. Cultural development refers to a process where the community itself is engaged to improve the social, economic and environmental outcomes of the community.

The Cultural Fund Program will encourage projects and provide opportunities that make a positive contribution to the City and demonstrate consistency with outcomes from Council's Community Plan including the following key strategies:

- City streets and open spaces alive with arts and culture
- a stimulating place that inspires artists
- greater appreciation of Boandik art, culture and heritage
- cultural events and festivals make the City an attractive destination

### ABOUT THE PROGRAM

The City of Mount Gambier values the positive contribution arts and culture make to the social and economic well-being of regional communities and actively encourages the practice of cultural exchange.

Council also recognises that cultural sharing and artistic expression build resilient communities with a strong sense of place.

The Cultural Fund Program supports artists, community groups and not-for-profit organisations to deliver inspiring, creative and contemporary projects that contribute to a connected, vibrant and culturally diverse community.

Applications will be assessed against the priorities in each of the funding programs:

- Creative Spaces Grants
- Creative City Grants
- Specific in Heritage and Culture.
- Alignment with the City of Mount Gambier's Community Plan.

### CREATIVE SPACES:

#### Up to \$4,000

Small-scale, ephemeral public art projects and placemaking activities that create a sense of identity.

### **Creative Spaces Supports projects with priorities to:**

- Activate public spaces and key Council priority areas to encourage creative and social interaction;
- Partner with local businesses to create a vibrant street culture;
- Develop stimulating spaces that attract visitors and create a sense of community attachment;
- Add to the City's profile as a vibrant and culturally diverse destination.

Initiatives may include, but are not limited to, installations, urban art, sculptures, projection, screen art, multi-artform, performance, live art, new media.

### **CREATIVE CITY:**

#### **Up to \$13,000**

Programs, projects and initiatives in any artform that culturally enrich Mount Gambier; and events and festivals that encourage cultural tourism.

### **Creative City Supports projects with priorities to:**

- Stimulate cultural and artistic exchange;
- Link with professional artists to build cultural community capacity;
- Add to the City's profile as a vibrant and culturally diverse destination;
- Contribute to social well-being through artistic and cultural participation;
- Produce high quality artistic and cultural works that celebrate Mount Gambier's distinct arts, culture and heritage;
- Increase access for the community to an artistic, cultural or multi cultural experience.

Projects may focus on, but are not limited to, performing and visual arts, literature, film, design, multi-media, history and heritage and their expression through public debate, festivals, exhibitions, performances and public celebrations.

- Council's Strategic Plan
- Mount Gambier Cultural Plan

### **Relevant documents that applicants are encouraged to refer to prior to lodging an application:**

- City of Mount Gambier Community Plan

### **GUIDELINES**

1. The grants provided by Council are to be expended on projects and activities outlined in the application and should not lead to organisations or groups becoming dependent on Council for future allocations of funds.
2. An application should include a copy of the group/organisation's latest audited financial statement and balance sheet. A statement of income and expenditure should be provided

where an organisation is not subject to audit requirements. All accumulated funds should be adequately explained. Any organisation with substantial unused reserves will not be eligible.

3. Organisations and groups must be not-for-profit. A not-for-profit organisation is one whose income, assets and surplus funds are used to achieve its objectives, and are not distributed to members, owners or shareholders while it is operating and when it ceases to operate. Examples include incorporated organisations, companies limited by guarantee, charities and co-ops. Non-incorporated groups and individuals can apply for grants if they are able to demonstrate their not-for-profit status and an ability to administer the grant effectively.
4. Successful applicants will be required to complete an acquittal, which includes an evaluation of the project, and the provision of evidence of expenditure of funds, including appropriate receipts. The acquittal should be completed soon after the completion of the project.
5. Successful applications must give appropriate acknowledgement of Council's support in all their promotional material and programming information for the project/service.
6. The grant will be fully expended within the financial year of the approval, unless approval for an extension has been requested and approved in writing.
7. Any unspent funds are to be returned to Council.

#### **ELIGIBILITY**

- An incorporate community group;
- A not-for-profit organisation limited by guarantee;
- An unincorporated group auspiced by an incorporated association;
- Professional artist with an ABN

#### **APPLICANTS MUST:**

- Be located within, or service, the Mount Gambier community;
- Maintain Public Liability Insurance Cover (\$20 million minimum cover);
- Include a copy of their organisations' Certificate of Incorporation in their grant application (where applicable)
- Have an ABN

#### **ORGANISATIONS NOT ELIGIBLE FOR FUNDING**

- Profit-making groups and organisations.
- Government departments or agencies.
- Organisations which hold a liquor licence.
- Political parties.
- Groups which have not fulfilled previous City of Mount Gambier conditions and specifications.
- Organisations with substantial funds other than for asset replacement and staff entitlements.

## PROJECTS NOT ELIGIBLE FOR FUNDING

- Profit-making projects
- Projects which are already completed.
- Purchase of buildings or land.
- Staff positions that require recurrent funding.
- Capital works.
- Projects undertaken for business development.
- Special events that show or in the past have shown considerable profit.
- Fundraising activities.
- Projects that are part of the organisations annual or regular program of activities, for example, end of year performances.
- Applicants who submit unsigned applications.
- Applicants who have failed to acquit previous City of Mount Gambier Community and Cultural Fund grants.

## ASSESSMENT OF APPLICATIONS

Applications on the prescribed application form will initially be forwarded to the Manager - Community Services and Development where they will be assessed in accordance with the aims, objectives, selection criteria and guidelines of the program. A report with recommendations for the allocation of grant funding will then be prepared for consideration and approval by Council.

### Applicants will be assessed on the following criteria:

- A clearly defined concept, its financial viability and the applicants capacity to deliver the project;
- The artistic and/or cultural strength of the project and its ability to attract visitors to the City;
- Capacity to stimulate active community involvement and encourage cultural diversity;
- Strengthen local networks within the Mount Gambier community and encourage partnerships with business, community and Council;
- The degree to which the project aligns with the priorities of the City of Mount Gambier's Community Plan.

## WANT TO KNOW MORE?

For further information on the City of Mount Gambier Cultural Fund please contact Manager Community Services and Development on 8721 2587.

**Mark McSHANE**  
CHIEF EXECUTIVE OFFICER

2<sup>nd</sup> May, 216  
TLN

## CORPORATE AND COMMUNITY SERVICES REPORT NO. 51/2016

**SUBJECT: MOUNT GAMBIER & DISTRICTS TENNIS STRATEGY PROPOSAL**

**REF: AF16/179**

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*Goal: Governance*  
*Strategic Objective: Evaluate the effectiveness of all service delivery initiatives against the returns and/or benefits to the community.*

By memorandum in the 29<sup>th</sup> April 2016 Friday Edition Members were advised of a proposal by Tennis SA and Tennis Australia to conduct an urgent review and prepare a strategic vision for tennis and facilities in Mount Gambier.

At a further meeting with District Council of Grant on 14<sup>th</sup> June 2016 in-principle support to a financial contribution was given to the Tennis SA, subject to Council approval.

Accordingly, Tennis SA have submitted their proposal (**Attachment 1**) and seek Council support to co-fund and participate in their strategic review.

Of note, Tennis SA have determined to facilitate the review using 'in-house' knowledge and expertise rather than by engaging an external consultancy.

Further, Tennis SA and the Mount Gambier & District Tennis Association will fund the greater proportion of the review, and are seeking partial contributions from both the District Council of Grant and the City of Mount Gambier, noting that the majority of district tennis facilities are located in Mount Gambier and located upon Council land.

A summary of the strategic review objectives include:

- reviewing each MGDTA club and tennis venue
- outlining a scope of works for each venue, including detailed project works and costs
- recommending possible events, activities and programs for the continued use of each venue
- guiding Councils in relation to venues that achieve Tennis' Four Pillars to successful venues (Accessibility, Sustainability, Community Benefit and Accountability)
- recommending funding partners and appropriate contributions
- outlining support, assistance and leadership to ensure recommendations are actioned

This report recommends that Council contribute financially, participate and promote Tennis SA's strategic review as an example to other local community and sporting groups.

Corporate and Community Services Report No. 51/2016 cont'd...

**RECOMMENDATION**

- (a) Corporate and Community Services Report No. 51/2016 be received.
- (b) Tennis SA, Tennis Australia and the Mount Gambier & District Tennis Association be commended on taking a proactive and strategic approach to the future of their own sport and facilities.
- (c) Council participate in the Tennis SA Strategy and contribute \$5,000 (ex gst) funded from the 2016/17 Donations – General Community Assistance Budget Line 6126.0541.



**Michael McCARTHY**  
MANAGER GOVERNANCE & PROPERTY



**Grant HUMPHRIES**  
ACTING CHIEF EXECUTIVE OFFICER

**PROPOSAL FOR A**  
**“MT GAMBIER & DISTRICTS**  
**TENNIS STRATEGY”**

Proposal as at June 2016

## Introduction & Purpose

Tennis SA is the peak body for tennis in South Australia.

Tennis SA wish to support tennis in the South East region of the state. Following some recent discussions within the local tennis community and with local government representatives, authority has been provided for Tennis SA to lead the development of a Tennis Strategy.

The Tennis Strategy will provide a strategic approach to addressing the current and future needs of tennis in the Mount Gambier and Grant regions, the Mount Gambier & District Tennis Association (“MGDTA”) and their affiliated clubs.

## Methodology

Tennis SA will review and perform the following tasks in order to prepare the Tennis Strategy:

- Tennis Australia “Places to Play” strategic models, including “Tennis 2020 - Facility development and management framework for Australian tennis”.
- “Mt Gambier Tennis Development” report prepared in February 2012 for the MGDTA by Tennis SA.
- Review of the affiliation and registration of the affiliated clubs in the MGDTA.
- Audit of all tennis venues within the region.
- Operational Health Check Benchmarking Survey – 2014/15 Results.
- Consultation and forums with relevant stakeholders – the City of Mount Gambier, the District Council of Grant, the MGDTA management committee, the committees of the affiliated clubs of the MGDTA, Tennis SA Participation and Places to Play staff, and other miscellaneous local tennis stakeholders.

## Objectives

Tennis SA will aim to achieve these key objectives:

- Review each MGDTA club and tennis venue to deliver a ‘Health Check’ assessment.
- Outline a scope of works for each tennis venue, including detailed project works and costs.
- Offer recommendations for the continued use of each venue, including possible events, activities and programs.
- Provide guidance to the Councils in relation to venues that achieve Tennis’ Four Pillars to successful venues (Accessibility, Sustainability, Community Benefit and Accountability).
- Supply a recommendation of funding partners and appropriate contributions to be considered within suitable timeframes.
- Outline ongoing support, assistance and leadership to be provided by each relevant stakeholder to ensure recommendations are actioned.

## Delivery of updates and Final Report

The project commenced in May 2016 with anticipated milestones for a draft report to be delivered in or by August 2016 and the final report in or by October 2016. Updates on progress can be requested from Tennis SA at any time.



## Financial Structure

Tennis SA is proposing the costs and funding structure to enable completion of the Tennis Strategy:

Cost = \$20,000 (ex GST)

(being for: Travel Expenses, Specialist Consultants, Design and Printing, Concept Designs, Professional Costings, Forums & Meetings, and Research & Administration)

The proposed financial contributions are as follows (ex GST):

- Mt Gambier & District TA           \$2,000
- City of Mount Gambier           \$5,000
- District Council of Grant       \$2,000
- Tennis SA                           \$11,000

Tennis SA will provide resources and the balance of funds. Any costs incurred over and above the anticipated expenses will be paid exclusively by Tennis SA.

## Acceptance

Your signature below indicates acceptance of this proposal, in particular payment of the proposed financial contribution. Tennis SA will provide an invoice on delivery of the draft report. This proposal is accepted and forms an agreement between the undersigned stakeholders.

### Mount Gambier & District Tennis Association - Matthew Charlton (President)

0455 252 912 - mchar68@bigpond.com

Signature:.....Date:.....

### City of Mount Gambier - Mark McShane (CEO)

08 8721 2560 – mmcshane@mountgambier.sa.gov.au

Signature:.....Date:.....

### District Council of Grant - Trevor Smart (CEO)

08 8721 0444 – trevor.smart@dcgrant.sa.gov.au

Signature:.....Date:.....

### Tennis SA - Brett Hidson (Manager-Participation & Places to Play)

0418 859 723 – bhidson@tennis.com.au

Signature:.....Date:.....

## Appendix 1 - Stakeholders

### Mount Gambier & District Tennis Clubs

- Allendale East TC
- Centrals TC
- East Gambier TC
- Glencoe TC
- Mil Lel TC
- Moorak TC
- Mount Gambier TC
- Mount Schank TC
- Reidy Park TC
- Saints United TC
- Suttontown TC
- Tarpeena TC
- Uniting Church TC
- West Gambier TC

### Local Governments

- City of Mount Gambier
- District Council of Grant
- District Council of Wattle Range

### Tennis Bodies

- Mount Gambier & District Tennis Association
- Lakes Junior Tennis
- Cassie Edwards Tennis Coaching
- Tennis SA
- Tennis Australia

### Unassigned Tennis Courts

- Olympic Park (Netball Association)
- Active8 Health and Sports Centre (Private Fitness Centre)
- Allendale East Area School
- Grant High School
- McDonald Park (East Gambier Football Club Reserve)
- Mount Gambier High School
- St Martins Lutheran College
- Tenison Woods College

## CORPORATE AND COMMUNITY SERVICES COMMITTEE REPORT NO. 52/2016

**SUBJECT: POLICY C410 CONDUCT OF MEETINGS – INFORMAL GATHERINGS**

**REF: AF11/1950**

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*Goal: Governance*

*Strategic Objective: Demonstrate innovative and responsive organisational governance.*

Further to a memorandum circulated in the Friday Edition on 17<sup>th</sup> June in relation to the Minister for Local Government, the Hon Geoff Brock MP's expectations with regard to informal gatherings.

Recent legislative changes arising from the Local Government (Accountability and Governance) Amendment Bill 2015 included the requirement for the adoption of a policy on the holding of informal gatherings or discussions. Informal gatherings and discussions must be dealt with in accordance with the Council policy and policies must comply with any requirements prescribed by regulation (of which there are none).

At its meeting held on 15<sup>th</sup> March 2016 Council considered Corporate and Community Services Report No. 18/2016 and adopted amendments to its [Conduct of Meetings Policy C410](#) by expanding existing policy provisions for informal gatherings to meet the amended legislative requirements.

Council's [Conduct of Meetings Policy C410](#) is reproduced for Members information (**Attachment 1**) with informal gathering provisions commencing on page 9. The relevant legislative provisions are also provided for Members (**Attachment 2**). No regulations have yet been made.

The Minister for Local Government directed a review by the Office of Local Government of the informal gathering policies adopted by all Councils, and by letter dated 7<sup>th</sup> June 2016 expressed disappointment that the audit showed that the policies of a large number of Councils, including the City of Mount Gambier, failed to meet his expectations.

The Minister's letter including his stated expectations is provided for Member's information (**Attachment 3**). Members should note that the Minister has not suggested that Council's policy is deficient with respect to Local Government Act requirements, only with respect to his expectations.

It is not clear how many Councils (if any) have met the Minister's expectations in both policy and practice. Some Councils have adopted the LGA Model Policy, some their own unique policy, and others a hybrid policy, with each having their own practical and administrative implications.

The Local Government Association is quoted as stating that its own Model Policy only meets 3 of the Ministers 4 stated expectations.

Several Councils have further amended or replaced their informal gathering policies, aligning them with the Ministers expectations or addressing implications arising from their initial policies.

The Minister has identified, in light of the widespread inadequacy of Councils informal gathering policies, that it appears necessary that regulations be made to prescribe requirements to ensure a level of consistency across the local government sector.

If it is intended that each Council adopt and comply with policies that provide for a consistent range of policy considerations, such as the examples listed in subsection (8b) of Section 90 of the Act, then it is entirely appropriate to prescribe such considerations and requirements by regulation.

However, if consistent policies are intended across all Councils, then it may be more appropriate to amend the legislation accordingly or prescribe a mandatory policy similar to the prescribed Codes of Conduct for Council Members and Employees and LGA training standards for Members.

This report recommends that Council defer any further review of its informal gathering policy provisions until further clarity and direction are made available.

**RECOMMENDATION**

- (a) Corporate and Community Services Report No. 52/2016 be received;
- (b) Council hereby notes the Minister's stated expectations with regard to informal gathering policies.
- (c) Any further review of Council's informal gathering policy provisions as contained in Policy C410 – Conduct of Meetings (s92 Code of Practice / s90(8a)) be deferred until further legislative or regulatory clarity and direction are made available.



**Michael McCARTHY**  
MANAGER GOVERNANCE & PROPERTY

Sighted:



**Grant HUMPHRIES**  
ACTING CHIEF EXECUTIVE OFFICER

5<sup>th</sup> July, 2016  
MMcC

	<b>COUNCIL POLICY</b> <b>C410 CONDUCT OF MEETINGS</b> <b>(s92 CODE OF PRACTICE / s90(8a))</b>	<b>Version No:</b>	3
		<b>Issued:</b>	March, 2016
		<b>Next Review:</b>	March, 2019

## 1. PURPOSE

The City of Mount Gambier (“Council”) supports open, transparent and informed decision-making and encourages appropriate community participation in the affairs of Council.

Sections 86 and 89 of the Local Government Act 1999 (“Act”) provides that procedures to be observed for the conduct of Council and Committee meetings will be:

- as prescribed by the [Local Government \(Procedures at Meetings\) Regulations 2013](#)
- insofar as the procedure is not prescribed by regulation—as determined by the council;
- insofar as the procedure is not prescribed by regulation or determined by the council—as determined by the council committee itself.

Council also recognises that occasionally it may be appropriate and necessary to restrict public access to discussion and/or documents relating to a particular matter and section 92 provides that Council must prepare and adopt a code of practice relating to the principles, policies, procedures and practices that the council will apply in relation to public access to meetings and the release of minutes and documents.

This Policy:

- prescribes the practices and procedures to be adopted by this Council for the conduct of Council and Committee meetings.
- sets out a Code of Practice for the principles, policies and procedures that Council must follow for providing public access to meetings, agendas and documents and the release of meeting minutes and documents.

This Policy should be read in conjunction with, and will be administered in accordance with the following Local Government Association (“LGA”) publications:

- [Confidentiality Guidelines: How to Apply Section 90 \(2013\)](#)
- [Council Meeting Procedures Handbook \(2013\)](#)
- [Minute Takers Handbook for Local Government \(2014\)](#)

These documents are available on the LGA website at: [www.lga.sa.gov.au](http://www.lga.sa.gov.au) under the Codes and Guidelines heading.

## 2. PUBLIC ACCESS TO MEETINGS AND MEETING DOCUMENTS

Council encourages public attendance at meetings of Council and Council Committees through public notification of meetings. Details of all meeting dates and times are listed on the public notice board at the front reception area of the principal office of Council, Civic Centre, 10 Watson Terrace, Mount Gambier and on the Council website [www.mountgambier.sa.gov.au](http://www.mountgambier.sa.gov.au).

Council and Council Committee meetings are open to the public, and the public will only be excluded when considered proper and necessary where in the broader community interest the need for confidentiality outweighs the principle of open decision making.

	<b>COUNCIL POLICY</b> <b>C410 CONDUCT OF MEETINGS</b> <b>(s92 CODE OF PRACTICE / s90(8a))</b>	<b>Version No:</b>	3
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		<b>Next Review:</b>	March, 2019

Council's Agendas, documents and minutes are prepared and published, including on the Council website [www.mountgambier.sa.gov.au](http://www.mountgambier.sa.gov.au) in accordance with the provisions of the Local Government Act 1999, Local Government (Meeting Procedures) Regulations 2013, and this Policy.

Copies of Agendas and meeting documents are made available at meetings. Various documents can be available for inspection and purchase (for a fee) by the public. Council also makes documents available in electronic form on Council's website.

In all cases it is Council's objective to make information publicly available at the earliest possible opportunity and that the community be informed of any confidentiality orders.

It is the expectation of Council that Agendas and Meeting documents be prepared in such a manner as to avoid unnecessary inclusion of sensitive or private information that cannot be considered and retained in-confidence.

Notwithstanding that a person may request that information provided to Council be kept confidential, Council may not be able to consider such a request unless the matter is one that falls within the grounds specified in section 90(3).

### 3. OTHER ACCESS TO PUBLIC DOCUMENTS

Council has a wide range of documents and other information available for public inspection and published on its website. These are further detailed in Council's Freedom of Information - [Information Statement](#) published annually on its website.

Requests to access other Council documents may also be made under the [Freedom of Information Act 1991](#). Any inquiries in relation to the process for seeking access to documents held by Council should be directed to Council's accredited Freedom of Information Officer – Manager - Governance & Property, telephone 8721 2555.

### 4. USE OF CONFIDENTIALITY PROVISIONS

Minutes and/or documents associated with a discussion from which the public have been excluded pursuant to sections 90(2) and 90(3) of the Act will remain confidential if Council or the Council Committee make a valid confidentiality order under section 91(7).

A confidentiality order must specify the duration of the order or the circumstances in which the order will cease to apply, or a period after which the order must be reviewed.

An order will lapse if the time or event specified has been reached or carried out. There is no need for a Council to resolve for the confidential order to be lifted. Once the order has lapsed, the minutes and/or documents become public.

A confidentiality order that operates for a period exceeding 12 months must be reviewed at least once a year, and must be assessed as to whether the grounds for non disclosure are still relevant and, if so, provide the relevant grounds and reasons for remaining confidential.

If any items require a fresh confidentiality order because the original order is due to expire, then a report should be prepared to Council making recommendations and addressing each item separately against section 90(3) and section 91(7) of the Act.

	<b>COUNCIL POLICY</b> <b>C410 CONDUCT OF MEETINGS</b> <b>(s92 CODE OF PRACTICE / s90(8a))</b>	<b>Version No:</b>	3
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		<b>Next Review:</b>	March, 2019

A Council may resolve to exclude the public from a meeting to discuss and undertake consideration of the recommendations arising from the annual review in confidence, subject to the application of the relevant ground under section 90(3) of the Act. Section 90(3) of the Act must be applied separately to each item and not en bloc.

The Council may delegate the power to undertake an annual review or to revoke a section 91(7) order, but cannot delegate the power to apply sections 90(3) and 91(7) of the Act.

**4.1 MATTERS FROM WHICH THE PUBLIC CAN BE EXCLUDED**

Section 90(3) of the Act prescribes the information, matters and circumstances where Council or a Council Committee may order that the public be excluded.

These circumstances and model orders for the purpose of sections 90(2) of the Act are covered extensively in the LGA publication [Confidentiality Guidelines: How to Apply Section 90 \(2013\)](#).

Council adopts the LGA guidelines for the purpose of applying section 90 of the Act.

In considering whether an order should be made under section 90(2), it is irrelevant that discussion of a matter in public may:

- cause embarrassment to the Council or Committee concerned, or to members or employees of the Council; or
- cause a loss of confidence in the Council or Committee.

**4.2 PROCESS TO EXCLUDE THE PUBLIC FROM A MEETING**

For the convenience of the public present at a meeting it is the ordinary practice of this Council to consider any matters in confidence after all the other business has been dealt with rather than ask the public to leave the room and wait for however long it takes until the matter is concluded and then allow the public to return to the meeting room with the possibility of the same process being repeated for a subsequent matter.

Before a meeting orders that the public be excluded to receive, discuss and consider a particular matter, the meeting must, in public, formally determine if this is necessary and appropriate, and pass a resolution to exclude the public while dealing with that particular matter.

If a decision to exclude the public is taken, the Council or the Council Committee is required to make a note in the minutes of the making of the order and the grounds on which it was made. Sufficient detail of the grounds on which the order was made will be included in the minutes.

If this occurs then the public must leave the room. This means all members of the public (including staff), unless exempted by being named in the resolution as entitled to remain, but does not include a member of Council.

It is an offence for a person, who knowing that an order is in force, enters or remains in a room in which such a meeting is being held. It is lawful for an employee of Council or a member of the police to use reasonable force to remove the person from the room if he or she fails to leave on request.

	<b>COUNCIL POLICY</b> <b>C410 CONDUCT OF MEETINGS</b> <b>(s92 CODE OF PRACTICE / s90(8a))</b>	<b>Version No:</b>	3
		<b>Issued:</b>	March, 2016
		<b>Next Review:</b>	March, 2019

It is recommended that if any form of force is required that it be left to the police to deal with.

The Council, or the Council committee, may by inclusion within the resolution permit a particular person or persons to remain in the meeting. An example would be to allow a ratepayer who is suffering personal hardship to remain in the meeting when their circumstances concerning the payment of rates is being discussed.

Once discussion on the particular matter is concluded, the public are permitted to re-enter the meeting. The decision of the meeting in relation to the matter will be made publicly known unless Council has resolved to order that some (or all) of the minutes, information, discussion and documents are to remain confidential.

Details of an order to keep any minutes, information, discussion or document confidential will be made known including the extent and duration of the order and any circumstances in which the order will cease to apply (conditions of release).

If there is a further matter that is to be considered in confidence it is necessary to undertake the formal determination process again to resolve to exclude the public.

#### 4.3 REPORTING ON USE OF CONFIDENTIAL ORDERS

A report on the use of sections 90(2) and 91(7) by the Council and Council Committees must be published in the annual report of a Council as required by the Act.

Council has further endorsed the preparation and publication of a Confidential Items Register, including the details of all Section 90(2) and 91(7) orders, their section 90(3) grounds, the duration/conditions for release, and weblinks to released agenda items, minutes and documents published on Council's website.

At the time of preparation of this policy the preparation and publication of the Confidential Items Register and released documents is still a work in progress.

## **5. OTHER MEETING PRACTICES & PROCEDURES**

### 5.1 FILMING AND AUDIO RECORDING DEVICES

Council maintain its current minute taking practice that involves the agenda item and recommendation/resolution being projected on screen at the Council and Standing Committee meetings with the minutes being typed at the meeting.

Any person may record audio of Council, committee and sub-committee meetings provided that such recording does not interfere with the orderly conduct of such a meeting.

Audio devices used for such purposes are to be held by the operator of such a device and are not to be placed on the meeting table being used by the members of that Council, committee or sub-committee meeting unless otherwise resolved by the members at that particular meeting.

The Presiding Member may at any time during the course of any meeting direct the audio recording of such meeting to cease, should the Presiding Members be of the view that the audio recording of the meeting is interfering with the orderly conduct of the meeting.



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Audio recording of items considered ‘In-Confidence’ under the provisions of the Local Government Act 1999 is prohibited.

Any person wishing to take photographs or video recordings of any Council, committee or sub-committee meeting must request the permission of the Presiding Member.

Such request must be made in writing and be received by the Presiding Member at least 48 hours in advance of the meeting. In considering such a request the Presiding Member shall not unreasonably refuse permission however they may place restrictions and conditions on such recording and photography as they see fit so as to ensure such recording does not interfere with the orderly conduct of the meeting.

Where such permission has been granted, should at any time during the course of the meeting the Presiding Member be of the view that the video recording or photography of the meeting is interfering with the orderly conduct of the meeting, the Presiding Member may direct the video recording or photography of the meeting to cease.

Video recording and photography of items considered ‘In-confidence’ under the provisions of the Local Government Act 1999 is prohibited.

#### 5.2 PRESENTATION OF COMMITTEE RECOMMENDATIONS TO COUNCIL

It is the policy of this Council that the Presiding Member of any Council Committee will present the Committee Minutes and Recommendations to Council.

Should a Presiding Member of any Committee not be able to attend a Council Meeting then they may nominate in advance, any other Member of such Committee to present the Committee Minutes and Recommendations to Council.

Should a Presiding Member of any Committee not be in attendance at a Committee Meeting, but is in attendance at the Council meeting at which the Committee Minutes and Recommendations are to be presented, then the Presiding Member of the Committee shall present the Committee Minutes, but may elect to refer any item of business to the Member that presided over the Committee Meeting, or to another Member who attended the Committee meeting, for presentation of the item to Council.

#### 5.3 VOTING ‘EN-BLOC’

This Council does not support the use of ‘en-bloc’ voting during Council and Committee meetings to adopt a number of items, motions or recommendations by one resolution without debate.

En-bloc decision-making is not lawful in relation to items for decision and not considered good practice for other agenda items, and is in conflict with the guiding principles of the Local Government (Procedures at Meetings) Regulations 2013.

#### 5.4 APPOINTMENT OF DEPUTY MAYOR

This policy provision shall only apply where the Council resolves to appoint a Deputy Mayor in accordance with Section 51(3) of the Local Government Act 1999.

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Section 51(4) provides that a Deputy Mayor will be chosen by the members of a Council from amongst their own number and will hold office for a term determined by the Council that must not exceed 4 years. At the expiration of the term a Deputy Mayor is eligible for a further term.

Where Council has resolved to have a Deputy Mayor the Mayor shall immediately call for nominations and acceptances from Members present at the Council Meeting.

If only one nomination is received then that Member is to be declared Deputy Mayor.

Where more than one nomination is received a secret ballot shall be conducted forthwith without debate. Resolutions will be passed to endorse the voting process and appoint the Chief Executive Officer (or any other Senior Officer present at the meeting) as Returning Officer to declare the result and draw lots (if/as necessary).

The following shall apply to the determination of Deputy Mayor:

- Any Member present at the meeting may be nominated.
- The Mayor does not vote on the question of the appointment of Deputy Mayor.
- A Member not in his or her seat at the meeting does not vote.
- The candidate with the highest number of votes (or where two or more candidates receive the equal highest number of votes the first name drawn in the lot) shall be declared the Deputy Mayor.
- A division cannot be called for when a vote on the question of appointing a Deputy Mayor is taken.
- The Mayor may (but is not required to) accept a motion to endorse the appointment of the Deputy Mayor however any failure or variation of the motion shall be of no effect on the result of the secret ballot.

Role of Deputy Mayor

In the absence of the Mayor, the Deputy Mayor may act in the office of the Mayor.

In the Council Chamber, the Deputy Mayor shall assume no precedence, except in the absence of the Mayor, when the Deputy Mayor shall act in the office of Mayor.

Outside the Council Chamber, the Deputy Mayor shall be given precedence, immediately following the Mayor.

5.5 APPOINTMENT TO COMMITTEES AND OTHER BODIES AND ORGANISATIONS

This policy provision applies when Council has been requested or is required to nominate or appoint a Member or any other person to fill a vacant position on any Committee or as delegate/representative on an outside body or organisation.

Where these policy provisions are inconsistent with any legislative or statutory provisions or the Terms of Reference or other governing instrument of any Committee or other body or organisation, then those other provisions shall apply and override this policy (with the exception that Council may, subject to any statutory prohibitions, override the Terms of Reference of its own Committees)

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The Chief Executive Officer shall notify Members of the request and/or requirements associated with the vacancy, including details of the Committee/Body/Organisation Terms of Reference and other relevant information, and will seek a written nomination of any Elected Member, Council Officer or other person with appropriate qualifications and/or experience.

Where Council is required under a legislative or some other requirement under Terms of Reference to seek community or independent nominees to Committee positions, then a public notice shall be published in a newspaper circulating in the area seeking interested persons to nominate within 21 days (or such other period as may be required). Such nominees may also be sought through a targeted process to identify suitable nominees.

The Chief Executive Officer shall present details of all nominees for vacant positions to the next available Council meeting together with a recommendation and draft resolutions that Council may endorse a secret ballot voting process and appoint the Chief Executive Officer (or any other Senior Officer present at the meeting) as Returning Officer to declare the result and draw lots (if/as necessary).

The following shall apply to the appointment of Committee Members and delegates/representatives on other bodies and organisations:

- A nominee need not be present at the meeting, but must provide a written acceptance to the Chief Executive Officer prior to consideration.
- Candidate nominees should display the qualities sought to fill the vacant position including relevant skills, experience and interests.
- Prior to commencing the secret ballot process, by passing a resolution, Council:
  - i. may determine not to nominate or appoint any person to fill a vacancy.
  - ii. should determine the term to apply to the nomination/appointment, that may survive the next general/periodic election.
- The Mayor may vote on the question of position appointments to Committee's and other bodies and organisation's.
- A Member not in his or her seat at the meeting does not vote.
- The candidate with the highest number of votes (or where two or more candidates receive the equal highest number of votes the first name drawn in the lot) shall be declared as being nominated/appointed to the vacant position.
- A division cannot be called for when a vote on the question of appointing a person to fill a vacant position is taken.
- The Mayor may (but is not required to) accept a motion to endorse the filling of the vacant position however any failure or variation of the motion shall be of no effect on the result of the secret ballot.
- Council may determine to appoint proxies/deputies to certain positions to ensure representation in the absence of selected members/delegates/representatives.

South East Local Government Association/Provincial Cities Association Positions

The Mayor shall be the preferred candidate for any Board Member positions (and the Deputy Mayor the preferred candidate for any proxy/deputy position) on a s42 subsidiary (ie South East Local Government Association and Provincial Cities Association).

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Nominations shall only be sought for the position of Board Member and/or proxy/deputy where the Mayor or Deputy Mayor are unable to fill the positions, or to act when both the Mayor and Deputy Mayor may be unavailable, in which case the nomination/appointment procedure shall be as described in this Policy.

Payment of Allowances/Sitting Fees

Council should have a consistent and reasonable approach to payment of allowances/ sitting fees to Members and other community and independent persons appointed to positions on Committees which should be prescribed in the Terms of Reference.

Appointments of Independent Members of a Council committee will be for a term determined by the Council, and may survive the next general/periodic election unless Council specifically resolves otherwise at the time of the appointment (noting that Council may have the right to terminate any appointment at any time, or that the term of appointment may be determined by some other statutory means).

Roles of Nominees/Appointees

Upon nomination/appointment to a position, Council's duly declared nominee/appointee shall be authorised to fill that position, including the exercise of any voting rights.

Where more than one person has been nominated/appointed to fill a position or as deputy/proxy, precedence shall apply based upon the persons position (ie Mayor, Deputy Mayor, Member, CEO etc).

Attendance by Non-Appointed Persons

Subject to any valid provision to the contrary, any non-appointed Elected Member or Council Officer may attend meetings of any Committee or other body or organisation to whom Council has nominated/appointed a Member or delegate/representative, but may not speak or be heard or vote at the meeting unless invited by the meeting organiser and in accordance with a direction of the Council or the Chief Executive Officer.

Independence of Bodies/Organisations

Other bodies and organisations to which Council nominates/appoints Elected Members, Council Officers or other suitably persons as delegates/representatives do not operate under the provisions of the Local Government Act 1999 or other legislation that prescribe meeting procedures and Member obligations.

Any person appointed to a position on a body or organisation (whether a Council Member, Council Officer or some other person) is bound by the governing arrangements applicable to that other body or organisation. In that capacity that person does not represent the interests of Council, but will be required to act in the interests of that body or organisation, which at times may be inconsistent with the interests or a formal position of the Council.

Council may influence but is not to instruct any Elected Member, Council Officer or other person whom it has nominated/appointed as a delegate/representative on another body or organisation as to the manner in which they act in fulfilling their non-Council duties. It is for the delegate/representative to determine how they fulfil their duties on a body or organisation and deal with any conflict that may arise between their competing interests/roles.

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## 6. INFORMAL GATHERINGS

Section 90(8) of the Act enables Council Members, Committee Members and Council Officers to participate in informal gatherings provided that a matter which would ordinarily form part of the agenda for a formal meeting of a Council or Council Committee is not dealt with in such a way as to obtain or effectively obtain, a decision on the matter outside a formally constituted meeting of the Council or Council Committee.

Informal gatherings may include:

- *planning sessions associated with the development of policies and strategies;*
- *briefing or training sessions,*
- *workshops;*
- *social gatherings to encourage informal communication between members or between members and staff.*

Section 90(8a) further provides that an informal gathering or discussion under subsection may only be held if—

- *the council has adopted a policy on the holding of informal gatherings or discussions; and*
- *the informal gathering or discussion complies with the policy.*

A policy adopted under subsection (8a) must comply with any requirements prescribed by the regulations that may (for example) include requirements that the policy provide for—

- *the imposition of limitations on the holding of informal gatherings or discussions; and*
- *procedures for approval of informal gatherings or discussions; and*
- *the capacity of the council to impose conditions on an approval.*

In the interests of transparency and accountability it is the policy of this Council that informal gatherings and discussions will be used solely for the purpose of information sharing and not for the purpose of debating issues, building consensus positions or otherwise discharging council's deliberative and decision-making functions.

Informal gatherings will not be used for the purpose of conducting the general business of the council or to stifle debate on issues that may subsequently be dealt with by the council at a formal meeting. However informal gatherings may be used to discuss issues that involve strategy or policy or other matters of council administration and to brief council members on issues relating to their decision-making function.

Informal gatherings and discussions will only be convened to give effect to a resolution of Council or as otherwise determined at the sole discretion of the Chief Executive Officer.

Informal gatherings will not involve a formal minute taking process. However, this Council will table a 'Record of Proceedings' at the next available Council Meeting with the time/date, attendees, and purpose/matter(s) discussed at the informal gathering.

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The Chief Executive Officer may determine not to present a 'Record of Proceedings' for any particular informal gathering where the information or matter discussed is of a kind as listed at s90(3) of the Act and would be considered in confidence if it arose as a Council meeting.

## 7. AVAILABILITY OF POLICY

This Policy will be available for inspection at Council's principal office during ordinary business hours and on the Council's website [www.mountgambier.sa.gov.au](http://www.mountgambier.sa.gov.au).

Copies of this Policy may also be obtained by interested members of the community upon payment of a fee in accordance with Council's Schedule of Fees and Charges.

## 8. REVIEW & EVALUATION

The Council is required to review this code within 12 months after the conclusion of each periodic election. However, it may be reviewed at any other time as required by any legislative changes which may occur.

In accordance with Section 92(5) of the Local Government Act 1999, Council must follow the relevant steps set out in its public consultation policy before adopting, altering or substituting a code of practice relating to the principles, policies, procedures and practices that the Council will apply for public access to council and committee meetings and the release of Council and Committee meeting minutes and documents.

## 9. GRIEVANCE

Council has established procedures for the review of decisions under Section 270 of the Act for:

- Council, and its Committees;
- employees of Council and
- other persons acting on behalf of Council.

Should a person be aggrieved about public access to either a meeting or a document then they can lodge an application for review of that decision under the Internal Review of Council Decisions Procedure established by Council. The procedures adopted by Council are available from the Chief Executive Officer, telephone 8721 2555 or from Council web-site [www.mountgambier.sa.gov.au](http://www.mountgambier.sa.gov.au).

## 10. FURTHER INFORMATION

Further information about this Policy may be expressed in writing, addressed to:

Chief Executive Officer  
City of Mount Gambier  
PO Box 56  
MOUNT GAMBIER SA 5290

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File Reference:	AF11/1740
Applicable Legislation:	<a href="#">Local Government Act 1999</a> <a href="#">Local Government (Procedures at Meetings) Regulations 2013</a> <a href="#">Freedom of Information Act 1991.</a>
Reference: Strategic Plan – Beyond 2015	Goal 5, Strategic Objective 5
Related Policies:	P195 Community Consultation and Engagement Policy R180 Records Management Policy C290 Internal Review of Council’s Decisions
Related Procedures:	Council Meeting Procedures – for preparation of meeting documents. Confidential Items Register (AR14/13329) Confidential Items Procedures - Management & Website Publication
Related Documents:	<a href="#">Confidentiality Guidelines: How to Apply Section 90 (2013)</a> <a href="#">Council Meeting Procedures Handbook (2013)</a> <a href="#">Minute Takers Handbook for Local Government (2014)</a> <a href="#">Freedom of information – Information Statement</a>

## DOCUMENT DETAILS

Responsibility:	MANAGER - GOVERNANCE & PROPERTY
Version:	3.0
Last revised date:	26 <sup>th</sup> February, 2016
Effective date:	15 <sup>th</sup> March, 2016
Minute reference:	15 <sup>th</sup> March, 2016, Corporate and Community Services Item #
Next review date:	March 2019
<u>Document History</u> First Adopted By Council:	November 2014 Superseded Policies - C300, C310, C275, C315, S110, S130, M190, C280 & C285, 17 <sup>th</sup> March, 2015
Reviewed/Amended:	15 <sup>th</sup> December, 2015, 15 <sup>th</sup> March 2016

- (b) cause a loss of confidence in the council or council committee; or
  - (c) involve discussion of a matter that is controversial within the council area; or
  - (d) make the council susceptible to adverse criticism.
- (5) A person who, knowing that an order is in force under subsection (2), enters or remains in a room in which a meeting of the council or council committee is being held is guilty of an offence and liable to a penalty not exceeding \$500 and if such a person fails to leave the room on request it is lawful for an employee of the council or a member of the police force to use reasonable force to remove him or her from the room.
- (6) Subsection (5) does not apply to—
- (a) a member of the council or the council committee; or
  - (b) any other person permitted to be in the room by the council or the council committee.
- (7) If an order is made under subsection (2), a note must be made in the minutes of the making of the order and specifying—
- (a) the grounds on which the order was made; and
  - (b) the basis on which the information or matter to which the order relates falls within the ambit of each ground on which the order was made; and
  - (c) if relevant, the reasons that receipt, consideration or discussion of the information or matter in a meeting open to the public would be contrary to the public interest.
- (7a) A council committee meeting will be taken to be conducted in a place open to the public for the purposes of this section even if 1 or more committee members participate in the meeting by telephone or other electronic means in accordance with any procedures prescribed by the regulations or determined by the council under section 89 (provided that members of the public can hear the discussion between all committee members and subject to the qualification that a council may direct a committee not to use telephone or other electronic means for the purposes of its meetings).

- (8) The duty to hold a meeting of a council or council committee at a place open to the public does not in itself make unlawful informal gatherings or discussion involving—
- (a) members of the council or council committee; or
  - (b) members of the council or council committee and staff,
- provided that a matter which would ordinarily form part of the agenda for a formal meeting of a council or council committee is not dealt with in such a way as to obtain, or effectively obtain, a decision on the matter outside a formally constituted meeting of the council or council committee.
- Examples—
- The following are examples of informal gatherings or discussions that might be held under subsection (8):
- (a) planning sessions associated with the development of policies or strategies;
  - (b) briefing or training sessions;



- (c) workshops;
  - (d) social gatherings to encourage informal communication between members or between members and staff.
- (8a) In addition, an informal gathering or discussion under subsection (8) may only be held if—
- (a) the council has adopted a policy on the holding of informal gatherings or discussions; and
  - (b) the informal gathering or discussion complies with the policy.
- (8b) A policy adopted under subsection (8a) must comply with any requirements prescribed by the regulations, and the regulations may (for example) include requirements that the policy provide for—
- (a) the imposition of limitations on the holding of informal gatherings or discussions; and
  - (b) procedures for approval of informal gatherings or discussions; and
  - (c) the capacity of the council to impose conditions on an approval.
- (8c) A council may from time to time alter its policy, or substitute a new policy.
- (8d) The council must ensure that a copy of the policy under subsection (8a) is available for inspection (without charge) at the principal office of the council during ordinary office hours and on a website determined by the chief executive officer.
- (8e) A person is entitled, on payment of a fee fixed by the council, to a copy of a policy under subsection (8a).

(9) In this section—

*personal affairs* of a person includes—

- (a) that person's—
  - (i) financial affairs;
  - (ii) criminal records;
  - (iii) marital or other personal relationships;
  - (iv) personal qualities, attributes or health status;
- (b) that person's employment records, employment performance or suitability for a particular position, or other personnel matters relating to the person,

but does not include the personal affairs of a body corporate.

## **Part 4—Minutes of council and committee meetings and release of documents**

### **91—Minutes and release of documents**

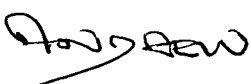
- (1) The chief executive officer must ensure that minutes are kept of the proceedings at every meeting of the council or a council committee.
- (2) If the chief executive officer is excluded from a meeting pursuant to Part 3, the person presiding at the meeting must ensure that minutes are kept.



Government  
of South Australia

eA178962

Mr Andrew Lee  
Mayor  
City of Mount Gambier  
PO Box 56  
MOUNT GAMBIER SA 5290

Dear Mayor Lee 

On 31 March 2016 the *Local Government (Accountability and Governance) Amendment Act 2015* commenced. You may recall that the Amendment Act contained a new requirement for councils to have a policy in relation to informal gatherings and discussions and for these gatherings to comply with the policy.

During the debate on the *Local Government (Accountability and Governance) Amendment Bill 2015* in Parliament, I stated my expectation that council policies would include a process of notifying the public about when an informal gathering will be held and whether or not it will be held in confidence and, if so, the grounds for it being held in confidence (Hansard, 9 September 2015). I wrote to all South Australian councils in February 2016 to confirm those stated expectations, namely that policies should ensure—

1. Informal gatherings are open to the public whenever possible
2. Decisions to hold informal gatherings in confidence are made on a case-by-case basis
3. Councils publish notification details of informal gatherings on their websites, to ensure that interested members of the public can attend
4. If a council decides to hold an informal gathering in confidence, the reason for this decision is also briefly stated on the website.

These provisions are intended to ensure that, while informal gatherings are a useful tool for elected members to discuss and understand council matters, they should not be used, or be seen to be used, as a replacement for full debate and decision making at council meetings.

Minister for Regional Development  
Minister for Local Government

Level 17, 25 Grenfell Street Adelaide SA 5000 | GPO Box 2557 Adelaide SA 5001 DX 667  
Tel 08 8226 1300 | Fax 08 8226 0316 | [pirsa.MinisterBrock@sa.gov.au](mailto:pirsa.MinisterBrock@sa.gov.au)



As informal gathering policies were a new requirement, I directed the Office of Local Government to review all council policies as they have been adopted by councils. Disappointingly, this audit has shown that a large number of councils, including yours, have failed to adopt policies that met my expectations.

I have also received correspondence from community members frustrated that some councils have failed to adopt transparent policies.

My original intent was to allow councils the opportunity to amend their policies and practices accordingly, without the need for regulation. However in light of the widespread inadequacy of council informal gatherings policies, it appears necessary that regulations must now be made to prescribe requirements for informal gathering policies.

This will ensure a level of consistency across the local government sector that reflects higher standards of open and accountable government, and that will enhance the confidence of communities across our State.

Yours sincerely



**Hon Geoff Brock MP**  
Minister for Regional Development  
Minister for Local Government

 June 2016

**CORPORATE & COMMUNITY SERVICES REPORT NO. 53/2016**

**SUBJECT: LEASING – APOLLO SOCCER CLUB – LICENCE AREA**

**REF: AF11/1428**

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*Goal: Governance*

*Strategic Objective: Demonstrate innovative and responsive organisational governance*

At its meeting on 16<sup>th</sup> September 2014 in consideration of Corporate & Community Services Report No. 62/2014 with regard to a temporary extension of the area used by the Apollo Soccer Club at Hastings Cunningham Reserve, Council resolved that:

*“Consent be granted to Apollo Soccer Club for an additional licence area at Hastings Cunningham Reserve for a trial period from 1 October 2014 to 30 September 2015, on the condition that no fixed infrastructure is to be installed and public access is not to be restricted to the area when not in use by the club.”*

Having completed the trial period no concerns having been raised in relation to their use the Apollo Soccer Club would now like to continue the additional licence arrangement.

The club are also seeking permission to install bollards around the perimeter of the area to prevent vehicle access that can result in damage to the pitch, whilst maintaining public access for passive use when not in use by the club.

A copy of the correspondence from the Apollo Soccer Club is provided for Member’s information (**Attachment 1**) as well as an aerial view of the additional licence area as previously granted (**Attachment 2**).

It is proposed that the additional area under licence now be included with the main lease for the clubroom and pitch including it’s anticipated renewal from 1 April 2017.

As with the trial period Apollo Soccer Club would be expected to maintain the licence area throughout the year (mowing and preparation for use) with the installation of bollards being at the clubs full cost to Council’s specifications.

**RECOMMENDATION:**

- (a) Corporate and Community Services report No 53/2016 be received;
- (b) The Apollo Soccer Club’s additional licence area at Hastings Cunningham Reserve be continued and included with future renewals of their main clubroom and pitch lease, including permission to install bollards on the condition that public access is not to be restricted to the area when not in use by the club.



**Michael McCARTHY**  
MANAGER GOVERNANCE & PROPERTY

Sighted:



**Grant HUMPHRIES**  
ACTING CHIEF EXECUTIVE OFFICER



APOLLO SOCCER CLUB  
MOUNT GAMBIER, SOUTH AUSTRALIA

25 June 2016

Michael McCarthy  
Manager – Governance & Property  
City of Mount Gambier  
PO Box 56  
Mount Gambier SA 5290

RE: Leasing – Apollo Soccer Club – Additional Licence area  
Ref: AF11/1428

Dear Michael,

As you are aware, we, Apollo Soccer Club, are seeking an extension of the licence on the portion of Hastings Cunningham Reserve, adjacent to our existing lease area.

Our Club is continuing to grow, and we now offer grade levels from Junior through to Senior. These include our Juniors in Mini Roos, Under 12, Under 14 and Under 17. As well as our Reserve and Senior Grades. We also have a number of indigenous and refugee players and members within our club.

As per your request, we wish to further outline our intentions as follows:

- This area will be used for pre-season training by all grades, as well as seasonal training four nights per week.
- With the affiliation of the South East Women's Football Association (SEWFA) Club 'Gambier City', they have partnered with Apollo Soccer Club. Therefore pre-season and seasonal training would also have the opportunity to utilise this land.
- Teams from the Limestone Coast Football Association State and Country Squads utilise our pitch to train.
- The land would also be used while under-going maintenance and recuperation of the main pitch.

PO Box 2638  
Mount Gambier SA 5290  
[apollosoccerclub@gmail.com](mailto:apollosoccerclub@gmail.com)



**APOLLO SOCCER CLUB**  
MOUNT GAMBIER, SOUTH AUSTRALIA

With this in mind, our long term goals include:

- Flexibility of game days and times; match games to be held on alternative Sundays
- Continue our association with the Limestone Coast Football Association State and Country Squads to utilise our pitch to train
- Strengthen and grow our partnership with 'Gambier City' Women's Football (Soccer) Club
- Continue to attract teams of the National Premier League to the City of Mount Gambier, such as the match between Metro Stars and Campbelltown City, hosted by Apollo Soccer Club on March 13 this year.

Apollo Soccer Club would be ensuring the maintenance of this land by mowing, fertilizing and edging as required, and we therefore ask the City of Mount Gambier to give permission for the installation of bollards around the perimeter. This would allow for the players and public to maintain access, but help prevent damage to the pitch caused by irresponsible drivers on the Reserve.

We believe the land would greatly improve with the levelling of the pitch, of which we would be grateful for your advice and support in this matter.

Once again we thank you for your ongoing support and look forward to hearing from you.

Should you wish to discuss this matter further, please do not hesitate to contact me.

Kind regards,

*Andrew Donehue*

**Andrew Donehue**  
Vice President  
Apollo Soccer Club  
Ph: 0408 528 040

PO Box 2638  
Mount Gambier SA 5290  
[apollosoccerclub@gmail.com](mailto:apollosoccerclub@gmail.com)

# Apollo Soccer Club – Proposed Licence Area (Hastings Cunningham Reserve)

