

AGENDA

Ordinary Council Meeting

Tuesday 20 May 2025

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

Time: 6:00 pm
Date: Tuesday 20 May 2025
Location: Council Chamber - Civic Centre
10 Watson Terrace, Mount Gambier



Sarah Philpott
CHIEF EXECUTIVE OFFICER
16 May 2025

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1 ACKNOWLEDGEMENT OF COUNTRY

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

2 APOLOGIES

Nil

3 LEAVE OF ABSENCE

Nil

4 CONFIRMATION OF COUNCIL MINUTES

4.1 CONFIRMATION OF COUNCIL MINUTES - 15 APRIL 2025

RECOMMENDATION

That the minutes of the Ordinary Council Meeting held on 15 April 2025 be confirmed as an accurate record of the proceedings of the meeting.

5 MAYORAL REPORT

5.1 MAYORAL REPORT - MAY 2025

- Anzac Accolade – Wreath Laying and Address
- LCLGA Mayors Catch-up (virtual)
- Fortnightly meetings with Media and Communications Coordinator
- Weekly meetings with CEO
- Monthly meetings with General Manager City Infrastructure
- Elected Member Information Briefing Session – Grants and Sponsorship Program Update
- Elected Member Information Briefing Session – ELT and Elected Member Communication Session
- Yerkalalpata Community Reference Group Agenda Review
- ABC Radio Interview – LCLGA / Port Hedland Motion
- Kapyong Day Memorial Service and wreath laying
- Anzac Day Street March and Services
- 5GTR-FM Radio Interview
- Meeting with Council staff – Grant High School Youth Space Proposals
- Elected Member Information Briefing Session – Budget Workshop and Long Term Financial Plan and Asset Management Plans
- Confidential Elected Member Information Briefing Session – Legal and Contractual Matters
- Yerkalalpata Community Reference Group Meeting
- LGR&DS Advisory Committee Meeting (virtual)
- Uni SA Mount Gambier Graduation Luncheon and ceremony
- Generations in Jazz Welcome Concert



- Generations in Jazz VIP Dinner
- Generations in Jazz Gala Concert
- Generations in Jazz Finale Concert and Awards
- Catch up with LCLGA Interim Executive Officer, Colin Byles
- Early Learning Traineeship Pilot Launch at the Beyond Early Learning Centre
- Meeting with Kiri Hagenus and Emma Scott – Children’s University Australasia and Africa
- Elected Member Information Briefing Session – Limestone Coast Water Allocation Plan Amendment
- Elected Member Information Briefing Session – Budget Workshop
- RDA Limestone Coast Emerging Leaders Graduation
- LCLGA Confidential meeting, with LCLGA member Mayors, Interim Executive Officer Colin Byles and McArthurs representative
- World Red Cross Day
- Barry Maney Group – Apprentice Welcome and Graduation Evening
- Confidential Special LCLGA Board Meeting (virtual)
- Peace Run Torch Relay – Mount Gambier visit (Melaleuca Park Primary School)
- Confidential meeting – Unsolicited Proposal
- Elected Member Information Briefing Session – Long Term Financial Plan
- Elected Member Information Briefing Session – Draft Limestone Coast Regional Plan
- SAROC Committee Meeting (Adelaide)
- LGA Board of Directors Meeting (Adelaide)
- Biggest Morning Tea Event (Minda Inc)
- 100 Mile Classic Presentations
- Volunteers Morning Tea

RECOMMENDATION

That the Mayoral Report be received.

6 REPORTS FROM COUNCILLORS

6.1 REPORTS FROM COUNCILLORS

Cr Josh Lynagh	Salvation Army Anzac Accolade, Generations in Jazz School Performances and Gala Concert, Visit to ac.care, Uniting Communities Helen Street Hub Open Day, Boer War Anzac Day Service, Anzac Day March, Mount Gambier Legends Baseball Tournament, Meeting with Community Members regarding Cycling Paths, Harmony Market, Pioneers Anzac Round Men's and Women's Games vs Waverley
Cr Jason Virgo	Constituent Meeting regarding 13 James Street, Graduation for Emerging Leaders – Regional Development Australia Limestone Coast
Cr Frank Morello	Anzac Day Dawn Service, Generations in Jazz Gala Concert
Cr Paul Jenner	Generations in Jazz Gala Concert



Cr Max Bruins Generations in Jazz Festival

Cr Sonya Meziniec Anzac Day Dawn Service, Domestic Violence Vigil - Government House

RECOMMENDATION

That the reports made by Councillors be received.

7 QUESTIONS WITH NOTICE

Nil

8 QUESTIONS WITHOUT NOTICE

9 PETITIONS

Nil

10 DEPUTATIONS

RECOMMENDATION

1. That the Deputation from Mr Graham Walkom be noted.

The Mayor, Mrs Lynette Martin OAM, has granted a deputation request from Mr Graham Walkom, who would like the opportunity to present to Council regarding Essential and General Community Services.

11 NOTICE OF MOTION TO REVOKE OR AMEND

Nil

12 ELECTED MEMBERS INFORMATION BRIEFING SESSIONS

RECOMMENDATION

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

ATTACHMENTS

1. Information Briefing Session - Elected Members - Record of Proceedings - 22/04/2025
- Year One Grants and Sponsorship Program Review - ELT and Elected Member Communication Session [12.1.1 - 2 pages]



2. Information Briefing Session - Elected Members - Record of Proceedings - 29/04/2025
- Budget Workshop and Confidential Legal and Contractual Matters [**12.1.2** - 2 pages]
3. Information Briefing Session - Elected Members - Record of Proceedings - 06/05/2025
- Limestone Coast Water Allocation Plan Amendment - Budget Workshop [**12.1.3** - 2 pages]
4. Information Briefing Session - Elected Members - Record of Proceedings - 13/05/2025
- Long Term Financial Plan - Draft Limestone Coast Regional Plan [**12.1.4** - 2 pages]



**INFORMATION / BRIEFING SESSION
5:00 PM, TUESDAY, 22 APRIL 2025**

Ref: AF22/549

RECORD OF PROCEEDINGS
5:00 PM, TUESDAY, 22 APRIL 2025
Council Chamber, Civic Centre
10 Watson Terrace, Mount Gambier

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

The sessions described at Items 1 was open to the public.

1. Year One – Grants and Sponsorship Program Review

MEMBERS PRESENT:-

STAFF PRESENT:-

Mayor Lynette Martin
Cr Frank Morello
Cr Sonya Mezinac
Cr Jason Virgo
Cr Josh Lynagh
Cr Paul Jenner

Chief Executive Officer
General Manager People, Place and Liveability
General Manager City Infrastructure
Manager Economy, Strategy and Engagement

MEMBERS APOLOGIES:-

LEAVE OF ABSENCE:-

Cr Max Bruins
Cr Mark Lovett

Nil

DISCUSSION:

Debrief on first 2 rounds of new Grants and Sponsorships:

Year 1 - Grants and Sponsorship:

Topic included:

- how the application and assessment processes worked
- scale of contribution to events and groups
- recognition of the value of Councils contribution
- the information to be provided to assist decision making
- process improvements/paperwork
- how criteria was applied and what criteria might need changing/how to address some gaps
- timing/frequency of rounds

The sessions described at Items 2 was not open to the public as the matter to be discussed is not a matter to be on the formal agenda of a Council or Committee Meeting.

2. ELT and Elected Member Communication Session

MEMBERS PRESENT:-

STAFF PRESENT:-

Mayor Lynette Martin
Cr Frank Morello
Cr Sonya Mezinac
Cr Jason Virgo
Cr Josh Lynagh
Cr Paul Jenner

Chief Executive Officer
General Manager People, Place and Liveability
General Manager City Infrastructure

MEMBERS APOLOGIES:-

LEAVE OF ABSENCE:-

Cr Max Bruins
Cr Mark Lovett

Nil

DISCUSSION:

Check in on communication between Elected Members and Executive team members

Discussion closed at 7.15 p.m.

**INFORMATION / BRIEFING SESSION
5:00 PM, TUESDAY, 29 APRIL 2025**

Ref: AF22/549

RECORD OF PROCEEDINGS
5:00 PM, TUESDAY, 29 APRIL 2025
Reception Area, Civic Centre
10 Watson Terrace, Mount Gambier

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

The sessions described at Item 1 was open to the public.

1. Budget Workshop

MEMBERS PRESENT:-

STAFF PRESENT:-

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

Chief Executive Officer
General Manager Corporate and Regulatory Services
General Manager City Infrastructure
General Manager People Place and Liveability
Manager Financial Services

MEMBERS APOLOGIES:-

LEAVE OF ABSENCE:-

Nil

Nil

DISCUSSION:

Discussion and feedback on the 2025/2026 Annual Business Plan and Budget and Long Term Financial Plan and Asset Management Plans.

2. Long Term Financial Plan and Asset Management Plans

Session 2 Long Term Financial Plan and Asset Management Plans was included in Session 1.

The session described at Item 3 was convened in the Council Chamber, 10 Watson Terrace, Mount Gambier and was not open to the public as the matter to be discussed is of a confidential nature within the ambit of Section 90(3) of the Local Government Act 1999 being:

- (b) *information the disclosure of which:*
 - (i) *could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting, or proposing to conduct, business, or to prejudice the commercial position of the council; and*
 - (ii) *would, on balance, be contrary to the public interest;*
- (d) *commercial information of a confidential nature (not being a trade secret) the disclosure of which—*
 - (i) *could reasonably be expected to prejudice the commercial position of the person who supplied the information, or to confer a commercial advantage on a third party; and*

- (ii) *would, on balance, be contrary to the public interest;*
(h) *legal advice.*

3. Confidential Legal and Contractual Matters

MEMBERS PRESENT:-

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

STAFF PRESENT:-

Chief Executive Officer
General Manager Corporate and Regulatory Services
General Manager City Infrastructure
General Manager People Place and Liveability

MEMBERS APOLOGIES:-

Nil

LEAVE OF ABSENCE:-

Nil

DISCUSSION:

Confidential update on legal and contractual matters.

Discussion closed at 7.52 p.m.

**INFORMATION / BRIEFING SESSION
5:00 PM, TUESDAY, 6 MAY 2025**

Ref: AF22/549

RECORD OF PROCEEDINGS
5:00 PM, TUESDAY, 6 MAY 2025
Reception Area , Civic Centre
10 Watson Terrace, Mount Gambier

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

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

1. Limestone Coast Water Allocation Plan Amendment
Reception Area

GUESTS:-

Liz Perkins, Manager, Planning and Engagement, Limestone Coast Landscape Board
Simon Sheriff, Manager Regional Water Security, SA Water

MEMBERS PRESENT:-

STAFF PRESENT:-

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

Chief Executive Officer
General Manager City Infrastructure
General Manager Corporate and Regulatory Services
General Manager People Place and Liveability
Environmental Sustainability Business Partner

MEMBERS APOLOGIES:-

LEAVE OF ABSENCE:-

Nil

Nil

DISCUSSION:

Water Allocation - Engagement and Process Update

2. Budget Workshop
Reception Area

MEMBERS PRESENT:-

STAFF PRESENT:-

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

Chief Executive Officer
General Manager City Infrastructure
General Manager Corporate and Regulatory Services
General Manager People Place and Liveability
Manager Financial Services

MEMBERS APOLOGIES:-

LEAVE OF ABSENCE:-

Nil

Nil

DISCUSSION:

2025/2026 - Draft Budget Preparation.

Discussion closed at 7.20 p.m.

**INFORMATION / BRIEFING SESSION
5:00 PM TUESDAY 13 MAY 2025**

RECORD OF PROCEEDINGS
5:00 pm, Tuesday 13 May 2025
Reception Area, Civic Centre
10 Watson Terrace, Mount Gambier

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

The session described at Item 1 and 2 were open to the public.

1. LONG TERM FINANCIAL PLAN

MEMBERS PRESENT:-

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

STAFF PRESENT:-

Chief Executive Officer
General Manager Corporate and Regulatory Services
General Manager City Infrastructure
General Manager People Place and Liveability
Manager Financial Services
Manager Development Services

MEMBERS APOLOGIES:-

Cr Sonya Meziniec

LEAVE OF ABSENCE:-

Nil

DISCUSSION:

Various scenarios presented in relation to the 2026/2027 Long Term Financial Plan.

2. DRAFT LIMESTONE COAST REGIONAL PLAN

MEMBERS PRESENT:-

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

STAFF PRESENT:-

Chief Executive Officer
General Manager Corporate and Regulatory Services
General Manager City Infrastructure
General Manager People Place and Liveability
Manager Development Services

MEMBERS APOLOGIES:-

Cr Sonya Meziniec

LEAVE OF ABSENCE:-

Nil

DISCUSSION:

Members were briefed on the Limestone Coast Regional Plan.

Discussion closed at 6.49 p.m.

13 ELECTED MEMBERS TRAINING AND DEVELOPMENT

Nil

14 AUDIT AND RISK COMMITTEE

Nil

15 CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW COMMITTEE

Nil

16 JUNIOR SPORTS ASSISTANCE FUND COMMITTEE

Nil

17 BUILDING FIRE SAFETY COMMITTEE

Nil

18 COUNCIL REPORTS

18.1 DRAFT 2025/2026 ANNUAL BUSINESS PLAN AND BUDGET FOR PUBLIC CONSULTATION

Author: Kahli Rolton, Manager Financial Services

Authoriser: Sarah Philpott, Chief Executive Officer

RECOMMENDATION

1. That Council report titled 'Draft 2025/2026 Annual Business Plan and Budget for Public Consultation' as presented on Tuesday 20 May 2025 be noted.
2. That Council endorse the 2025/2026 Draft Annual Business Plan and Budget for public consultation as attached to this Report which includes R150 Rating Policy and R155 Rate Rebate Policy.
3. That Council authorises the Chief Executive Officer to make any necessary changes to the draft 2025/2026 Annual Business Plan and Budget document and associated rating policies arising from this meeting, together with any editorial amendments and finalisation of the document's formatting and graphic design.
4. That a Special Council meeting be scheduled for Tuesday 17 June 2025 at 5:00pm at which members of the public may ask questions and make submissions on the draft 2025/2026 Annual Business Plan and Budget as part of its public consultation activities.
5. That a Special Council meeting be scheduled for Tuesday 24 June 2025 at 6pm for the purpose of adopting the Annual Business Plan and Budget following public consultation.

PURPOSE

To seek endorsement from Council to release the 2025/2026 Draft Annual Business Plan and Budget for public consultation, in accordance with the Local Government Act 1999.



BACKGROUND / OPTIONS

Background and Context

This year a new format has been introduced to enhance engagement with readers and improve transparency. Following the release of Government Advice by Essential Services Commission of South Australia (ESCOSA) in February 2025, a section responding to recommendations advised has been incorporated.

The Draft 2025/2026 Annual Business Plan and Budget outlines Council's service delivery priorities, strategic projects, and financial commitments for the year ahead. Although in its second year, this is the first budget that Council's Strategic Plan 2024-2028 is aligned with.

This plan has been developed with regard to Council's Long Term Financial Plan and Asset Management Plans and is the third business plan prepared for the current Council term. It also serves as a key operational and financial planning tool to deliver both statutory services and discretionary services based on community needs and aspirations.

Council's 2025/2026 budgeted expenditure is \$52.2 million, covering both operational delivery and capital works, with a continued focus on asset renewal to avoid deferring liabilities to future generations. All new capital projects were assessed using a prioritisation framework considering safety, urgency, compliance, value for money, and community impact.

Development of the Plan

The draft Annual Business Plan and Budget was developed in consultation with staff across Council. Staff provided detailed budget requirements for the coming year to deliver services for community and specific projects. This was then reviewed by senior Council staff and Elected Members at workshops held between March and May 2025. The budget was reviewed in detail during the process including "line by line" analysis to ensure that all opportunities for additional revenue and efficient budget allocation were recognised.

Key Budget Influences

The development of the Draft Annual Business Plan considered both internal performance and external environmental factors:

- Post-COVID recovery continues to affect materials pricing, labour availability, and project timelines.
- Inflation and under-indexed rates in past years have required recent adjustments to bring Council onto a financially sustainable path by 2026/2027.
- Waste service costs are rising above CPI due to increased contract and landfill expenses. A 10.61% increase in the service charge is proposed to reflect a truer cost of service delivery.
- Organisational capacity needs require modest resource growth (e.g., 2 FTEs or equivalent consultants) to enable strategic project delivery.
- Electricity and energy contracts are being revised to leverage green power opportunities and improve long-term financial outcomes.
- Asset renewal programs are informed by increasingly detailed condition assessments.
- Council is undertaking a Rating Review, with implementation anticipated for 2026/2027.

Key Initiatives and Highlights for 2025/2026

Capital and Strategic Projects

- Blue Lake Solar Lighting Renewal: Commencing a two-year upgrade program with potential co-funding opportunities.



- Civic Centre Renewal: Roof and lift replacement in partnership with Country Arts SA.
- CBD Master Planning and Activation: Completion of master plan and funding to implement short-term activation actions.
- Road Infrastructure: Reconstruction of Lake Terrace East and Wireless Road West (Roads to Recovery funding), and Davison Drive (subject to Special Local Roads Funding).
- James Street Public Toilets: Renewal in line with asset planning.
- Shared Path Extension: Rail Trail extension to O'Leary Road in line with the Shared Path Master Plan.
- Master Planning for Open Spaces: Planning for Umpherston Sinkhole/Balumbul, with future work proposed for Vansittart Park, Olympic Park, and Hastings Cunningham Reserve.
- Wulanda Recreation and Convention Centre: Continued activation, including capital upgrades to AV systems.

Strategic Work Plan – Unlocking Projects

- Asset Management Planning
 - New asset classes
 - Draft Asset Management Plans
 - Condition assessments and service levels
- Business Systems and Infrastructure
 - Civica Altitude transition
 - SaaS implementation
 - Enterprise Records Management upgrade
- Workforce Planning Framework
 - Strategic service and workforce review
 - Organisational Workforce Plan

Other Key Initiatives

- Visitor Servicing Model: Transition continues with community activation of Lady Nelson site and further planning for the Umpherston/Balumbul site.
- Waste and Resource Recovery Master Plan: Nearing finalisation.
- Rating Review: Consultation and strategy development during 2025/2026.

Rates

Rates revenue is critical to Council's financial sustainability, accounting for approximately 63% of total income. Council's approach to rating is underpinned by sound financial management principles, asset stewardship responsibilities, legislative obligations, and the equitable provision of services and infrastructure across the city. Every resident benefits from Council's investment in the local economy, infrastructure, parks, libraries, and other community amenities.

For 2025/2026:

- A general rate revenue increase of 8.18% (excluding growth) is proposed.
- A waste service charge increase of 10.61% is proposed to reflect inflationary pressures and better align service charges with actual service delivery costs.

Council plans to raise \$26.801 million from general rates (excluding the Regional Landscape Levy and service charges).

The City's average residential rates remain below the state rural average, although this needs to be considered against the community's relative socio-economic disadvantage (SEIFA Index) and separate Waste Service Charge.



Rating Policies

Minor amendments are suggested for the Rating Policies attached to the Annual Business Plan and Budget as follows.

R105 Rating policy –

- Inclusion of consideration of Local Government Advice from ESCOSA
- Removal of site value as a method used to value land in accordance with the Local Government Act
- Expansion of rationale for the application of differential rating

T155 Rate Rebate Policy –

- Refined clarity in regards to discretionary rebates in alignment with the Local Government Act.
- Removed rate relief options as clarification is already provided in the R105 Rating Policy. This was a duplication.

IMPLICATIONS TO CONSIDER

Legal	The consultation process and subsequent adoption are aligned with statutory obligations.
Financial and Budget	The draft budget is consistent with the Long Term Financial Plan and provides for sustainable service delivery.
Community Consultation and Engagement	A detailed consultation approach will ensure inclusive and transparent engagement.
Other Resources	Additional FTEs, consultant support and unlocking projects are incorporated into the plan to ensure effective delivery.

RISK ANALYSIS

The risk identification and categorisation relies on the City of Mount Gambier [Risk Management Policy](#).

Risk	Consequence Rating	Risk Likelihood Rating	Risk Rating	Mitigation
Finance - Inadequate revenue to deliver planned services	Major (4)	Unlikely (2)	Moderate	Step increases, service reviews, grant pursuit
Reputation - Community dissatisfaction with service levels or rates	Moderate (3)	Possible (3)	Moderate	Clear communication, transparent process
Legal / Regulatory / Policy Non-compliance with statutory requirements	Moderate (3)	Unlikely (2)	Moderate	Compliance monitored through governance practices
Service Delivery - Inability to meet service expectations>	Moderate (3)	Possible (3)	Moderate	Strategic workforce planning and unlocking projects
People - Staff capacity limitations	Moderate (3)	Possible (3)	Moderate	Resourcing provisions and contractor support



Infrastructure - Asset failure due to underinvestment	Major (4)	Unlikely (2)	Moderate	Prioritised renewal and condition monitoring

APPLICATION OF STRATEGIC PLAN

This report aligns to the following strategic objectives(s):

Priority 6: Excellence in Leadership and Governance

- 6.1 Ensure Elected Council Members are meeting their civic obligations and making informed, strategic decisions in the best interests of the community.
- 6.2 Ensure compliance with legislative obligations and apply best-practice governance to strengthen risk management, accountability and transparency, fostering trust within the community.

RELEVANT COUNCIL POLICY

[Asset Accounting](#)
[Budget Policy - B300](#)
[Community Consultation and Engagement - P195](#)
[Rates - Rate Rebate - R155](#)
[Rates - Rating - R105](#)
[Treasury Management - T150](#)

IMPLEMENTATION AND NEXT STEPS

Community consultation will be undertaken from **23 May to 17 June 2025**, in accordance with the Local Government Act 1999 and Councils Community Consultation and Engagement Policy. The community is encouraged to provide feedback through the following channels:

- **Have Your Say** website (interactive Q&A and submissions)
- **In-person copies** at the Mount Gambier Library and Civic Centre Customer Service
- **Budget Information Sessions** at the Mount Gambier Library:
 - Tuesday 10 June 2025 at 12 noon
 - Wednesday 11 June 2025 at 5.30 p.m.
- **Public Meeting:** Special Council Meeting on **Tuesday 17 June 2025 at 5:00pm** to hear submissions

Community input is invited across all sections of the Draft Plan, although legislative and regulatory components remain fixed.

A Special Meeting for the Final adoption of the Annual Business Plan and Budget is scheduled for **24 June 2025**, following consultation.

CONCLUSION

The Draft **2025/2026 Annual Business Plan and Budget** represents a balanced, strategic approach to delivering community outcomes, maintaining services, and ensuring financial sustainability. It reflects Council's commitment to strong governance and long-term planning.

ATTACHMENTS

1. Draft 2025/2026 Annual Business Plan and Budget [**18.1.1** - 79 pages]





City of
Mount Gambier

Draft
2025/2026
**Business Plan
and Budget**

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City of Mount Gambier acknowledges the Boandik people as the Traditional Custodians of the land and water our city sits upon today.

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

A message from the Mayor



The draft 2025/2026 Annual Business Plan and Budget outlines Council's priorities, services, programs, projects, and financial commitments for the upcoming year. This document has been shaped by many factors, including community aspirations from the Mount Gambier 2035 Community Vision, strategic goals set out in the 2024–2028 Strategic Plan, and financial guidelines outlined in the Long Term Financial Plan (LTFP). Additionally, our Asset Management Plans (AMPs) have influenced decisions to ensure our infrastructure and services remain sustainable for the future.

Budgeting is always about balance, and this year we approached the process with careful restraint. We took into consideration the recommendations from the Essential Services Commission of South Australia (ESCOSA), issued in March 2025, while thoroughly reviewing our operational and capital budgets.

Through a series of collaborative workshops with Council staff and Elected Members, we examined fees, charges, and project allocations - prioritising essential needs and postponing non-essential spending.

Now, we want to hear from you, our community members. I encourage you to review the draft Annual Business Plan and Budget and share your thoughts at www.haveyoursaymountgambier.sa.gov.au

A handwritten signature in dark ink that reads "Lynette Martin". The signature is fluid and cursive, written over a large, faint, diagonal watermark that says "DRAFT".

Lynette Martin OAM
MAYOR

Our City

27,888

Population
ABS ERP 2024

33.88 km²

Total land
area

\$1.75b

Gross Regional
Product

2,105

Local
businesses

41

Median resident
age

\$TBC

Average
residential rates

156.15 FTE

Council
employees
(excl. casuals)

\$445.6m

2023/2024
total asset
value

8.18%*

Rate revenue
increase (excl.
growth)

Sources:

i.d (informed decisions), NEMA.

*Proposed

The draft Business Plan and Budget sets out Council's priorities, services, programs and projects for 2025/2026. Although in its second year, this is the first budget aligned with the 2024-2028 Strategic Plan since its adoption and details what Council plans to provide to the community for the year ahead, including measures for success.

Reflecting the aspirations, priorities and values articulated in the Community Vision, Mount Gambier 2035, the Strategic Plan 2024–2028 will guide Council's work to deliver on its vision and purpose throughout the next four years. The Business Plan and Budget is an important part of the City of Mount Gambier's suite of strategic planning documents. Informed by Council's Strategic Plan and Long Term Financial Plan, the Business Plan and Budget serves as the key annual operational and financial document. It is the third business plan and budget for this council term, as we contribute to delivery of the community's vision.

Council provides a wide range of services to the community, some mandated under legislation, such as the *Local Government Act 1999* and others on the basis of community need or expectation. The program of services provided by Council are presented in this plan per portfolio and business unit and include capital and strategic projects. The financial information which underpins this plan is provided at the end of this document.

Our budgeted expenditure of \$52.2 million across operating and capital budgets focuses on maintaining service delivery. Renewal capital projects are first priority to ensure investment in existing assets are sustained and do not burden future generations of ratepayers, and new capital projects are based on priority ranking criteria that consider an array of attributes including value for money, complexity, urgency, compliance and safety.

Key budget influences

In the development of the plan we have undertaken a review of our internal environment and broader external environment that includes social, environment, economic and planning elements.

Following historical financial pressures associated with rates below inflation and the COVID-19 pandemic, 2025/2026 focuses on maintaining the long-term sustainability within current targets. This review identifies key issues that help provide the context for the development of this plan.

- Ongoing supply chain and financial impacts following COVID-19 and other world events continue to influence the availability and cost of materials and resources to deliver the capital works program. If these trends continue, additional contingencies may be required to fund the capital program included in this Annual Business Plan and Budget.
- Unplanned impacts of underground services continue to influence time, cost and resource requirements to deliver the capital works program.
- A cross-government approach to the development of access to Mount Gambier's natural attractions has been advocated. This would include scoping, master planning and the facilitation of approvals to consider infrastructure development and marketing.
- The Limestone Coast Regional Plan has been released, providing a comprehensive long term strategic framework for land use and infrastructure development in the region. This plan outlines a long-term vision for sustainable growth, identifying key areas for housing, employment, and infrastructure needs over the next 15 to 30 years.

Significant concerns regarding the provision of infrastructure, such as sewer and water, including existing older infrastructure and limited capacity, pose challenges to the region's development. These challenges may influence the slowing of development across the city, resulting in the inability to meet growth identified in the regional plan. A conservative approach to anticipated income from development is required until concerns are addressed. The Council is actively advocating for, and engaging with key stakeholders to address these challenges to ensure sustainable development for the City of Mount Gambier and the broader region.

- Global influences, political shifts, the introduction of Artificial Intelligence (AI) and supply chain logistics will also significantly influence opportunities and risks associated with regional growth, noting the South Australian Government currently has a clear priority to identify changes to enable and facilitate increasing the housing supply, and where Council's role in the regulation of housing development is reduced.
- In previous years rating did not keep up with inflation and whilst an increase was proposed to be smoothed across three years for 2023/2024 financial year, rating was below actual CPI. A large step-increase was applied in 2024/2025 to create organisational capacity and achieve financial targets by 2026/2027 financial year.

City of Mount Gambier's average residential rates remain below the rural state average, however this needs to be reviewed in context to the city's Socio-Economic Index for Areas (SEIFA) Australia. Further, councils apply service charges uniquely so it can be difficult to compare.

- A review was undertaken on the cost of providing waste services to the community. Due to inflationary pressures that have impacted both operating and capital costs, an increase above CPI for 2025/2026 is required. However, it should be noted the increase is lower than the proposed forecast increase from the Long Term Financial Plan.

Council has not been previously charging the full cost of waste collection, kerbside recycling and green waste, including the cost of disposal to the Caroline Landfill. An increase to the waste service charge of 10.61% will ensure that Council is able to cover the cost of service and also charge at a level that is more consistent with other SA councils. Noting this is less than the forecast increase of 20% in the Long Term Financial Plan adopted in June 2024.

- Council is currently undertaking a rating review. While work has started on the review, community consultation and finalisation of strategies will be undertaken during 2025/2026 financial year. It is anticipated that the first year of implementation will be 2026/2027.
- Council has not increased its budget to reflect community growth and the rising cost of existing services in prior years. The step-increase included in the 2024/2025 budget and additional proposed step-increase for 2025/2026 addresses this.
- The budget has incorporated the pressures from previous year's high inflation impacting on major valuations, and increases in goods and services. Recent easing of cost pressures on electricity and fuel have been conservatively applied as they are subject to influences outside of Council's control. Council has recently engaged specialist consultants to review electricity contracts to advantage Council's green power with a desired outcome to

reduce Council's overall electricity and potential for an increased revenue source. 2025/2026 will be the first year of implementation of a new contract and will be used as a base to determine impacts on future budgets.

- Council continues to invest in detailed condition assessments to refine our capital renewal program for infrastructure and buildings. These adjustments are aimed at maintaining assets to a standard that meets both legislative requirements and community expectations.
- To meet financial targets while responding to community needs and strengthening the organisation's capacity to deliver services efficiently and effectively, additional capacity is required. The adopted budget includes provision for:
 - Unlocking projects (as per the Strategic Work Plan and detailed in the key assumptions section).
 - Resource capacity (either in the form of two FTEs or contractors/consultants).
 - CBD planning and activation.
 - Strategic work plan delivery (beyond those projects already identified).
- These investments are essential to build the organisational capability necessary to support long-term service delivery and strategic outcomes.

Highlights

With finite resources, pressures to deliver more and changes in consumer expectations of Council services, there is a growing need for Council to deliver services tailored to demand.

Key highlights in the 2025/2026 budget include:

Blue Lake lighting

Council intends to undertake needed capital renewal works to the Blue Lake solar lighting over a period of two years starting 2025/2026 financial year. Council will seek funding opportunity to assist.

Civic Centre

Council intends to undertake required capital renewal works to the Civic Centre roofing and complete the lift replacement. These projects are in partnership with Country Arts South Australia.

Central Business District (CBD)

Council undertook community consultation with PlaceScore in 2024/2025 financial year to provide evidence-based metrics, strengths, challenges and opportunities for the Mount Gambier CBD. This was the first step toward informing the development of a master plan to guide the future direction for the CBD. Council intends to complete the master plan for the CBD in 2025/2026 financial year.

To further support work started in the 2024/2025 financial year, Council has maintained an allocation to support CBD activation and immediate implementation of actions following finalisation of the master plan.

Infrastructure grant funding

Council will use increased funding from the Roads to Recovery (RTR) initiative to renew existing infrastructure assets, including road reconstruction projects for Lake Terrace East and Wireless Road West. In addition to funding for RTR, Council will use Special Local Road Funding (if successful) for the reconstruction of Davison Drive.

James Street public toilet

Council intends to undertake capital renewal works on the James Street public toilets as part of asset management planning.

Shared paths

The Shared Path Master Plan was developed in 2024 in consultation with the community to improve connectivity and shared pathway networks that can be used by a variety of active transport users. Council intends to maintain its capital investment in new footpaths to meet objectives outlined in the Shared Path Master Plan. In 2025/2026, this investment will be used to extend the Rail Trail to O'Leary Road. Council will seek funding opportunities to assist.

Master planning - Sport Recreation and Open Space

To continue to provide quality, well-planned spaces and guide the future direction of open spaces and facilities in Mount Gambier, Council intend to complete a masterplan for Umpherston Sinkhole/Balumbul with further master planning identified for Vansittart Park, Olympic Park and Hastings Cunningham Reserve in future years.

Unlocking Projects

There are three foundational projects underpinning the Strategic Work Plan that have been identified as priority 'unlocking projects' that will create both capacity and capability in Council to deliver and develop services in an efficient and effective manner. These multi-year projects started in 2024/2025 and continue to 2025/2026 where the three projects are expected to deliver the following:

1) Asset management planning approach

- Establishment of new asset classes for 2025/2026.
- Asset policy framework and supporting procedures and service levels.
- Detailed condition assessments.
- Review rates of asset consumption.
- Draft asset management plans.

2) Business systems and infrastructure

Creating capacity through the following:

- Upgrade and transition to Civica Authority Altitude and selected support applications.
- Upgrade of Enterprise Records Management System, and
- Transition to a SaaS (software as a service) solution.

3) Workforce planning framework

Developing organisational knowledge and creating efficiencies through the following:

- Undertake strategic assessment of services.
- Undertake service reviews and workforce analysis.

- Develop organisational workforce plan.

Visitor Servicing Model

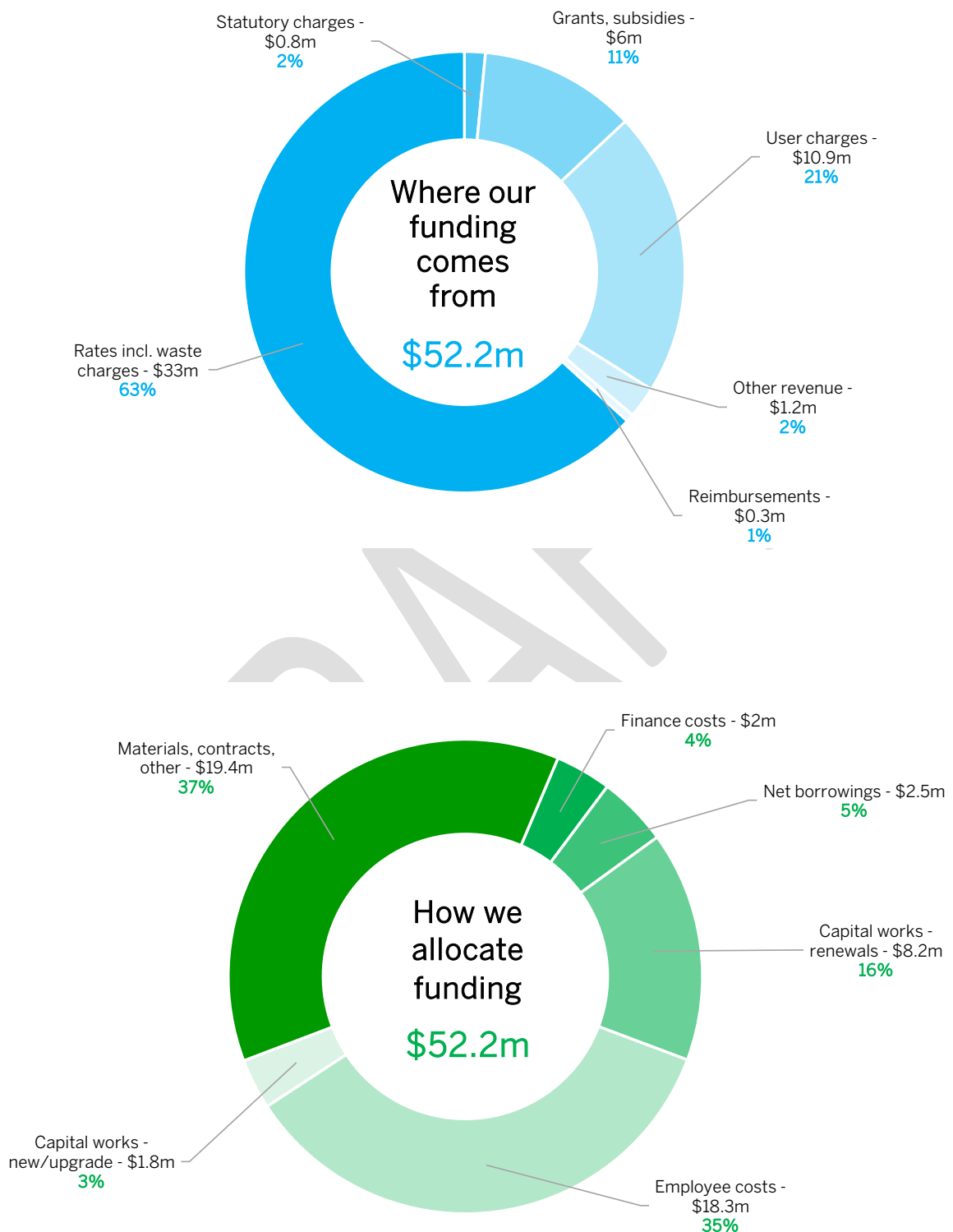
Council continues to transition to a new operating model for visitor servicing which includes a hub and spoke approach. This new approach was launched in 2024/2025 and will continue to be reviewed and phased in throughout 2025/2026 in conjunction with the Expression of Interest for community activation of the current Visitor Information Services, Lady Nelson site and completion of master planning for the Umpherston/Balumbul site.

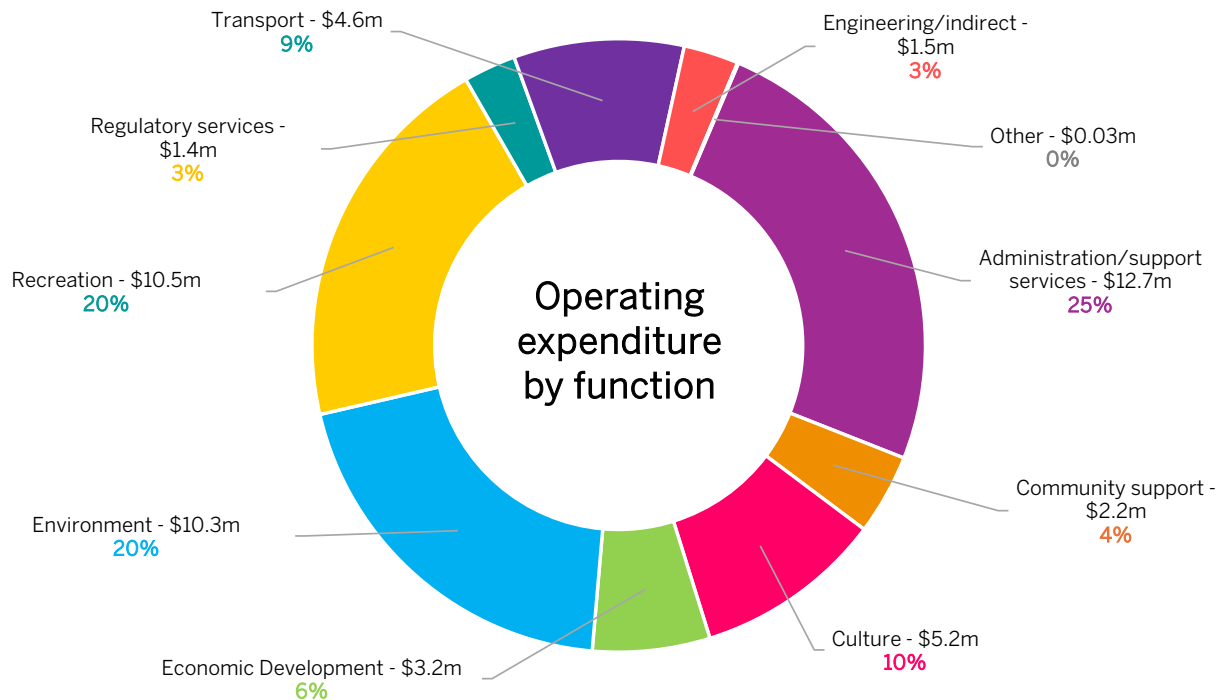
Waste and Resource Recovery Master Plan

At the time of preparation of this document, Council is reviewing the draft Waste and Resource Recovery Master Plan in readiness for adoption.

Wulanda Recreation and Convention Centre

Continued operation and activation of the Wulanda Recreation and Convention Centre. This will increase the ability for Mount Gambier to host major sporting competitions, conferences, events and performances providing significant social and recreational benefits and broader economic opportunities for local business. Council has resolved to include capital improvements to audio visual technologies to enable increased activation.





Definitions

Administration / Support Services - Governance, Elected Members, organisational, support services, accounting/finance, payroll, human resources, information technology, communication, rates administration, records, occupancy, customer service, other support services, revenues, separate and special rates.

Community Support - Public order and safety, crime prevention, emergency services, other fire protection, other public order and safety, health services, pest control – health, immunisation, preventive health services, other health services, community support, senior citizens facilities, children and youth services, community assistance, other community support, community amenities, bus shelters, cemeteries / crematoria, public conveniences, car parking – non-fee-paying and other community amenities.

Culture - Library services, other library services, cultural services, cultural venues, heritage, museums and art galleries and other cultural services.

Economic development - Regional development, tourism, visitor information and other economic development.

Environment - Animal/plant boards, waste management, domestic waste, green waste, recycling, transfer station, other waste management, other environment, stormwater and drainage, street cleaning, street lighting, street-scaping, Natural Resource Management levy, and other environment.

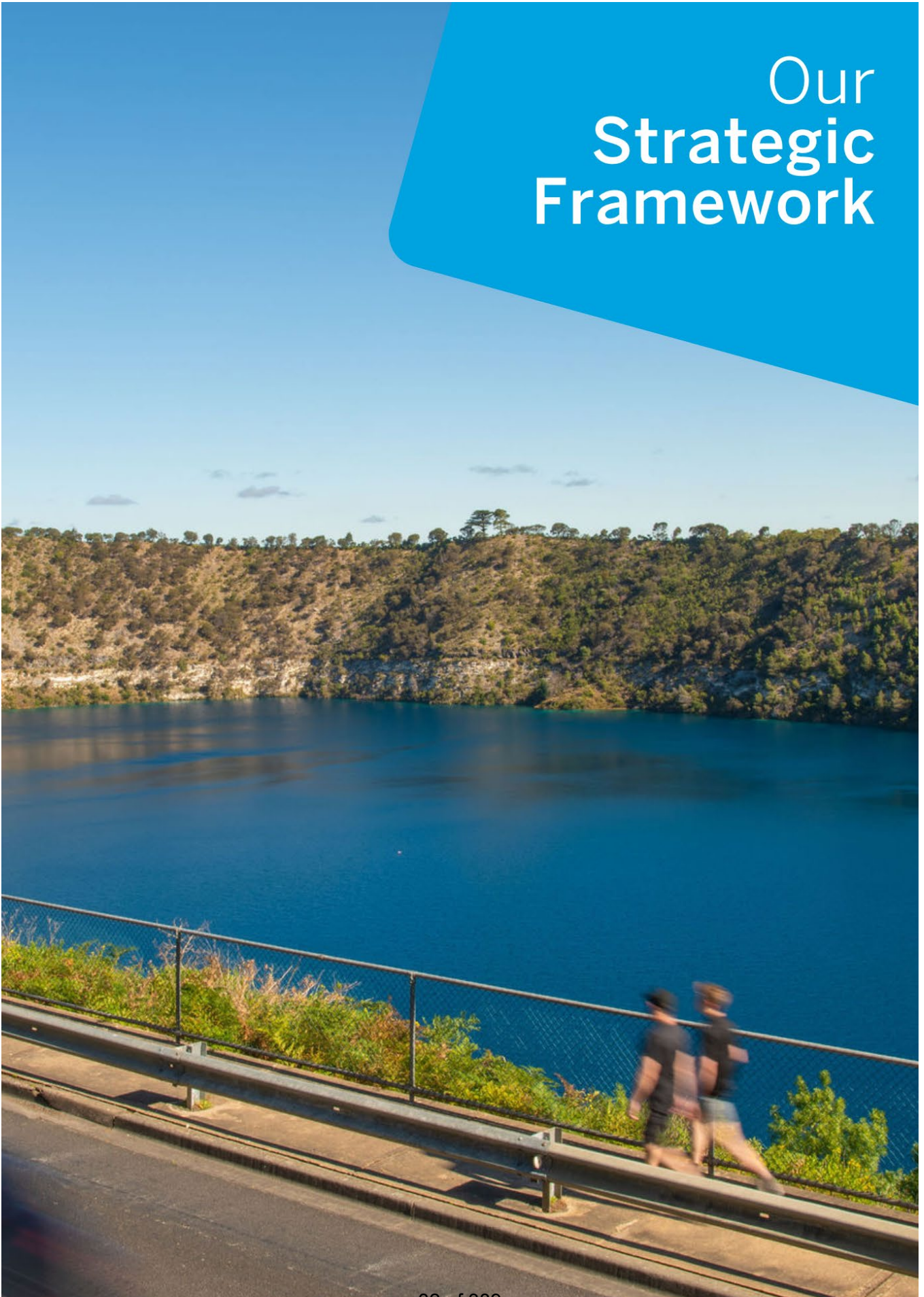
Recreation - Parks and gardens, sports facilities – indoor, sports facilities – outdoor, swimming centres – Outdoor, and other recreation.

Regulatory services - Dog and cat control, building control, town planning, clean air/pollution control, litter control, health inspection, parking control, and other regulatory services.

Transport - Footpaths and kerbing, roads – sealed, roads – formed, roads – natural formed, roads – unformed, traffic management and other transport.

Engineering / Indirect - Depot management, indirect and general plant cost not included in other functions.

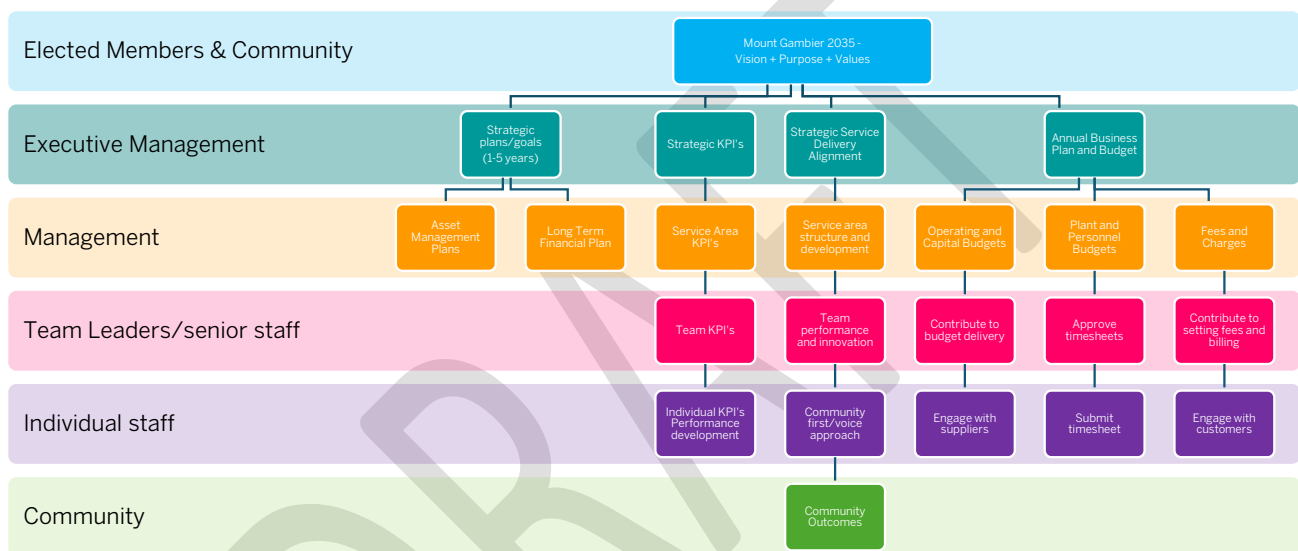
Our Strategic Framework



Shaping the future of Mount Gambier requires both vision and commitment to long-term planning. As South Australia's largest regional capital, our city plays a pivotal role in driving development and prosperity for the Limestone Coast region.

The 2024-2028 Strategic Plan, adopted in November 2024, focuses on six strategic priorities and responds to what the community told us we should focus on as we work towards the Community Vision, Mount Gambier 2035. It charts a path to achieve our long-term goals, focusing on the environment and liveability, fostering learning and innovation, enhancing infrastructure and services, stimulating economic and business growth and building a vibrant community—all guided by responsible leadership and governance.

Strategic document hierarchy



Mount Gambier 2035 – A community vision for our regional capital

- A volcanic past with a crystal clear future. In 2035, Mount Gambier is a connected hub nestled on the slopes of an ancient volcano; a haven of natural beauty. It is a place of stories, where our community is family, nurtured through growth, opportunity and connection.

The Mount Gambier community has developed a vision, Mount Gambier 2035, to shape our city's future based on its inherent strengths and shared values. This vision represents a collective agreement on what we want our community to look like in 2035.

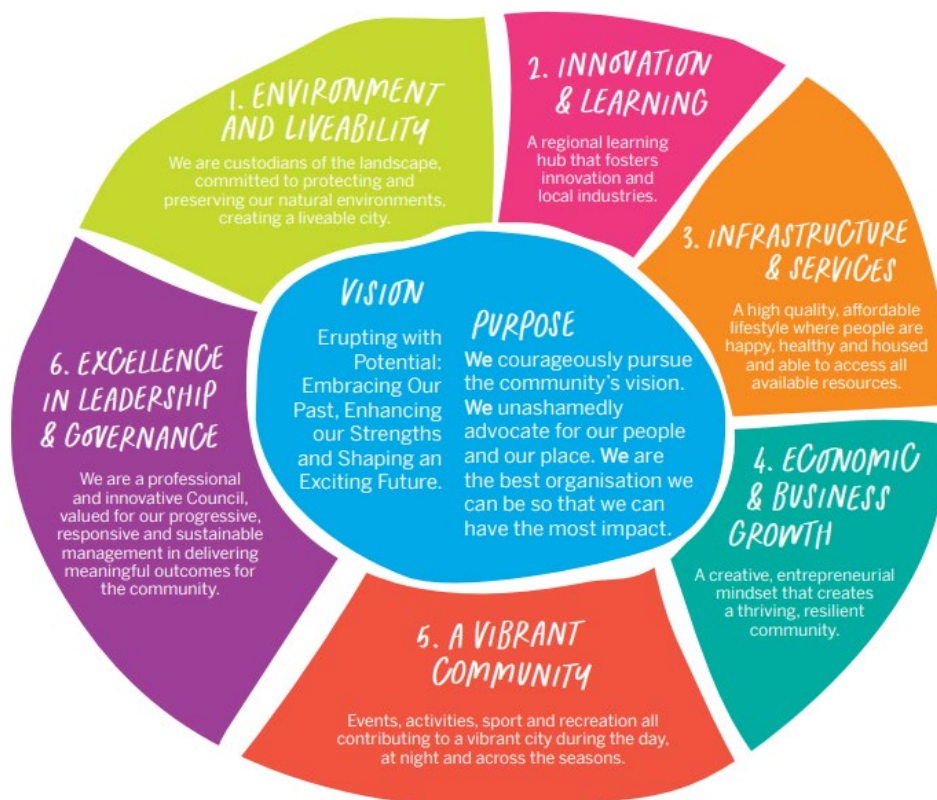
The Mount Gambier 2035 Community Vision was developed through extensive community engagement and serves as a foundational document for the Council. It informs our overarching strategic planning and reporting framework, ensuring that all Council activities and decisions are aligned with the community's goals and aspirations. The Council is proud to be the custodian of this community-led vision and is committed to using it as a guiding document for planning and decision-making. This vision informs our strategic plan, which in turn guides all of Council's strategic documents.

Strategic Plan 2024 - 2028 – Four years

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

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

These priorities include the five from the Community Vision – Mount Gambier 2035, along with a sixth priority highlighting Council's commitment to strong, accountable leadership and governance.



Long Term Financial Plan (LTFP) - 10 year forecast

The LTFP shows the financial impact of the implementation of the Strategic Plan over the next 10 years and incorporates key assumptions from the Strategic Plan and Asset Management Plans. The LTFP is reviewed by Council annually.

Asset Management Plans – 10 year forecast

Asset Management Plans identify the required future expenditure on infrastructure and funding required to maintain service levels. They are aligned with the LTFP.

DRAFT

Environment and Liveability

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

What success looks like as we work towards 2028:

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

Strategic Plan key projects to prioritise this year:

- Work with key stakeholder to progress the Vision and Guiding Principles of the Crater Lakes Activation Plan.
- Implementation of agreed actions under our Waste and Resource Recovery Strategy.
- Master planning for our resource recovery and waste management services to ensure best practice for the future.
- Review and update Community Land Management Plans.

Measures of success for this year:

- Utilise the endorsed vision and guiding principles to progress the Crater Lakes Activation Plan and delivery of supporting implementation plan.
- Reduction in waste to landfill from the previous year.
- Contemporary community land management plans are in situ.



Learning and Innovation

'A regional learning hub that fosters innovation and local industries.'

What success looks like as we work towards 2028:

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

Strategic Plan key projects to prioritise this year:

- Implementation of the Mount Gambier Library Strategy 2023 -2027 so that our library fosters curiosity and builds connections that deliver life shaping experiences for all.

Measures of success for this year:

- Recruit 10 diverse community advocates to participate in a story-sharing campaign that promotes the library as a welcoming and accessible place for all, with the goal of reaching 4,000 community members through social media and public screenings.



Infrastructure and Services

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

What success looks like as we work towards 2028:

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

Strategic Plan key projects to prioritise this year:

- Progression of the goals and priorities of our Affordable Housing Plan for Mount Gambier.
- Support the Regional Plan for Limestone Coast by guiding city growth, development and amenity needs, while promoting diverse housing options.
- Continue implementation of the goals and priorities outlined in the Sport, Recreation and Open Space Strategy.
- Continue to work with key stakeholders and advocate for funding support for the detailed design and implementation of the Blue Lake Sports Park Master Plan.
- Review and update our asset management planning framework to enhance our Infrastructure and Asset Management Plans ensuring that work programs are well planned and budgeted for delivery.
- Delivery of a refreshed Disability Access and Inclusion Plan underpinning our approach to disability access and inclusion.
- Review and implement renewed by-laws which respond to community needs by 2025.
- Develop and deliver a Property Management Strategy that informs Council's management, acquisition and disposal of community land and property.
- Progression and the implementation of the priorities and actions in the Shared Path Master Plan.
- Implementation of strategies and actions outlined in our Dog and Cat Management Plan.

Measures of success for this year:

- Asset Management Plans are fully funded.
- Deliver the adopted capital works program with regular reporting on Council on progress.
- Complete review and implementation of Council's by-laws by 31 December 2025.
- Develop Disability Access and Inclusion Plan (DAIP) and supporting implementation plan.
- Develop and adopt a Leasing and Licensing Policy which sets out Council's position with respect to the management of occupancy arrangements over Council land and facilities.
- Implementation of the shared path from the Rail Trail to O'Leary Road in accordance with the Shared Path Master Plan.
- Implement a subsidised desexing and microchipping program in partnership with the local veterinary community.



Economic and Business Growth

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

What success looks like as we work towards 2028:

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

Strategic Plan key projects to prioritise this year:

- Work with key stakeholders to create a master plan for Umpherston Sinkhole/Balumbul.
- Implementation of a hub and spoke visitor servicing model.
- Evolve a Retention, Attraction and Investment Framework and platform that promotes Mount Gambier as a key location to live, work, visit and invest.

Measures of success for this year:

- Develop a master plan for Umpherston Sinkhole/Balumbul.
- Complete a review following 12 months of operation of the tourism hub and spoke model and implement endorsed actions and recommendations.



A Vibrant Community

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

What success looks like as we work towards 2028:

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

Strategic Plan key projects to prioritise this year:

- Delivery of a CBD activation and master plan that transforms our CBD into a vibrant hub.
- Implementation a Riddoch Arts and Cultural Centre Strategy.
- Continue to pursue opportunities to reactivate the Mount Gambier Railway Station.
- Pursue community activation of the Lady Nelson site to accommodate the city's creative industries and/or historic collections management.

Measures of success for this year:

- Develop and adopt a CBD Master plan.
- Strengthen governance of arts and cultural experiences by developing and adopting best-practice policies for Collections, Exhibitions, Retail, and Public Art.
- Enhance the AV infrastructure at Wulanda Recreation and Convention Centre to support live entertainment in our city.



Excellence in Leadership and Governance

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

What success looks like as we work towards 2028:

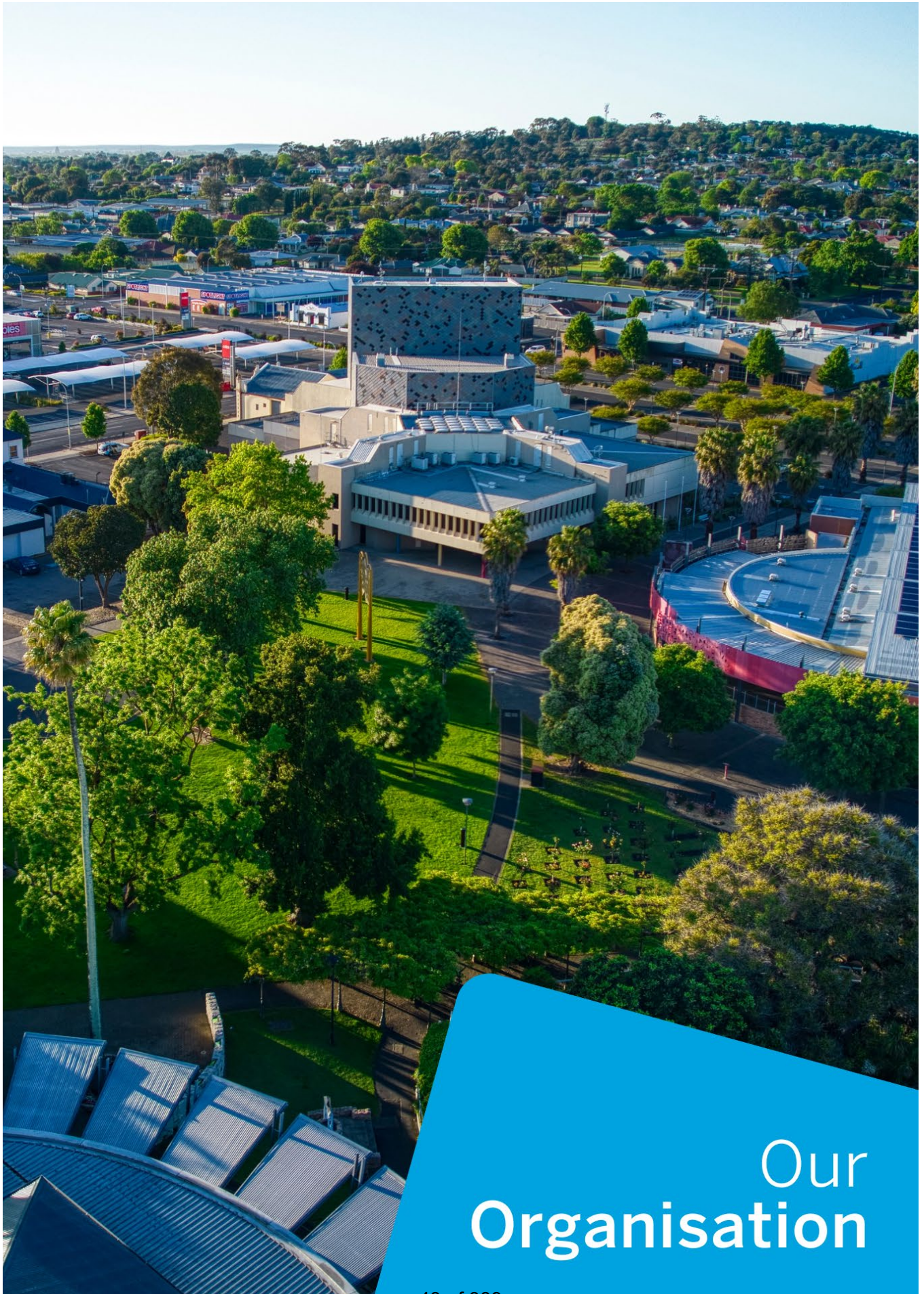
- We are a transparent and accountable organisation that makes informed decisions and demonstrates integrity through effective governance.
- We are a financially responsible organisation delivering sustainable, value-for-money services that meet community needs and uphold the principle of intergenerational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

Strategic Plan key projects to prioritise this year:

- Deliver business systems and infrastructure improvements that support us to deliver our services more efficiently and effectively to the community.
- Develop and implement a workforce planning framework that informs the skill and capability requirements council needs to deliver its services and programs.
- Develop and deliver our next Reconciliation Action Plan in partnership with the Yerkalalpata Community Reference Group.
- Continue to deliver improvements that enhance a 'Safety First' culture in accordance with our Work, Health Safety and Wellbeing Strategy.
- Update Council's Community Consultation and Engagement Policy to align with Local Government Association South Australia and Local Government Act Reforms.
- Continue to develop the leadership capability of our workforce in accordance with the Leadership Capability Framework.
- Continue the implementation of Council's Volunteer Management Plan to support and expand our volunteer workforce.
- Continue the implementation of Council's Media and Communications Strategy.

Measures of success for this year:

- Develop and adopt a new Advocacy Plan and continue to advocate for community opportunities and challenges.
- Complete business system upgrade of the Enterprise Records Management System and Civica Authority Altitude.
- Implementation of Service Review Framework with at least three comprehensive service reviews completed across the financial year.
- Develop and endorse Workforce Plan.
- Develop and endorse a renewed Reconciliation Action Plan.
- Deliver year two of the Volunteer Management Plan and report progress towards measures of success.



Our Organisation

The City of Mount Gambier will deliver the 2025/2026 Business Plan and Budget through our organisational structure, facilities and partnerships. The organisational structure comprises the Office of the Chief Executive Officer (CEO) and three portfolios each containing business units that deliver services and key focus areas supporting the Community, Strategic Plans, and legislative requirements.

Office of the Chief Executive Officer

The Office of the Chief Executive Officer (CEO) supports the CEO to lead the City of Mount Gambier in making informed decisions to deliver on Council's priorities and to foster productive partnerships with community, commerce, industry and government entities.

The Office of the CEO is supported by 4.76 FTEs plus an additional two FTEs or contractor equivalents for capacity building that may be reallocated to other portfolios pending priority. Key service functions provided by this portfolio include:

- Oversight and strategic direction,
- Organisational capacity building,
- Advocacy, partnerships and government relationships,
- Communication and media relations,
- Mayor, Elected Member and Council administration and support, and
- Civic protocols and events.

Office of the CEO	Income \$'000	Expense \$'000	TOTAL (net) \$'000
Elected Members	-	(276)	(276)
Organisational	346	(1,065)	(719)
Media and Communications	-	(383)	(383)
Total	346	(1,724)	(1,378)
% of overall budget	1%	3%	

Strategic Work Plan	Operating /Capital	Expense \$'000
Capacity building and resourcing	Operating	(245)
Media and Communications Strategy implementation	Operating	(20)
Total		(265)

Corporate and Regulatory Services

The Corporate and Regulatory Services portfolio plays a critical role in supporting the efficient, high-quality services and strategic insights that enhance the City of Mount Gambier's organisational capability, while fostering a culture of accountability, transparency and innovation.

The Corporate and Regulatory Services portfolio is supported by 39.17 FTEs. Key service functions provided by this portfolio include:

- Customer service,
- Development and health services,
- General inspectorate,
- Financial services and procurement,
- Corporate governance and risk management,
- Compliance and Freedom of Information,
- Technology infrastructure and records management,
- Human resource management,
- Organisational performance and development, and
- Business and strategic planning.

	Income '\$000	Expense '\$000	TOTAL (net) '\$000
General Manager Corporate and Regulatory Services	-	(376)	(376)
Financial Services/Revenue*	37,014	(4,845)	32,169
Organisational Development	-	(3,890)	(3,890)
Governance and Property	146	(1,068)	(922)
Development Services	524	(871)	(347)
General Inspectorate	372	(483)	(111)
Environmental Health	8	(250)	(242)
Total	38,064	(11,783)	26,281
% of overall budget	74%	23%	

*For the purposes of this table, Financial Services includes rates revenue and interest expense on all borrowings. Following the consultation period, an internal process is undertaken to apply full cost attribution to all outward facing services.

Strategic Work Plan	Operating / Capital	Expense '\$000
Leadership and Capability Framework	Operating	(15)
Rating Review	Operating	(10)
Workforce Planning Framework	Operating	(15)
Business Systems Review	Operating	(250)
Volunteer Management	Operating	(75)
Council By-Laws	Operating	(10)
Dog and Cat Management Plan	Operating	(10)
Property Management Strategy	Operating	(5)
Total		(390)

City Infrastructure

The City Infrastructure portfolio delivers essential services for our community, providing and maintaining infrastructure and waste management for our community to conduct business, live and work, partake in recreational activities in a clean, safe and attractive environment.

The City Infrastructure portfolio is supported by 77.67 FTEs. Key service functions provided by this portfolio include:

- Capital Works program,
- Parks and Gardens,
- Waste facility management,
- Kerbside collections – waste, recycling, Food Organics, Garden Organics (FOGO),
- ReUse Market,
- Building maintenance,
- Infrastructure maintenance,
- Asset management planning,
- Environment and sustainability,
- Streetscaping, cleaning and lighting,
- Traffic management and maintenance,
- Public conveniences,
- Cemeteries, and
- Plant, machinery and fleet management and maintenance.

	Income '\$000	Expense '\$000	TOTAL (net) '\$000
General Manager City Infrastructure	-	(1,624)	(1,624)
Council Works Administration	1	(152)	(151)
Waste and Reuse	6,460	(8,270)	(1,810)
Environmental Sustainability	61	(269)	(208)
Operations and Engineering	2,201	(11,992)	(9,791)
Cemeteries	948	(846)	102
Total *	9,555	(23,037)	(13,482)
% of overall budget	19%	45%	

*For the purposes of this table, following the consultation period, an internal process is undertaken to apply full cost attribution to all outward facing services. Revenue from the Waste Service Charge is reflected with all rates revenue raised in the Corporate and Regulatory Services Portfolio.

Strategic Work Plan	Operating / Capital	Expense '\$000
Asset Management Planning	Operating	(50)
Shared Path Master Plan	Capital	(402)
Total		(452)



People, Place and Liveability

The People, Place and Liveability portfolio value adds, by leading and enhancing a vibrant culture, thriving economy, creative and inclusive community. It leverages partnerships to build on opportunities to create positive experiences for all who choose to live, work and enjoy our city.

The People, Place and Liveability portfolio is supported by 32.55 FTEs. Due to the nature of services provided by this portfolio, Council estimates casual staff at an additional 5.26 FTE may be utilised. Key service functions provided by this portfolio include:

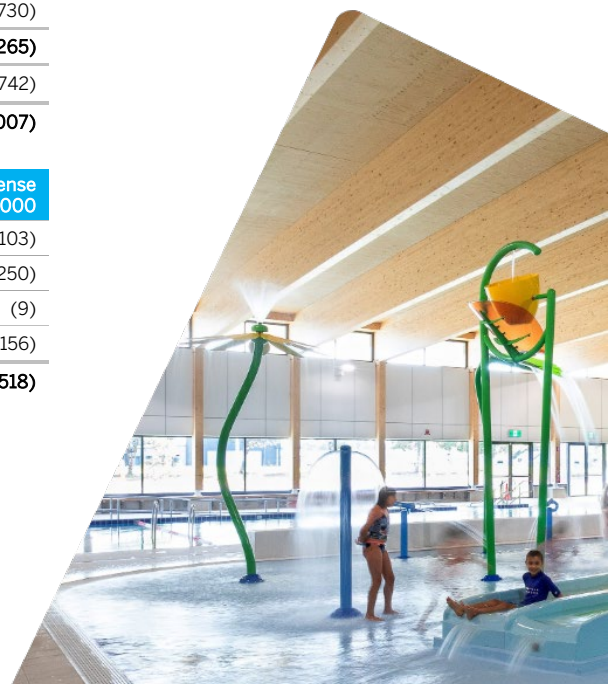
- Library operations and programming,
- Community engagement,
- Community development and assistance,
- Riddoch Arts and Cultural Centre,
- Economic development,
- Tourism activation and operations,
- Events and activations,
- Master planning and place making, and
- Cultural heritage and venues.

	Income '\$000	Expense '\$000	TOTAL (net) '\$000
General Manager People, Place and Liveability	-	(542)	(542)
Economy Strategy and Engagement	493	(3,671)	(3,178)
Riddoch Arts and Cultural Centre	109	(2,176)	(2,067)
Library and Community Development	213	(2,581)	(2,368)
Wulanda Recreation and Convention Centre*	2,923	(6,188)	(3,265)
Total	3,738	(15,158)	(11,420)
% of overall budget	7%	29%	

*All interest on borrowings has been included under Corporate and Regulatory Services. Interest covers both debt incurred for the construction of Wulanda and required in working capital as outlined below.

Wulanda Recreation and Convention Centre	'\$000
Operating (net)	(1,535)
Depreciation	(1,730)
Subtotal excl. Interest	(3,265)
Interest	(1,742)
Total	(5,007)

Strategic Work Plan	Operating / Capital	Expense '\$000
Visitor Servicing Model	Operating	(103)
Master planning and activation	Operating	(250)
Reconciliation Action Plan	Operating	(9)
Live entertainment	Capital	(156)
Total		(518)



Capital Works and Projects

Council is responsible for the management of a diverse asset portfolio that provides services and facilities for residents and visitors. It is essential that we manage and maintain our assets responsibly to maximise the value and service the community derives from them.

The annual capital works program is informed by:

- Elected Members and community input,
- Strategic Plan,
- The suite of Asset Management Plans,
- Long Term Financial Plan, and
- Prioritisation and capacity to deliver.

The capital works and projects budget identifies the amount of money that Council will invest in its long-term physical assets including renewal and new or upgraded assets.

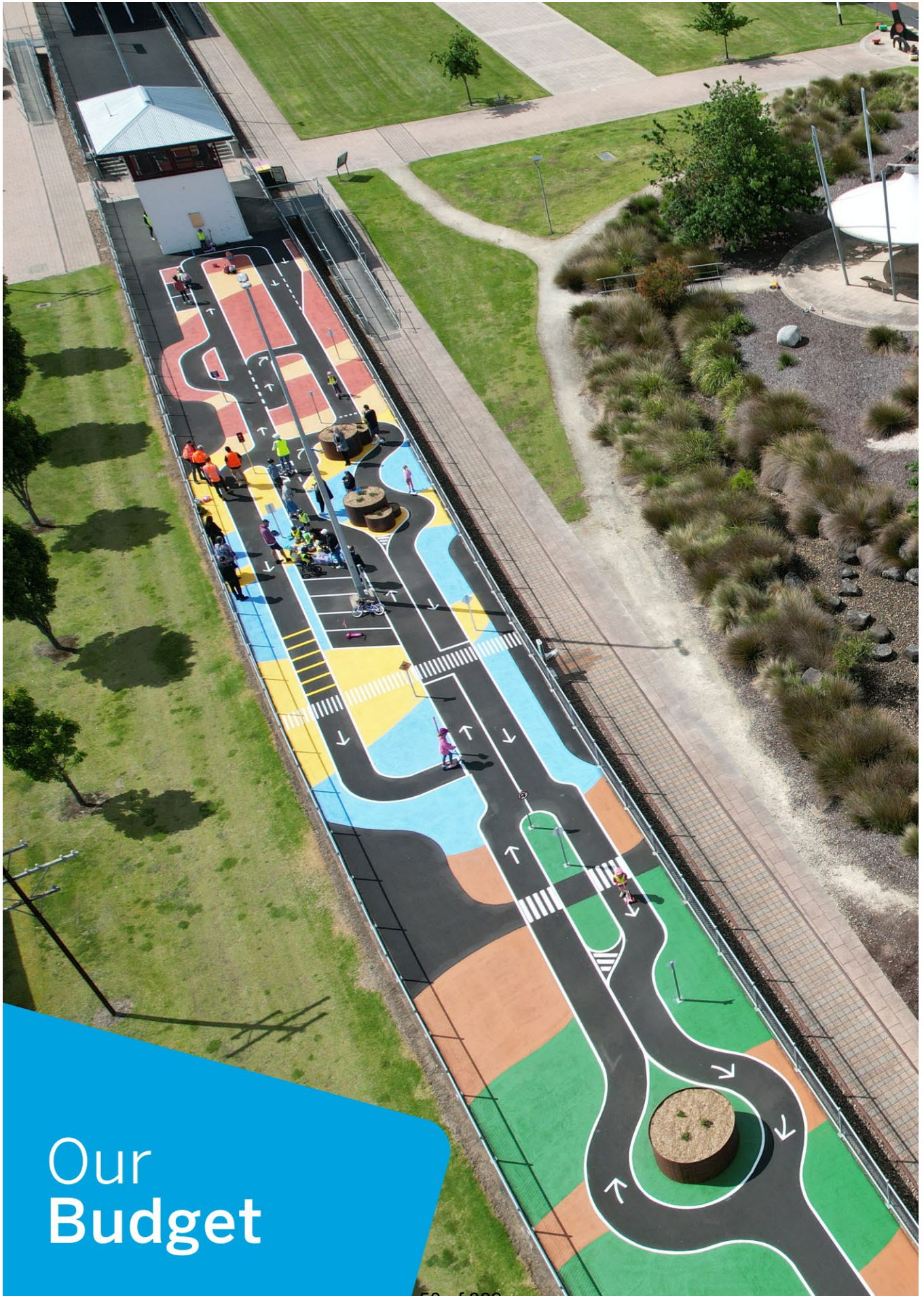
Renewal – refers to the amount of money that Council will spend in maintaining and replacing its existing asset base.

New/upgrade – refers to the amount of money Council will invest in new assets, or the upgrading of existing assets as identified through Council's strategies and plans.

Capital works and projects summary	Renewal \$'000	New/Upgrade \$'000	TOTAL \$'000
Buildings and structures	(2,162)	(596)	(2,758)
Caroline Landfill	-	(93)	(93)
Infrastructure	(3,638)	(402)	(4,040)
Office equipment (IT, furniture and fittings)	(70)	(50)	(120)
Other	(170)	-	(170)
Plant and equipment	(2,143)	(650)	(2,793)
Total capital	(8,183)	(1,791)	(9,974)
% of overall capital budget	82%	18%	

Capital works and projects		Expenditure \$'000	Funding \$'000	Net \$'000
Corporate and Regulatory Services		(120)	-	(120)
Office equipment (IT, furniture and fittings)	IT refresh program and new	(120)	-	(120)
City Infrastructure		(9,459)	1,303	(8,156)
Buildings and structures				
Playgrounds		(147)	-	(147)
Sport, recreation and open space	Pergola AF Sutton, Crater Lakes BBQ & viewing platform	(86)	-	(86)
Public lighting	Blue Lake solar lighting, Cave Gardens LED, Crater Lakes LED, Railway Lands LED	(361)	-	(361)
Carinya Gardens	Chapel crematorium design, mowing strips	(100)	-	(100)
Civic Centre lift	Second year of project	(106)	300	194
Civic Centre roof		(530)	-	(530)

Capital works and projects		Expenditure \$'000	Funding \$'000	Net \$'000
Depot	Roof, wash bay and workshop gantry	(383)	-	(383)
Public toilets	James Street	(364)	-	(364)
Bus shelter		(26)	-	(26)
Air conditioning	Annual renewals, various buildings	(52)	-	(52)
Sustainability initiatives		(50)	-	(50)
Waste Transfer Station	Awning and handwash facility	(93)	-	(93)
Wulanda Recreation and Convention Centre	Annual renewals	(85)	-	(85)
Infrastructure				
Roads	Roads to Recovery, reseal program, road reconstruction including Avey, Starline, Bertha, Fairlie, Reginald.	(3,050)	943	(2,107)
Boundary roads	O'Leary Road	(121)	60	(61)
Traffic control		(97)	-	(97)
Footpaths	Shared Path Master Plan and reseal program	(448)	-	(448)
Kerbing and channel		(52)	-	(52)
Other infrastructure	Retaining walls	(201)	-	(201)
Carparks	Alexander Street	(54)	-	(54)
Stormwater drainage		(17)	-	(17)
Other				
Crater Lakes bushfire rehabilitation	Rehabilitation and revegetation of the fire affected area	(80)	-	(80)
Mobile garbage bins		(70)	-	(70)
Plant and equipment				
Fleet	Includes x2 garbage compactors, x2 mowers, loader, street sweeper, tractor, tip truck, various utilities, vans and pool cars	(2,753)	-	(2,753)
Minor plant		(40)	-	(40)
Caroline Landfill	Design cell construction	(93)	-	(93)
People, Place and Liveability		(395)	-	(395)
Buildings and structures				
Engelbrecht Cave	Roofing	(26)	-	(26)
Library	Carpet, children's cave, mains water replacement	(193)	-	(193)
Wulanda Recreation and Convention Centre	Courts AV	(156)	-	(156)
Other				
Christmas decorations	Annual renewal program	(20)	-	(20)
TOTAL		(9,974)	1,303	(8,671)



Our
Budget

Summary

The proposed **general rate increase** will result in an **8.18%** increase in total rate revenue (excluding growth).

The proposed **Waste Service Charge** will result in a **10.61%** increase to **\$344** per applicable assessment.

The proposed net operating position will result in a **balanced budget**. This is an improvement on the current Long Term Financial Plan adopted June 2024 which targeted a minor operating deficit of (\$115,000).

Increased revenue and careful review of costs support:

- Inflationary pressures, and
- Additional capacity.

How the business plan and budget was prepared

The budget process was built from the bottom up using 2024/2025 operating budget as a base, with an update to incorporate ongoing changes. The LTFP was used to guide the preparation of the budget, setting targets for control and to ensure financial sustainability. The LTFP is paramount to assist Council in meeting borrowing covenants set by the Local Government Financing Authority (LGFA). This approach is consistent with previous years.

The strategic work plan was separately prioritised, with cost estimates applied and added to the base budget. These were also modelled through the LTFP where known cost implications could be reasonably applied.

At the same time, revenue assumptions, particularly fees and charges were reviewed to ensure cost recovery of user pay services to drive the relevant revenue components of the budget. Rates and the waste service charge - the most significant revenue input - was reviewed and modelled throughout the budget process.

Financial Sustainability Ratios

Operating Surplus Ratio

This financial indicator is useful in determining if current ratepayers are paying enough to cover products and services provided in each period.

Council set a target of achieving a positive operating result by 2026/2027, in line with its Treasury Management Policy and the LGFA loan conditions for the construction of the Wulanda Recreation and Convention Centre. Pleasingly, Council has achieved a balanced budget 12 months ahead of schedule, reflecting improved financial performance and strong fiscal management.

How is this ratio calculated?

Operating surplus before capital revenues as a percentage of total operating revenue.

Net Financial Liabilities Ratio

This financial indicator is useful in determining the level of indebtedness that Council has in comparison to its operating revenue. Council will achieve a net financial liabilities ratio of less than 100% of total operating revenue by 2025/2026 a year ahead of schedule to LGFA loan covenants and in alignment with Council's Treasury Management Policy.

How is this ratio calculated?

Net financial liabilities as a percentage of total operating revenue.

Asset Renewal Funding Ratio

This financial indicator is useful in determining if Council is maintaining all its assets. This is best demonstrated by comparing total capital renewal expenditure planned against Asset Management Plan requirements. Council will maintain an asset renewal funding ratio of greater than or equal to 100% of Asset Management Plan (aligned with Council's Treasury Management Policy).

How is this ratio calculated?

Capital expenditure on renewal or replacement of existing assets as a percentage of Asset Management Plan allocations.

Borrowings

Council undertook its largest borrowings to date in recent years to fund the Wulanda Recreation and Convention Centre, a significant new infrastructure project that the community will benefit from for many years to come. These borrowings are incorporated in our budget and longer term planning.

Borrowing is undertaken in accordance with our Treasury Management Policy.

Fees and charges

Our fees and charges are reviewed annually as an input to the Annual Business Plan and Budget. In recent years, Council has experienced increases in costs and in response to this, fees and charges need to be adjusted accordingly.

The review ensures that fees and charges:

- Recover the cost of service or incrementally move toward recovery,
- Are comparable with market rates and competitor neutrality,
- Are aligned with strategic and operational plans and policies,
- Take into account other influences such as environmental, community expectations, relevant legislation.

There are a number of fees and charges Council cannot directly influence. These are Statutory Fees and are set by the Government prescribed under other Acts.

A complete list of fees and charges is available for 2025/2026 is online at www.escosa.sa.gov.au

Risks

It should be noted that there are a number of risks that have not been considered in this year's Annual Business Plan and Budget as their impact at this time is unknown or pending further advice.

- Superannuation payable on Council committee member sitting fees, in particular required backpays. This will require a budget revision once finalised.
- Ongoing inflationary pressures and interest rates.
- The development of a Waste and Resource Recovery Master Plan has been identified as a key strategic project that is well underway. The comprehensive planning and analysis combined within the master plan, along with associated financial modelling will enable Council to minimise the risks associated with its waste services, particularly those of owning and operating a landfill.
- Legislative requirements on the remediation of overfilling of Caroline landfill cell were unknown at the time of the completion of this plan. Council will incur increased depreciation should waste be required to be shifted from the overfilled cell to an open cell equivalent to the amount of airspace consumed.
- Last year, costing principles for the allocation of internal costs to capital projects were introduced. While a base approach has been implemented and reflected in this budget, this will be reviewed, refined and improved over the coming years.
- Supply chain lead time on significant plant and equipment items may exceed the span of the financial year. This is due to Euro 6 compliance requirements on plant introduced and post COVID.
- Under new legislation Automated External Defibrillator (AED) devices are required to be installed on public buildings. At the time of budget preparation this impact was unknown in relation to both initial outlay and ongoing maintenance requirements. Council intends to apply for grant funding to assist with required implementation.
- At the time of preparation of this budget, Council was preparing community consultation on a proposed Cats By-Law. No inclusion has been incorporated for cat management in 2025/2026, pending results of the consultation process.
- SA Water infrastructure remains a pertinent issue for the region and could result in reduced development revenue for Council.
- An Expression of Interest is currently underway for the use of the Lady Nelson site.
- Civic Centre lift remains an ongoing capital project, with completion dependent on complex specialist engineering and structural works. Council continues to work closely with technical experts to ensure a safe and effective outcome. Final project costs are yet to be confirmed and will be determined upon completion of the detailed design and procurement phases.
- Council is in the final year of its current Enterprise Bargaining Agreement. Negotiations are scheduled to formally commence in July 2025, with implementation by December 2025.

ESCOSA

This year Council underwent independent review by the Essential Services Commission of South Australia (ESCOSA).

ESCOSA advised that our historic, current and projected financial performance is mostly sustainable and in forming this advice made six recommendations for consideration.

Recommendation 1: Disclose material changes to capital expenditure forecasts as part of its annual review and update to its long term financial plans.

Recommendation 2: Develop a plan to achieve cost saving measures and targets and report annually in the budget and the long term financial plans as appropriate, to provide evidence of controlling the growth in costs and achieving efficiencies across its operations and service delivery.

Recommendation 3: Review planned pace of repayment of debt, balancing rate increases, financial costs, an intergenerational equity.

Recommendation 4: Review depreciation assumptions and the underlying valuations and useful life data to ensure that depreciation accurately reflects the rate of asset consumption and ensure that asset renewal and replacement is fully funded.

Recommendation 5: Review pace of development of new and upgraded assets having regard to rates affordability, the affordability of the stream of future liabilities created by new and upgraded assets, and the need to prioritise and fully fund asset renewal and replacement.

Recommendation 6: Review approach to addressing financial sustainability risks in consultation with its community, with a view to limiting future increases in rates and improving affordability for ratepayers.

Response to ESCOSA recommendations

To ensure that our city continues to grow, improve and prosper, investment in new and upgraded assets is still required. We have reviewed the rate of new investment in the previous LTFP and asset management plans keeping in mind our capacity to deliver and the capacity of our ratepayers to service the level of investment. In light of this, previous inclusions for Sport, Recreation and Open Space (SROSS) have been updated as follows:

- Strategic project name changed from SROSS to Making Better Places Fund. This is to enable expansion of the use of funds across city wide projects and encompass renewal of existing assets.
- Split the anticipated spend of the funds across new and renewal. Previously it was assumed that all spend would be new, when in reality Council would leverage renewal of existing assets and add to the amenity and function with new. This split has been assumed at 50% renewal and 50% new.
- Extend the timeframe to three yearly intervals. Previously it was assumed that \$5m of SROSS new projects, offset by 50% grant funding would be achievable every two years. The Making Better Places project fund has now been extended to three yearly intervals in recognition that the length of time required to complete projects will likely span two years, with the first year for design and consultation. Further, a three yearly assumption for the receipt of 50% grant funding aligns better to the term of Government and availability of funding intervals.

As part of this budget and planning process, Council was already in the process of cost saving reviews and has since undertaken further efficiencies as follows:

- A formal review of the entire visitor servicing model will be completed 2025/2026, however, in the interim while it is in a transitional test and trial phase, opening hours have been adjusted to align with industry standards and off-peak periods. Further refinements will be made as part of the upcoming annual review, following collection of 12 months of data and master planning of the Umpherston Sinkhole/Balumbul site and Central Business District (CBD).
- We have recently engaged specialist consultants to negotiate new electricity contracts for our large sites with the purpose of reducing the impact on the Long Term Financial Plan due to no indexation increases on usage charges. The new contract also incorporates green energy, improving our environmental impact.
- We have recently renegotiated terms with our current banking services provider for a reduction in BPay fees. BPay fees are a major contributor to Council's bank fees and charges as the primary method used by ratepayers to pay their rates.
- We continue to follow good procurement principles that encourage competitive process with a view of obtaining best value for money.
- We continue to progress three strategic unlocking projects that will drive efficiency, improved data and decision making:
 - Asset management,
 - Business systems, and
 - Workforce planning.

The strategic unlocking projects are multi-faceted, multi-year projects. In recognition of this, Council has endorsed a reduction to indexation of asset valuations from CPI annually to 50% of CPI for the 2025/2026 financial year while work progresses on asset management with the prioritisation of reviewing asset useful lives compared to actual consumption, noting that depreciation compared to other councils in South Australia is at the higher end of the scale.

The current version of the LTFP incorporates 0.5% estimate for growth in assessments. Where actual growth exceeds this target, the amount in excess of growth will be used in 2025/2026 to reduce rates raised and not added to increase total rates raised.

Rates and Service Charges

Rate revenue is an integral part of Council's resourcing, accounting for more than 63% of total revenue. As a result, Council's rating strategy and policies are a key component of the annual planning process.

In determining rate revenue, consideration is given to both internal and external influences on Council including strategic management plans, stewardship of assets and infrastructure, provision of services to meet community expectation, taxation principles, capacity to pay and legislative compliance.

Every resident benefits in some part from the general amenity of the council area. This amenity includes the local economy, general council operations and the ability of every resident to use council facilities and infrastructure including parks, gardens, libraries, etc.

The 2025/2026 Annual Business Plan and Budget includes an 8.18% increase in general rate revenue (excluding growth) and 10.61% Waste Service Charge increase. Council plans to raise \$26.801 million from general rates (excluding Regional Landscape Levy and service charges).

Rates modelling

Methodology

Our rates are determined by multiplying the applicable **rate in the dollar** by the **capital valuation** of rateable land in the council area plus a **fixed charge** (as detailed below).

Valuation methods

Council has the option of adopting one of two valuation methodologies to assess the properties in its area for rating purposes:

- **Capital value** - The value of the land and all improvements on the land; or,
- **Annual value** - A valuation of the rental potential of the property.

Capital value is used as the basis for valuing land within the council area. This method is the most commonly used in South Australia and values the land and all of the improvements on the land. It is considered the fairest and most efficient method of distributing the rate responsibility across all ratepayers because:

- Relative wealth - Is the most appropriate measure of relative wealth in the community.
- Capacity to pay - As a measure of wealth, it most closely reflects the property owners' capacity to pay.
- Taxation principle - It equates with the taxation principle that people should contribute to community, social and physical infrastructure in accord with their capacity to pay as measured by property wealth.

Fixed charge

A component of the total rate will be a fixed charge on every rateable property. This fixed charge applies to all ratepayers and continues to raise less than half of the total rate revenue (before rebates and remissions) required for the 2025/2026 financial year. The reasons for including a fixed charge component are:

- Range of services - To deliver a range of services to the community, Council must maintain various internal support, infrastructure and administrative services. No particular group of ratepayers benefits more than any other from the provision of these services.
- Equal contribution – It is appropriate that all ratepayers contribute equally to the cost of administering Council's services and activities.

A fixed charge ensures all rateable properties pay a base amount to the cost of administering council activities and maintaining the services and infrastructure that supports each property.

Council is limited to the amount that can be raised by the fixed charge in that it cannot raise more than 50% of its general rate revenue from the fixed charge component. In 2025/2026 Council proposes to raise 38% of its general rate revenue by way of a fixed charge, same approach as the last financial year.

Total expected revenue							
	2024/2025	2025/2026	Change	2024/2025	2025/2026		Change
Fixed charge	\$9,370,607	\$10,184,407	8.68%	\$635	TBC	(q)	TBC

- (q) Fixed charge - A fixed charge can be levied against the whole of an allotment (including land under a separate lease or licence) and only one fixed charge can be levied against

two or more pieces of adjoining land (whether intercepted by a road or not) if they are owned by the same owner and occupied by the same occupier. Refer to the Rating Policy for details.

Differential (rate in the dollar)

In addition to a fixed charge, Council will declare differential general rates in the dollar according to the use of the land within the council area. In applying differential general rates, Council has considered and is satisfied that the rating system addresses the issue of consistency and comparability across all council areas, particularly as it relates to the various sectors of the business and wider community.

Council will declare differential general rates in the dollar based on the use of the land, as follows:

Category	Land Use Description
1	Residential
2	Commercial - Shop
3	Commercial – Office
4	Commercial – Other
5	Industrial - Light
6	Industrial – Other
7	Primary Production
8	Vacant Land
9	Other

The main reasons for applying differential rates are:

- Ability to pay,
- Potential income taxation deductions,
- Materially heavier/lighter use of services by, ratepayers/employees/customers/suppliers, and
- Provide a disincentive to withholding land from development.

	Total expected revenue			No. of rateable properties		Average per rateable property				Cents in the \$
	2024/ 2025	2025/ 2026	Change	2024/ 2025	2025/ 2026	2024/ 2025	2025/ 2026		Change	2025/ 2026

Land Use (General Rates - GROSS)

Residential	\$17,388,460	\$18,821,102	8.24%	12,953	TBC	\$1,342	TBC	(p)	TBC	TBC
Commercial - Shop	\$2,196,963	\$2,353,544	7.13%	473	TBC	\$4,644	TBC	(p)	TBC	TBC
Commercial - Office	\$458,782	\$544,704	18.73%	157	TBC	\$2,922	TBC	(p)	TBC	TBC
Commercial - Other	\$2,114,701	\$2,352,912	11.26%	456	TBC	\$4,637	TBC	(p)	TBC	TBC
Industry – Light	\$521,095	\$593,240	13.84%	147	TBC	\$3,544	TBC	(p)	TBC	TBC
Industry - Other	\$905,235	\$977,556	7.99%	99	TBC	\$9,143	TBC	(p)	TBC	TBC
Primary Production	\$65,715	\$68,886	4.83%	30	TBC	\$2,190	TBC	(p)	TBC	TBC
Vacant Land	\$755,846	\$824,103	9.03%	419	TBC	\$1,803	TBC	(p)	TBC	TBC
Other	\$253,658	\$265,023	4.48%	61	TBC	\$4,158	TBC	(p)	TBC	TBC
Total Land Use	\$24,660,455	\$26,801,070	8.68%	14,795	TBC	\$1,667	TBC	(p)	TBC	TBC

All items in red reflect current data available to Council. The most recent valuations available to Council at the time that Council adopts its budget under Section 167 of the Act will govern the assessment of rates for the financial year which will result in changes to the rate in the dollar and the distribution of general rates detailed in the table above.

Benchmarking

In previous years rating did not keep up with inflation, last year, modelling identified the need to increase rates more than double CPI over 2024/2025 and 2025/2026 to continue delivering services and meet covenants required by Local Government Financing Authority (LGFA). Last year aligned with previous years, average residential rates were significantly below the rural state average.

Expected Rates Revenue

Please note - The figures shown below represent a considered estimate of Expected Rate Revenue based on the most current information available at the time of going out to consultation on the DRAFT Annual Business Plan and Budget (ABP&B). This information is updated regularly and therefore these figures may be subject to confirmation at the time of actual adoption of the ABP&B (as per Section 167 of the Local Government Act 1999).

	2024/ 2025 (as adopted)	2025/ 2026	Notes	Change
General Rates Revenue				
General rates (existing properties)	\$24,660,455	\$26,801,070	(a)	8.68%
General rates (new properties)	0	\$TBC	(b)	
General rates (GROSS)	\$24,660,535	\$26,801,070	(c)	8.68%
Less: Mandatory rebates	(\$305,000)	(\$355,000)	(d)	
General rates (NET)	\$24,355,455	\$26,446,070	(e)	8.58%
	(e)=(c)+(d)			
Other Rates (Incl. Service Charges)				
Regional Landscape Levy	\$1,406,869	\$1,470,477	(f)	4.52%
Waste collection	\$4,455,575	\$4,955,320	(g)	
	\$28,811,110	\$31,401,390		
Less: Discretionary rebates	(\$17,000)	(\$40,000)	(l)	
Expected total rates revenue	\$28,791,110	\$31,361,390	(m)	8.92%
	(m)= (e)+(g)+(h)+(i)+(j) +(k)+(l)			

Notes

(a) General rates (existing properties) - In 2025/2026 this will reflect the revenue from properties that existed in 2024/2025. Please note that 2024/2025 has been restated so that year on year numbers are comparable.

(b) General rates (new properties) - In 2025/2026 this will include newly created assessments.

(c) General rates (GROSS) - General rates revenue prior to the application of any rebates, remissions or objections.

(d) Mandatory rebates - Councils are required under the *Local Government Act 1999* to provide a rebate to qualifying properties under a number of categories. The rates which are foregone via mandatory rebates are redistributed across the ratepayer base (i.e. all other ratepayers are subsidising the rates contribution for those properties who receive the rebate). Please refer to R155 Rate Rebate Policy for further details.

(e) General rates (NET) - Presented as required by the Local Government (Financial Management) Regulations 2011 reg 6(1)(ea). Please note: The percentage figure in (e) relates to the change in the total amount of general rates revenue to be collected from all rateable

properties, not from individual rateable properties (i.e. individual rates will not necessarily change by this figure).

(f) Regional Landscape Levy - Councils are required under the Landscape South Australia Act 2019 to collect the levy on all rateable properties on behalf of the State Government. The levy helps to fund the operations of regional landscape boards who have responsibility for the management of the State's natural resources. Council collects this levy on behalf of State Government and does not retain the revenue nor determine how the revenue is spent.

(g) Waste collection (Waste Service Charge) Waste management is one of the largest costs to the community and Council encourages ratepayers to consider their personal environmental impact and the associated costs. This service charge of **\$344** is intended to cover costs including bin collection, waste treatment and disposal and maintaining, improving and replacing the service.

(l) Discretionary rebates - A council may grant a rebate of rates or service charges in a number of circumstances. The rates which are foregone via Discretionary Rebates are redistributed across the ratepayer base (ie. all other ratepayers are subsidising the rates contribution for those properties who receive the rebate). Please refer to R155 Rate Rebate Policy for further details.

(m) Expected total rates revenue - Excludes other charges such as penalties for late payment and legal and other costs recovered. It also excludes a provision for objections.

Estimated growth in number of rateable properties

	2024/ 2025 (as adopted)	2025/ 2026	Notes	Change
Number of rateable properties	14,795	TBC	(n)	TBC
	<i>Actual</i>			

At this stage Council has not received final data from the Office Valuer General and as such the estimated number of rateable properties is not available at this time. To be updated for the 2025/26 Annual Business Plan to be adopted by Council.

Notes

(n) "Growth" - As defined in the Local Government (Financial Management) Regulations 2011 reg 6(2) is defined in the regulations as where new properties have been created which has added rateable properties to Council's ratepayer base. Growth can also increase the need and expenditure related to infrastructure, services and programs which support these properties and residents.

(o) Average per rateable property - Calculated as general rates for a category, including any fixed charge but excluding any separate rates, divided by number of rateable properties within that category in the relevant financial year.

Estimated average general rates per rateable property

	2024/ 2025 (as adopted)	2025/ 2026	Notes	Change
Average per rateable property	\$1667*	TBC	(o)	TBC
		(o)=(c)/(n)		

*Does not include WSC.

Property valuations - Councils use property valuations to calculate each rateable property's contribution to the required rate revenue total.

Rates apportionment - Councils do not automatically receive more money because property values increase, but this may alter how rates are apportioned (or divided) across each ratepayer (ie. some people may pay more or less rates, this is dependent on the change in value of their property relative to the overall valuation changes across the council area).

Total general rates - The total general rates paid by all rateable properties will equal the amount adopted in the budget.

The estimated 'average' - This is based on the total of all rateable properties and is therefore not necessarily indicative of either the rate or change in rates that individual ratepayers will experience. It should be noted (as above) that Council has not calculated an estimate of number of rateable properties. At this stage, the calculations have been estimated on the most recent data provided by the Office of the Valuer General.

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Appendices



\$'000	2023/2024	2024/2025	2025/2026
	Actuals	Budget Revision 2	Budget
Income			
Rates	26,488	30,325	32,998
Statutory Charges	781	846	844
User Charges	9,179	10,317	10,938
Grants, Subsidies and Contributions - Capital	559	588	955
Grants, Subsidies and Contributions - Operating	1,102	9,094	4,995
Investment Income	54	78	56
Reimbursements	1,230	1,195	276
Other Income	2,668	716	642
Total Income	42,061	53,159	51,703
Expenses			
Employee Costs	19,320	16,964	18,346
Materials, Contracts & Other Expenses	15,292	20,195	19,403
Depreciation, Amortisation & Impairment	10,795	11,950	11,997
Finance Costs	1,822	2,027	1,957
Total Expenses	47,229	51,136	51,703
Operating Surplus / (Deficit)	(5,168)	2,022	0
Less: Grants, Subsidies and Contributions - Capital	(4,355)	(588)	(955)
Adjusted Operating Surplus / (Deficit)	(9,523)	1,434	(955)
Net Outlays on Existing Assets			
Capital Expenditure on renewal and replacement of Existing Assets	(3,528)	(9,438)	(8,184)
Depreciation, Amortisation and Impairment	10,795	11,950	11,997
Grants, Subsidies and Contributions - Capital Renewal	-	588	955
Proceeds from Sale of Replaced Assets	110	454	508
	7,377	3,555	5,276
Net Outlays on New and Upgraded Assets			
Capital Expenditure on New and Upgraded Assets	(6,188)	(3,753)	(1,791)
Amounts Received Specifically for New and Upgraded Assets	-	-	-
Grants, Subsidies and Contributions - Capital New / Upgraded	216	-	-
	(5,972)	(3,753)	(1,791)
Net Lending / (Borrowing) for Financial Year	(8,118)	1,236	2,530

\$'000	2023/2024	2024/2025	2025/2026
	Actuals	Budget Revision 2	Budget
Income			
Rates	26,488	30,325	32,998
Statutory Charges	781	846	844
User Charges	9,179	10,317	10,938
Grants, Subsidies and Contributions - Capital	559	588	955
Grants, Subsidies and Contributions - Operating	1,102	9,094	4,995
Investment Income	54	78	56
Reimbursements	1,230	1,195	276
Other Income	2,668	716	642
Net Gain - Equity Accounted Council Businesses	-	-	-
Total Income	42,061	53,159	51,703
Expenses			
Employee Costs	15,292	16,964	18,346
Materials, Contracts & Other Expenses	19,320	20,195	19,403
Depreciation, Amortisation & Impairment	10,795	11,950	11,997
Finance Costs	1,822	2,027	1,957
Net Loss - Equity Accounted Council Businesses	-	-	-
Total Expenses	47,229	51,136	51,703
Operating Surplus / (Deficit)	(5,168)	2,022	0
Asset Disposal & Fair Value Adjustments	(1,475)	(67)	-
Amounts Received Specifically for New or Upgraded Assets	216	-	-
Physical Resources Received Free of Charge	2,053	1,000	1,200
Operating Result from Discontinued Operations	-	-	-
Net Surplus / (Deficit)	(4,374)	2,955	1,200
Other Comprehensive Income			
Changes in Revaluation Surplus - I,PP&E	45,425	-	5,643
Share of Other Comprehensive Income - Equity Accounted Council Businesses	-	-	-
Movements in Other Reserves	(177)	-	-
Total Other Comprehensive Income	45,248	-	5,643
Total Comprehensive Income	40,874	2,955	6,843
Operating Surplus / (Deficit) Excl. Capital Grants	(5,727)	1,434	(955)

\$'000	2023/2024	2024/2025	2025/2026
	Actuals	Budget Revision 2	Budget
Current Assets			
Cash and Cash Equivalents	270	500	500
Trade and Other Receivables	2,531	2,502	2,681
Inventories	76	78	80
Assets Held for Sale	335	-	-
Total Current Assets	3,212	3,079	3,261
Non-Current Assets			
Equity Accounted Investments in Council Businesses	-	-	-
Infrastructure, Property, Plant & Equipment	445,641	450,287	454,781
Other Non-Current Assets	-	-	-
Total Non-Current Assets	445,641	450,287	454,781
Total Assets	448,853	453,366	458,041
Current Liabilities			
Trade & Other Payables	5,317	5,111	5,854
Borrowings	9,986	14,590	15,319
Provisions	3,561	3,664	3,756
Other Current Liabilities	-	-	-
Total Current Liabilities	18,864	23,366	24,929
Non-Current Liabilities			
Borrowings	27,079	21,241	18,458
Provisions	1,608	4,502	3,553
Liability - Equity Accounted Council Businesses	-	-	-
Total Non-Current Liabilities	28,687	25,743	22,011
Total Liabilities	47,551	49,109	46,941
Net Assets	401,302	404,257	411,101
Equity			
Accumulated Surplus	87,287	90,242	91,442
Asset Revaluation Reserves	312,693	312,693	318,336
Other Reserves	1,322	1,322	1,322
Total Equity	401,302	404,257	411,101

\$'000	2023/2024	2024/2025	2025/2026
	Actuals	Budget Revision 2	Budget
Accumulated Surplus			
Balance at the end of previous reporting period	87,644	87,287	90,242
Net result for the year	(4,374)	2,955	1,200
Transfers from other reserves	4,017	-	-
Balance at the end of the period	87,287	90,242	91,442
Asset Revaluation Reserve			
Balance at the end of previous reporting period	271,174	312,693	312,693
Gain (Loss) on Revaluation of I, PP&E	41,519	-	5,643
Balance at the end of period	312,693	312,693	318,336
Other Reserves			
Balance at the end of previous reporting period	1,610	1,322	1,322
Transfers from Accumulated Surplus	(288)	-	-
Balance at the end of period	1,322	1,322	1,322
Total Equity at end of reporting period	401,302	404,257	411,101

\$'000	2023/2024	2024/2025	2025/2026
	Actuals	Budget Revision 2	Budget
Cash Flow from Operating Activities			
Receipts			
Rates	26,501	30,354	32,819
Statutory Charges	781	846	844
User Charges	9,179	10,317	10,938
Grants, Subsidies and Contributions - Operating	1,102	9,094	4,995
Investment Income	54	78	56
Reimbursements	1,230	1,195	276
Other Income	1,349	716	642
Payments			
Payments for Employees	(14,663)	(16,964)	(18,346)
Payments for Materials, Contracts & Other Expenses	(19,843)	(20,349)	(19,720)
Finance Payments	(1,719)	(1,828)	(1,757)
Net Cash Provided By (or Used In) Operating Activities	3,971	13,459	10,746
Cash Flow from Investing Activities			
Receipts			
Amounts Received Specifically for New / Upgraded Assets	216	-	-
Grants, Subsidies and Contributions - Capital	307	588	955
Sale of Replaced Assets	110	454	508
Payments			
Expenditure on Renewal / Replacement of Assets	(3,528)	(9,438)	(8,184)
Expenditure on New / Upgraded Assets	(6,188)	(3,753)	(1,791)
Net Cash Provided By (or Used In) Investing Activities	(9,083)	(11,813)	(8,512)
Cash Flow from Financing Activities			
Receipts			
Proceeds from CAD	-	-	638
Proceeds from Borrowings	8,438	4,750	3,000
Payments			
Repayment of CAD	-	(255)	-
Repayment of Borrowings	(2,930)	(5,729)	(5,691)
Repayment of Lease Liabilities	(202)	(181)	(181)
Net Cash Provided By (or Used In) Financing Activities	5,306	(1,415)	(2,234)
Net Increase (Decrease) in Cash Held	194	230	0
Cash & Cash Equivalents at the Beginning of Period			
Cash & Cash Equivalents at the End of Period			
Net Cash Flow before Financing Activities and Interest Payments	(3,393)	3,473	3,991
Inflows	40,829	53,977	52,031
Outflows	(44,222)	(50,504)	(48,040)

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1. INTRODUCTION

Councils are required to raise revenue for governance, administration and the delivery of goods and services to the community.

Council's major source of revenue is Rates, derived as a tax on land within the Council area. All ratepayers receive benefits from paying rates, but those benefits are consumed in different quantities and types over the life of the ratepayer.

This document sets out the policy of the City of Mount Gambier ("Council") for setting and collecting rates from its community.

2. PURPOSE

Chapter 10 of the *Local Government Act 1999* ("the Act") prescribes Council's powers to raise rates. The Act provides the framework within which the Council must operate, but also leaves room for the Council to make a range of policy choices. This document includes reference to:

- Compulsory features of the rating system.
- The policy choices that the Council has made on how it imposes and administers the collection of rates.

3. SCOPE

Strategic Focus

In determining a suitable Rating Policy, Council has taken into consideration:

- The Council's Strategic Management Plan
- Council's Long Term Financial Plan
- Council's Annual Business Plan and Budget
- Council's Treasury Management Policy
- Required funding for future Asset Replacement (Infrastructure and Asset Management Plan)
- The current economic climate of our City and its district
- The specific issues faced by our community
- The impact of general rate increases upon our community, either generally or for specific classes of the community
- The impact of rates on our community and the need to balance our community's capacity to pay with the needs and desires of the wider interests that form our community.
- Local Government advice from Essential Services Commission of South Australia (ESCOSA)

There will continue to be economic pressures applying to the Council in a number of ways that will have an impact on the Council's budget and as a result will place pressure on rates.

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4. POLICY STATEMENT

4.1 Communication of the Policy

Section 123 of the Local Government Act 1999 requires a Council to prepare an Annual Business Plan and Budget. As per Section 123 (2) (d) of the Act, the Annual Business Plan must set out the rates structure and policies for the financial year. A summary of the Annual Business Plan must be included with the first rates notice.

4.2 Method Used to Value Land

Councils may adopt one of two valuation methodologies to value the properties in their areas. They are:

- Capital Value – the value of the land and all the improvements on the land.
- ~~Site Value – the value of the land and any improvements which permanently affect the amenity of use of the land, such as drainage works, but excluding the value of buildings and other improvements.~~
- Annual Value – a valuation of the rental potential of the property.

The City of Mount Gambier has decided to continue to use Capital Value as the basis for valuing land within the Council area. The Council considers that this method of valuing land provides the fairest method of distributing the rate burden across all ratepayers because property value is considered a reasonable indicator of income and capital value, which closely approximates the market value of a property and provides the best indicator of overall property value.

4.3 Adoption of Valuation

The City of Mount Gambier will adopt the most recent valuations made by the Valuer-General. If a ratepayer dissatisfied with the valuation made by the Valuer-General then the ratepayer may object to the valuation referred to in the rate notice by writing served personally or by post on the Valuer-General within 60 days after the date of service of the notice, provided they have not:

- previously received a notice or notices under the *Local Government Act 1999* referring to the valuation and informing them of a 60-day objection period, the objection period is 60 days after service of the first such notice; or
- Previously had an objection to the valuation considered by the Valuer-General.

The Valuer-General may extend the 60-day objection period where it be shown there is reasonable cause to do so by a person entitled to make an objection to a valuation.

Objections can be submitted to the Office of the Valuer-General via:

Online: www.valuergeneral.sa.gov.au

Email: OVGobjections@sa.gov.au

Post: GPO Box 1354, Adelaide 5001

Fax: 08 8115 5709

In Person: Land Services SA, Level 9, 101 Grenfell Street, Adelaide

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4.4 Objection to Valuation

A person may object to a valuation of the Valuer-General by notice in writing, setting out the full and detailed grounds for objection, including any supporting information, and the Valuer-General must consider the objection. If the person then remains dissatisfied with the valuation the person has a right to a review. Applications must be made within 21 days of receipt of the notice of the decision (in relation to the objection) from the Valuer-General. A payment of the prescribed fee for the review to be undertaken together with the review application must be lodged in the State Valuation Office, who will then refer the matter to an independent Valuer. If the person remains dissatisfied with the valuation then they may apply to the South Australian Civil and Administrative Tribunal (SACAT) for a review of the decision.

The address of the Office of the Valuer-General is:

Online: www.valuergeneral.sa.gov.au

Email: OVGObjections@sa.gov.au

Post: GPO Box 1354, Adelaide 5001

Fax: 08 8115 5709

In Person: Land Services SA, Level 9, 101 Grenfell Street, Adelaide

The Council has no role in the valuation review process & the lodgement of an objection does not change the due date for payment of rates.

4.5 Notional Values

Certain properties may be eligible for a notional value under the Valuation of Land Act 1971. This can relate to certain primary production land or where there is State heritage recognition. A notional value is generally less than the capital value and generally results in a reduced rate liability being incurred.

Application by the ratepayer for a notional value must be made to the Office of the Valuer-General.

The address of the Office of the Valuer-General is:

Online: www.valuergeneral.sa.gov.au

Email: OVGObjections@sa.gov.au

Post: GPO Box 1354, Adelaide 5001

Fax: 08 8115 5709

In Person: Land Services SA, Level 9, 101 Grenfell Street, Adelaide

4.6 Business Impact Statement

Current Economic Environment

Council will consider the impact of rates on all businesses in the Council area, including industry, commercial and primary production sections. In considering the impact, Council will assess the following matters:

- Those elements of Council's Strategic Management Plan relating to business development.
- Relevant economic forecast reports.

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- Council's recent development approval trends.
- The operating and capital projects and new programs for the coming year that will principally benefit industry and business development.
- Valuation changes.
- Consumer Price Index (CPI) and Local Government Price Index (LGPI) Movements.

Council recognises the importance of supporting and encouraging a diverse and healthy business sector.

4.7 Council's Revenue Raising Powers

All land within a council area, except for land specifically exempt (e.g. Crown land, Council occupied land and other land prescribed in the Local Government Act – refer Section 147 of the Act), is rateable. The Local Government Act provides for a Council to raise revenue for the broad purposes of the Council through a general rate, which applies to all rateable properties, or through differential general rates, which apply to classes of properties. In addition, Council can raise separate rates, for specific areas of the Council or service rates or charges for specific services. The Council also raises revenue through fees and charges, which are set giving consideration to the cost of the service provided and any equity issues. The list of applicable fees and charges is available at the Mount Gambier Civic Centre, 10 Watson Terrace, Mount Gambier or on our website at www.mountgambier.sa.gov.au. A Goods and Services Tax at a rate determined under the Goods and Services Tax Act 1999 will be charged on those fees not given exemption under the Act.

4.8 Fixed Charge

Council has decided that a component of the total rate will be a fixed charge on every rateable property. The fixed charge affects most ratepayers and must not, in relation to any financial year, raise more than half of total rate revenue (before rebates and remissions).

Section 152 of the Act provides for a fixed charge component of rates. Council's reasons for including a fixed charge component are:

- To be able to deliver a range of services to the community, Council must maintain a range of internal support and administrative services. No particular group of ratepayers benefit more than any other group of ratepayers by the provision of the support and administrative services.
- The Council therefore considers it appropriate that all ratepayers contribute equally to the cost of administering Council's activities and services.

The fixed charge will affect all ratepayers and is set to raise less than one half of total rate revenue.

The fixed charge is uniformly paid by each ratepayer, irrespective of capital value, has the effect of limiting the impact changes in valuation have on individual assessments.

Where two or more adjoining properties have the same owner and occupier only one fixed charge is payable by the ratepayer.

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Applications for “adjoining properties” must be in writing addressed to Chief Executive Officer (as per 4.25 of this Policy) and will only be considered by Council within the relevant financial year received.

No application will have an effect on past fixed charges assessed.

4.9 Differential General Rates

In addition to the use of a Fixed Charge, Council will declare differential general rates in the dollar according to the use of the land. The Local Government Act 1999, allows councils to differentiate rates based on the use of the land, the locality of the land or on the use and locality of the land. Current categories of land use defined by the Local Government (General) Regulations 1999 are:

1. Residential
2. Commercial-Shops
3. Commercial-Office
4. Commercial-Other
5. Industrial-Light
6. Industrial-Other
7. Primary Production
8. Vacant Land
9. Other.

Councils rationale for differential rates is to provide consideration to:

- Ability to pay;
- Potential income taxation deductions;
- Materially heavier/lighter use of services by ratepayers/employees/customers/suppliers; and,
- Provide a disincentive to withholding land from development.

4.10 Land Use

Land use is a factor to levy differential rates and is provided by the Office of the Valuer-General. If a ratepayer is of the opinion that a particular land use has been wrongly attributed to the ratepayer’s land by the council for the purpose of levying differential rates, the ratepayer may object to the attribution of that land use.

Council is responsible for accepting objections to land use. Your objection must be lodged in writing and directed to Council within 60 days of being notified of the land use.

The Office of the Valuer General provides “Objection to Land Use” fact sheets in an aim to provide assistance in understanding the process to undertake if you are dissatisfied with the land use. Details are available from the Office of the Valuer General online via [FactSheet-LandUseCodes.PDF \(valuergeneral.sa.gov.au\)](#) or by contacting the Office of the Valuer General directly:

Online: www.valuergeneral.sa.gov.au

Post: GPO Box 1354, Adelaide 5001

Fax: 08 8115 5709

In Person: Land Services SA, Level 9, 101 Grenfell Street, Adelaide

Note: Lodgement of an objection does not change the due date for the payment of rates.

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4.11 Minimum Rate

Council does not use the minimum rate provisions, instead Council uses the combination of fixed charge and valuation based rating.

4.12 Limestone Coast Landscape Levy

From 1 July, 2020 the new *Landscape South Australia Act 2019* replaced the *Natural Resource Management Act 2004*. The Council is in the new Limestone Coast Landscape area and is required under the new Act to make a specified annual contribution to their Regional Landscape Board. As such, Council collects the levy on behalf of the State Government for no gain to Council.

The Council is simply operating as a revenue collector for the Landscape Levy in this regard. It does not retain this revenue nor determine how the revenue is spent.

4.13 Service Charges

In accordance with Section 155 of the Act a Council may impose a service rate on rateable land within its area for a **prescribed service**. A prescribed service is described as treatment or provision of water, collection, treatment or disposal of waste, a television transmission service or any other service prescribed by the regulations for the purposes of this definition.

Council is focused on environmentally sound waste management practices and will impose a Waste Service Charge (WSC) as a tool to become more responsive to waste management related costs and share the costs and benefits within the community.

The WSC will be charged on the basis of the service being available at the property. It will exclude vacant land and primary production where there is no dwelling on the land and will be charged irrespective if the land owner/occupier is using the service or not. Charge will be for full financial year i.e. 1st July to 30th June with no pro rata.

The charge includes:

- a 140L domestic waste bin and weekly collection service
- a 240L recycling bin and fortnightly collection service
- a 240L green waste bin and fortnightly collection service * (bin not included)

Where two or more adjoining properties have the same owner and occupier only one waste service fee is payable by the ratepayer.

Rateable recreational or sporting activities (community groups) will be provided x1 general waste and x1 recycle bin.

A rate rebate will not be available on Waste Service Charge

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4.14 Cost of Living Concessions

Eligible Pensioners, Low Income Earners and Self-Funded Retirees

Pensioners, low income earners or Self-Funded Retirees may be entitled to a cost of living concession. The cost of living concession helps those on low or fixed incomes with their cost of living expenses, whether that be electricity, gas, water bills or council rates.

Eligibility is based on living arrangements as at 1 July each year. Applications for the each financial year can be submitted by contacting the Concession Hotline on 1800 307 758.

Applications are administered by the State Government. Payment of rates must not be withheld pending assessment of an application by the State Government as penalties apply to unpaid rates.

4.15 Payment of Rates

The Council will collect rates quarterly on the dates to be specified on the rates notice, in the following months:

- September
- December
- March
- June.

Rate notices will be issued quarterly however the total outstanding balance of rates may be paid at any time.

Rates may be paid:

- Over the Internet - www.mountgambier.sa.gov.au
- By telephone: using credit card, phone 1300 276 468, 24 hours a day 7 days per week (BPoint Number 1345263)
- By BPay: Use Biller Code 464263
- By direct debit: from savings or cheque account
- By post: P O Box 56, Mount Gambier SA 5290
- In person: at the Council Offices during Council business hours Monday to Friday excluding public holidays
- By Centrepay deductions from social security payments
- Any Australia Post outlet.
- Flexipay

Any ratepayer who may, or is likely to, experience difficulty with meeting the standard instalments and due dates can contact the Council to discuss alternative payment arrangements. Note, fines and interest may still be levied in accordance with the Act.

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4.16 Late Payment of Rates

The Local Government Act provides that Councils impose a penalty of 2% on any payment for rates, whether instalment or otherwise, that is received late. A payment that continues to be late is then charged an interest rate, set each year according to a formula in the Act, for each month it continues to be late. Interest charged on late payments is charged on both the amount of the rate arrears and any interest that has previously been imposed. The purpose of this penalty is to act as a genuine deterrent to ratepayers who might otherwise fail to pay their rates on time, to allow councils to recover the administrative cost of following up unpaid rates and to cover any interest cost the Council may incur because it has not received the rates on time.

The City of Mount Gambier imposes late payment penalties strictly in accordance with the Local Government Act. The ability to remit penalties in whole or part is a power vested in Council. At the City of Mount Gambier each case will be considered on its merit based on the information provided.

4.17 Fines on Unpaid Rates

If an instalment of rates is not paid on or before the date on which it falls due—

- (a) the instalment will be regarded as being in arrears; and
- (b) a fine of 2 per cent of the amount of the instalment is payable; and
- (c) on the expiration of each full month from that date, interest at the prescribed percentage of the amount in arrears (including the amount of any previous unpaid fine and including interest from any previous month) accrues.

In respect of unpaid Council rates no fines and/or interest charges will arise where the arrears amount is less than \$40.

4.18 Outstanding Rates

Council will apply prudent debt collection practices in the recovery of outstanding rates in compliance with the Local Government Act 1999 and follow an ongoing assessment of arrears and systematic approach to debt recovery.

In accordance with the provisions of the Local Government Act, where an instalment of Rates is not paid on or before the date on which it falls due, Council will:

- (a) Send a reminder notice to the principal ratepayer with outstanding rate balances advising that payment is overdue;
- (b) Proceedings for collection of outstanding rate balances after that time may be collected by legal process.

The Chief Executive Officer is empowered to exempt this Policy in necessitous circumstances, in accordance with the delegated powers issued pursuant to the provisions of the Local Government Act.

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The Chief Executive Officer is empowered to take the necessary action to instigate collection by legal process where principal ratepayers have made no genuine attempt to respond to the requests for payment.

The Chief Executive Officer be authorised to write off outstanding and/or bad debts provided:

- (a) The debt is considered by the Chief Executive Officer to be unrecoverable;
- (b) The outstanding debt is less than \$100.

4.19 Appeals Against Assessments

Pursuant to the provisions of the Local Government Act 1999, Council shall refund any rate amount overpaid as a result of an objection, review or appeal in respect of a valuation.

Council shall not apply or credit any such amount overpaid against future liabilities for rates on the land subject to the rates, unless requested to do so by the ratepayer.

4.20 Debt Recovery

Council has determined that Rate Payments will be applied in accordance with the provisions of Section 183 of the Act.

When Council receives a payment in respect of overdue rates the Council applies the money received in accordance with Section 183 of the Local Government Act, as follows:

- Firstly – to satisfy any costs awarded in connection with court proceedings
- Secondly – to satisfy any interest costs
- Thirdly – in payment of any fines imposed; and
- Fourthly – in payment of rates, in date order of their imposition (starting with the oldest account first).

4.21 Rebate of Rates - Mandatory

The Local Government Act requires councils to rebate the rates payable on some land uses. Specific provisions are made for land used for health services, community services, religious purposes, public cemeteries, the Royal Zoological Society and educational institutions. These rebates vary from 25% to 100% and will be applied upon application and on verification.

Councils Rate Rebate Policy (incorporating Rate Rebate Application) is available from the Council website - www.mountgambier.sa.gov.au.

Rate rebates do not apply to Council Waste Service Charge.

4.22 Rebate of Rates - Discretionary

The Local Government Act 1999 enables Council (upon application and subject to certain eligibility criteria) to grant discretionary rebates of up to 100% for land used for the

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purposes of a community benefit and that meet certain legislative and Council Policy criteria.

Council (by Policy) has agreed to grant specific Rate Rebates pursuant to the said Act.

Councils Rate Rebate Policy (incorporating Rate Rebate Application) is available from the Council website - www.mountgambier.sa.gov.au.

Rate Rebates do not apply to Council Waste Service Charge.

4.23 Rate Relief Options

- 4.23.1 Where an owner/occupier/principal place of residence property with a Category 1 (Residential) Land Use experiences an increase in general rates payable, for the preceding financial year as compare to the general rates payable for the current financial year (excluding any rebates/remissions) and where that increase, in monetary terms, is greater than 15%.

The amount of the rate rebate is the amount of gross rates for the current year over and above the calculation referred to above. I.e. the difference (in monetary terms) between the general rates imposed in the preceding financial year plus 15%. (All calculations referenced herein are gross rates figures. I.e. exclusive of any rebates/remissions/concessions).

The rebate will not apply where:

- Any such increase is due in whole or part to an increase in valuation of the land in the Assessment because of improvements made to it worth more than \$20,000. or
- Any such increase is in whole or part because the zoning or land use category of the land has changed. or
- Any such increase is due in full or part to the use of the land being different for rating purposes on the date the Council declared its general rates for the current financial year than on the date the Council declared its general rates for the preceding financial year. or
- The ownership of the rateable property has changed since 1st July in the preceding financial year i.e. the residential property has changed ownership and the new owners have purchased the residential property at the new current market value. or
- The subject property boundary(s) have been altered in some way e.g. subdivision, boundary alignment etc. i.e. the subject property is not the exact same property, for valuation purposes, as assessed in the previous financial year. or
- Other factors considered relevant by the Chief Executive Officer that do not warrant the granting of the discretionary rate rebate.

The rebate will only apply to:

- A ratepayer in respect of their principal place of residence only, excluding second and subsequent properties and all other non principal place of residence properties.
- The current financial year only then subject to an annual review.

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Where an entitlement to a Residential Rate Capping ceases or no longer applies during the course of a financial year, the Council is entitled to recover full rates for the financial year. (Refer Section 4.25)

4.23.2 Vacant Land

The vacant land rate in the dollar is set higher than the residential rate in the dollar.

For those owners of vacant land who intend to develop that land, in the short term as their principal place of residence (as opposed to land speculation), may be entitled to a rebate on Council rates.

Applications must be in writing with the maximum rebate calculated so that the rates payable are equivalent to the average residential land use.

4.23.3 Postponement of Rates - Seniors

Section 182A of the Act provides for applications to be made to Council for a postponement of the payment of the prescribed proportion of rates for the current or future financial years if:

- (a) the person is a prescribed ratepayer, or is the spouse of a prescribed ratepayer; and
- (b) the rates are payable on land that is the principal place of residence of the prescribed ratepayer; and
- (c) the land is owned by the prescribed ratepayer and his or her spouse and no other person has an interest, as owner in the land.

The Act defines a 'prescribed ratepayer' as a person who holds a current State Seniors Card issued by the State Government; or who has the qualification(s) to hold such a card and has applied for the card but has yet to be issued with the card.

All Postponement Applications will be considered and must comply with the provisions of Section 182A of the Act and Regulation 18 of the Local Government (General) Regulations 2013.

4.24 Hardship

Any ratepayer experiencing difficulties in meeting rates payments or experiencing hardship will be able to access payment plans tailored to meet their particular circumstances. All arrangements will be strictly confidential.

4.25 Applications

All applications for rebates, remissions or postponements must be in writing, addressed to the Chief Executive Officer, City of Mount Gambier, P O Box 56, Mount Gambier SA 5290 and include sufficient details to identify the relevant property and support the application.

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Application forms are available from Council's website www.mountgambier.sa.gov.au .

Please refer to Council's *Rate Rebate Policy* for further information.

4.26 Sale of Land for Non-Payment of Rates

The Local Government Act provides that a Council may sell any property where the rates have been in arrears for three years or more. The Council is required to provide the principal ratepayer and the owner (if not the same person) with details of the outstanding amounts and advise the owner of its intention to sell the land if payment of the outstanding amount is not received within one month. The City of Mount Gambier enforces the sale of land for non-payment of rates after 3 years or more in accordance with the provisions of the Act.

4.27 Changes to Assessment Records

All changes to postal address of ratepayer/owner and changes of ownership of a property must be notified promptly to Council in writing.

4.28 Disclaimer

A rate cannot be challenged on the basis of non-compliance with this policy and must be paid in accordance with the required payment provisions.

Where a ratepayer believes that the Council has failed to properly apply this policy it should raise the matter with the Council. In the first instance contact Council's General Manager Council Business Services on (08) 8721 2555 to discuss the matter. If, after this initial contact, a ratepayer is still dissatisfied they should write to the Chief Executive Officer, City of Mount Gambier, P O Box 56, Mount Gambier SA 5290, or email city@mountgambier.sa.gov.au.

5. REVIEW & EVALUATION

This Policy is scheduled for review by Council annually and will be reviewed as required by any legislative changes which may occur.

6. AVAILABILITY OF POLICY

This Policy will be available for inspection at Council's principal office during ordinary business hours and on the Council's website www.mountgambier.sa.gov.au. Copies will also be provided to interested members of the community upon request, and upon payment of a fee in accordance with Council's Schedule of Fees and Charges.

 City of Mount Gambier	R105 RATING POLICY	Version No:	15.0
		Issued:	25 June 2024
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File Reference:	AF18/48
Applicable Legislation:	Local Government Act, 1999 - Chapter 10
Reference: Strategic Plan – Beyond 2015	Goal 5, Strategic Objective 5
Related Policies:	R105 Rating Policy R155 Rates - Rebate Policy and Application Process R130 Rates - General Policy (Amalgamated with R105)
Related Procedures:	Nil
Related Documents:	Nil

DOCUMENT DETAILS

Responsibility:	General Manager Corporate and Regulatory Services
Version:	16.0
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Next review date:	May, 2025
<u>Document History</u> First Adopted By Council: Reviewed/Amended:	18 th October, 2011 Annually

 City of Mount Gambier	R155 RATE REBATE POLICY		Version No:	15.0
			Issued:	24 June 2025
			Next Review:	May 2026

1. INTRODUCTION

It is the policy of the City of Mount Gambier (the Council) that a rebate of rates in respect of any rateable land in the Council area will be available only when the applicant satisfies the requirements under the Local Government Act 1999 (the Act) and where appropriate, the requirements of this Policy.

2. SCOPE

- 2.1 The Act sets out in Chapter 10, Division 5 (Sections 159 to 166) those provisions applicable to the Council granting a rebate of rates to persons or bodies.
- 2.2 The Council has decided to adopt a Policy to assist it in its decision making functions relative to the operation of the rate rebate provisions contained in the Act.
- 2.3 This Policy is intended to provide guidance to the community as to the grounds upon which a person or body is, or may be entitled to receive a rebate of rates and the matters that the Council will take into account in deciding an application for a rebate.
- 2.4 In accordance with the rebate provisions contained in the Act, this Policy sets out the type of use in respect of land where the Council must grant a rebate of rates and the amount of that rebate and these types of land use where the Council has a discretion to grant a rebate of rates.

3. DEFINITIONS

- Act** the *Local Government Act 1999* (SA)
- Council** the elected Council Body
- Discretionary Rebate** rebates where Council may apply a rebate in accordance with criteria specified in the Act
- Mandatory Rebate** rebates where Council must grant in accordance with the Act
- Rating** the overall process of raising revenue by way of levying rates and charges
- Rebate/s** an amount that a rate or charge may be reduced in accordance with sections 159-166 of the Act

4. PURPOSE

- 4.1 Section 159(3) of the Act provides that the Council may grant a rebate of rates under the Act if it is satisfied that it is appropriate to do so.
- 4.2 The Act provides for a mandatory rebate of rates in specified cases and the amount of that mandatory rebate (see Clause 5 below).

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- 4.3 The Act also provides that where the Council must grant a rebate of rates under the Act, and the amount of that rebate is fixed by the Act at less than 100%, the Council **may** increase the amount of the rebate.
- 4.4 The Act provides, at Section 166 for the Council to provide a discretionary rebate of rates in the cases set out in that Section.

5. MANDATORY REBATES

- 5.1 The Council must grant a rebate in the amount specified in respect of land uses which the Act provides will be granted a rebate.
- 5.2 Rates on the following land will be rebated at **100%**:

5.2.1 Health Services

Land being predominantly used for service delivery or administration by a hospital or health centre incorporated under the *South Australian Health Commission Act 1976*.

5.2.2 Religious Purposes

Land containing a church or other building used for public worship (and any grounds), or land solely used for religious purposes.

5.2.3 Public Cemeteries

Land being used for the purposes of a public cemetery.

5.2.4 Royal Zoological Society of SA

Land (other than land used as domestic premises) owned by, or under the care, control and management of the Royal Zoological Society of South Australia Incorporated.

- 5.3 Rates on the following land will be rebated at **75%**:

5.3.1 Community Services

Land being predominantly used for service delivery or administration (or both) by a community services organisation. A “community services organisation” is defined in the Act as a body that –

- 5.3.1.1 *Is incorporated on a not for profit basis for the benefit of the public; and*
- 5.3.1.2 *Provides community services without charge or for a charge that is below the cost to the body of providing the services; and*
- 5.3.1.3 *Does not restrict its services to persons who are members of the body.*

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It is necessary for a community services organisation to satisfy all of the above criteria to be entitled to the mandatory rebate.

The Act further provides that eligibility for a rebate by a community services organisation is subject to it providing one or more of the following community services:

- 5.3.1.4 Emergency accommodation;
- 5.3.1.5 Food or clothing for disadvantaged persons;
- 5.3.1.6 Supported accommodation:
Local Government Act defines as:
 - (a) *Residential care facilities that are approved for Commonwealth funding under the Aged Care Act 1997 (Cwlth); or*
 - (b) *Accommodation for persons with mental health difficulties, intellectual or physical difficulties, or other difficulties, who require support in order to live an independent life; or*
 - (c) *Without limiting paragraph (b), accommodation provided by a community housing provider registered under the Community Housing Providers National Law that is incorporated on a not-for-profit basis for the benefit of the public, other than accommodation provided by such a body:*
 - (i) *that has as a principal object of the body the provision of housing for members of the body; or*
 - (ii) *that is excluded from the ambit of this paragraph by the Minister by notice published in the Gazette;*
- 5.3.1.7 Essential services, or employment support, for persons with mental health disabilities, or with intellectual or physical disabilities;
- 5.3.1.8 Legal services for disadvantaged persons;
- 5.3.1.9 Drug or alcohol rehabilitation services; or
- 5.3.1.10 the conduct of research into, or the provision of community education about, diseases or illnesses, or the provision of palliative care to persons who suffer from diseases or illnesses.
- 5.3.1.11 Disadvantaged person are persons who are disadvantaged by reason of poverty, illness, frailty or mental, intellectual or physical disability.

5.3.2 Educational Purposes

- 5.3.2.1 Land occupied by a government school under a lease or licence and being used for educational purposes; or
- 5.3.2.2 Land occupied by a non-government school registered under The Education and Early Childhood Services (Registration and Standards) Act 2011 and being used for educational purposes; or
- 5.3.2.3 Land being used by a University or University College to provide accommodation and other forms of support for students on a not for profit basis.

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- 5.4 Where the Council is satisfied from its own records or from other sources that a person or body meets the necessary criteria for a mandatory 100% or 75% rebate, the Council will grant the rebate of its own initiative. Where the Council's records or other sources do not meet the criteria, it will require the person or body to apply for the rebate in accordance with Clause 10 of this Policy.
- 5.5 Where a person or body is entitled to a rebate of 75% the Council may, pursuant to Section 159(4) of the Act, increase the rebate up to a further 25%. The Council may grant the further 25% rebate upon application or on its own initiative. In either case the Council **will** take into account those matters set out at Clauses 6 of this Policy and **may** take into account any or all of those matters set out at Clause 6 of this Policy.
- 5.6 Where an application is made to the Council for a rebate of up to a further 25% the application will be made in accordance with this Policy and the Council will provide written notice to the applicant of its determination of that application.
- 57 Council has delegated the determination of entitlement to Mandatory Rebates to the Chief Executive Officer.

6. DISCRETIONARY REBATES

- 6.1 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: -
- 6.1(a) *where it is desirable for the purpose of securing the proper development of the area (or a part of the area);*
- 6.1(b) *where it is desirable for the purpose of assisting or supporting a business in its area;*
- 6.1(c) *where it will be conducive to the preservation of buildings or places of historic significance;*
- 6.1(d) *where the land is being used for educational purposes;*
- 6.1(e) *where the land is being used for agricultural, horticultural or floricultural exhibitions;*
- 6.1(f) *where the land is being used for a hospital or health centre;*
- 6.1(g) *where the land is being used to provide facilities or services for children or young persons;*
- 6.1(h) *where the land is being used to provide accommodation for the aged or disabled;*
- 6.1(i) *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;*
- 6.1(j) *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;*
- 6.1(k) *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;*

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- 6.1(l) *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:*
- (i) *a redistribution of the rates burden within the community arising from a change to the basis or structure of the Council's rates; or*
 - (ii) *a change to the basis on which land is valued for the purpose of rating, rapid changes in valuations, or anomalies in valuations.*
- 6.1(m) *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;*
- 6.1(n) *where the rebate is to give effect to a review of a decision of the Council under Chapter 13 Part 2; and*
- 6.1(o) *where the rebate is contemplated under another provision of this Act.*
- 6.2 *A council must, in deciding whether to grant a rebate of rates or charges under Section 166, subsection (1)(d), (e), (f), (g), (h), (i) or (j), take into account:*
- (a) *The nature and extent of council services provided in respect of the land for which the rebate is sought in comparison to similar services provided elsewhere in its area; and*
 - (b) *The community need that is being met by activities carried out on the land for which the rebate is sought; and*
 - (c) *The extent to which activities carried out on the land for which the rebate is sought provides assistance or relief to disadvantaged persons; and*
 - (d) *May take into account other matters considered relevant by the council.*

The Council may take into account, but not limited to, the following:

- (i) Why there is a need for financial assistance through a rebate;
- (ii) The level of rebate (percentage and dollar amount) being sought and why it is appropriate;
- (iii) The extent of financial assistance, if any, being provided to the applicant and/or in respect of the land by Commonwealth or State agencies;
- (iv) Whether the applicant has made/intends to make applications to another Council;
- (v) Whether, and if so to what extent, the applicant is or will be providing a service within the Council area;
- (vi) Whether the applicant is a public sector body, a private not for profit body or a private for profit body;

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- (vii) Whether there are any relevant historical considerations that may be relevant for all or any part of the current Council term;
 - (viii) The desirability of granting a rebate for more than one year in those circumstances identified at Clause 4.2 of this policy;
 - (ix) Consideration of the full financial consequences of the rebate for the Council;
 - (x) The time the application is received;
 - (xi) the availability of any community grant to the person or body making the application;
 - (xii) whether the applicant is in receipt of a community grant; and
 - (xiii) Any other matters, and policies of the Council, which the Council considers relevant.
- 6.3 The Council has an absolute discretion to:
- (a) *Grant a rebate of rates or service charges in the above cases; and*
 - (b) *Determine the amount of any such rebate to a maximum of 100% of the relevant rate.*
- 6.4 A Discretionary rebate of rates or charges provided under subsection 166(1)(a),(b) or (k) may be granted for a period exceeding one year, but not exceeding 10 years.
- 6.5 A Discretionary rebate of rates or charges provided under subsection 166(1) (l) may be granted for a period exceeding one year, but not exceeding three years.
- 6.6 Discretionary rebates granted under this policy will be reviewed in accordance with Section 166(3) (3a) or at the time of reviewing the policy (Section 10).
- 6.7 Persons or bodies that or who seek a discretionary rebate will be required to submit an application form to the Council and provide such information as stipulated on the application form and any other information that the Council may reasonably require.

7. RECREATIONS GROUNDS RATES AND TAXES EXEMPTION ACT 1981

The Recreations Grounds Rates and Taxes Exemption Act 1981 exempts certain land used for sport or recreation in South Australia from rates and taxes. Such land is, therefore, not rateable pursuant to section 147(d) of the Recreation Grounds Rates and Taxes Exemption Act 1981.

To be eligible, certain criteria **must** be met.

- 7.1 the land must be vested in a council; or under the care, control or management of a Council, and the public is entitled to access to the land for the purpose of sport or recreation; **and**

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- 7.2 The land vested in trustees or in an association and the public is entitled, in pursuance of rights granted in perpetuity, to access the land for the purpose of sport or recreation; **and**
- 7.3 The land Occupied under a lease, licence or permit granted by a council and used by the occupier for the purposes of sport or recreation; **and**
- 7.4 The whole of the income derived from the land used for the maintenance, repair or improvement of the land.

Enquiries and application for Recreation Grounds Rates and Taxes Exemption should be directed to Council.

8. LIMESTONE COAST LANDSCAPE LEVY

From 1 July, 2020 the new *Landscape South Australia Act 2019* (the Act) replaced the *Natural Resource Management Act 2004*. Local Government continues to play a key role in collection of the Regional Landscape Levy. Councils are required under the Act to make a specified contribution to their Regional Landscape Board. Council recovers this contribution by imposing a separate rate on individual rateable properties in the Council area.

The Council will provide a concession or rebate off the Landscape levy for rateable properties who presently receive a mandatory or discretionary rebate of rates. The level of the Landscape Levy concession will be equivalent (in percentage terms) to the level of rate rebate Council has granted to those same rateable properties.

9. SERVICE CHARGE

In accordance with Section 155 of the Act a Council may impose a service rate on rateable land within its area for a **prescribed service**. A prescribed service is described as treatment or provision of water, collection, treatment or disposal of waste, a television transmission service or any other service prescribed by the regulations for the purposes of this definition.

Council is focused on environmentally sound waste management practices and will impose a Waste Service Charge (WSC) as a tool to become more responsive to waste management related costs and share the costs and benefits within the community.

The WSC will be charged on the basis of the service being available at the property. It will exclude vacant land and primary production where there is no dwelling on the land and will be charged irrespective if the land owner/occupier is using the service.

A rate rebate will not be available on Council Waste Service Charge.

10. APPLICATIONS

- 10.1 The Council will inform the community of the provisions for rate rebates under the Act by the inclusion of suitable details in the Council's Business Plan (and on the Draft Annual Business Plan) in accordance with Council's adopted Public Consultation Policy.

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10.2 Application forms are available from the Council Office located at The Civic Centre, 10 Watson Terrace, Mount Gambier, telephone 8721 2555 or download from the Council website www.mountgambier.sa.gov.au.

10.3 All persons or bodies that/who want to apply to the Council for a rebate of rates must do so by completing and lodging a Rate Rebate Application on or before 31st March in each year to be considered for a rebate in the new rating year commencing 1st July of each year. The Council reserves the right to refuse to consider applications received after that date. However, applicants which satisfy the criteria for a mandatory 100% rebate will be granted the rebate at any time.

10.4 The Act provides that the Council may grant a rebate of rates or charges on such conditions as the Council considers fit.

10.5 The Council may, for proper cause, determine that an entitlement to a rebate of rates under the Act no longer applies.

Where an entitlement to a rebate of rates ceases or no longer applies during the course of a financial year, the Council is entitled to recover rates, or rates at the increased level (as the case may be), proportionate to the remaining part of the financial year.

10.6 It is an offence for a person or body to make a false or misleading statement or representation in an application or to provide false or misleading information or evidence in support of an application made (or purporting to be made) under the Act.

The maximum penalty for this offence is \$5,000.

10.7 If a person or body has the benefit of a rebate of rates and the grounds on which the rebate has been granted cease to exist, the person or body must immediately inform the Council of that fact and (whether or not the Council is so informed) the entitlement to a rebate ceases. If a person or body fails to do so that person or body is guilty of an offence.

The maximum penalty for this offence is \$5,000.

If an entitlement to a rebate of rates ceases or no longer applies during the course of a financial year, the council is entitled to recover rates, or rates at the increased level (as the case may be), proportionate to the remaining part of the financial year.

10.8 The Council will, in writing, advise an applicant for a rebate of its determination of that application within sixty (60) business days of receiving the application or of receiving all information requested by the Council. The advice will state whether the application:

10.8.1 Has been granted and the amount of the rebate; or

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10.8.2 Has not been granted and the reason(s) why.

- 10.9 A person or body that is aggrieved by a determination of Council in respect of an application for a rate rebate may seek a review of that determination by writing to the Council in accordance with Council's Internal Review of Decisions Policy.

All applications for rebates, remissions or postponements must be in writing, addressed to the Chief Executive Officer, City of Mount Gambier, 10 Watson Terrace, Mount Gambier SA 5290 or emailed to "city@mountgambier.sa.gov.au"

11. DELEGATION

- 11.1 The Council has delegated its power, pursuant to Section 44 of the Act, to grant applications for mandatory rebates which meet the requirements of the Act.
- 11.2 The Council has delegated its power to refuse applications for an increase of mandatory rebates to a greater percentage than that provided by the Local Government Act.
- 11.3 The Council has delegated its power, pursuant to Section 44 of the Act, to determine applications for discretionary rebates.

12. RATE RELIEF OPTIONS

~~To address any potential inequities in how rates are levied across the Council area the following rate relief options are provided:~~

~~12.1 Residential Rate Cap~~

~~Where an owner/occupier's principal place of residence property with a Category 1 (Residential) Land Use, experiences an increase in general rates payable, for the preceding financial year compared to the general rates payable for the current financial year (excluding any rebates/remissions) and where that increase, in monetary terms, is greater than 15%.~~

~~The amount of the rate rebate is the amount of total rates for the current year over and above the calculation referred to above, i.e. the difference (in monetary terms) between the general rates imposed in the preceding financial year plus 15%.~~

~~(All calculations referenced herein are total (gross) rates figures i.e. excluding any rebates/remissions).~~

~~The rebate will not apply where:~~

- ~~(a) Any such increase is due in whole or part to an increase in valuation of the land in the Assessment because of improvements made to it worth more than \$20,000, or~~

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- ~~_____ (b) Any such increase is in whole or part because the zoning or land use category of the land has changed; or~~
- ~~_____ (c) Any such increase is due in full or part to the use of the land being different for rating purposes on the date the Council declared its general rates for the current financial year than on the date the Council declared its general rates for the preceding financial year; or~~
- ~~_____ (d) The ownership of the rateable property has changed since 1st July in the preceding financial year (i.e. the residential property has changed ownership and the new owners have purchased the residential property at the new current market value); or~~
- ~~_____ (e) The subject property boundary(s) have been altered in some way (e.g. subdivision, boundary alignment etc.) and the subject property is not the exact same property, for valuation purposes, as assessed in the previous financial year; or~~
- ~~_____ (f) Other factors considered relevant by the Chief Executive Officer that do not warrant the granting of the discretionary rate rebate.~~

~~_____ The rebate will only apply to:~~

- ~~_____ (a) A ratepayer in respect of their principal place of residence and excludes second and subsequent properties and all other non-principal place of residence properties;~~
- ~~_____ (b) The current financial year only then subject to an annual review.~~

~~_____ Where an entitlement to a Residential Rate Capping ceases or no longer applies during the course of a financial year, the Council is entitled to recover full rates for that financial year.~~

~~_____ 12.2 For Land Use Category 8 (Vacant Land) Use~~

~~Vacant land owned by person(s) intending to be developed in the short term as their principal place of residence, may be considered for a rebate/deferral on Council rates on a case by case basis through the existing relief provisions of the Act, (i.e. hardship application). The maximum rate rebate calculated resulting in the rates payable being equivalent to the average residential land use (Category 1).~~

~~_____ 12.3 Postponement of Rates Seniors~~

~~_____ Section 182A of the Act provides for applications to be made to Council for a postponement of the payment of the prescribed proportion of rates for the current or future financial years if:~~

- ~~_____ (a) the person is a prescribed ratepayer, or is the spouse of a prescribed ratepayer; and~~
- ~~_____ (b) the rates are payable on land that is the principal place of residence of the prescribed ratepayer; and~~

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~~(c) the land is owned by the prescribed ratepayer and his or her spouse and no other person has an interest, as owner in the land.~~

~~The Act defines a 'prescribed ratepayer' as a person who holds a current State Seniors Card issued by the State Government; or who has the qualification(s) to hold such a card and has applied for the card but has yet to be issued with the card.~~

~~All Postponement Applications will be considered and must comply with the provisions of Section 182A of the Act and Regulation 18 of the Local Government (General) Regulations 2013.~~

All applications for rebates, remissions or postponements must be in writing, addressed to the Chief Executive Officer, City of Mount Gambier, 10 Watson Terrace, Mount Gambier SA 5290 or emailed to "city@mountgambier.sa.gov.au"

12.4 Retirement Villages

For the purpose of providing a rebate to Retirement Villages, particularly upon issues arising from circumstances where the ratepayer(s) claim to provide or maintain infrastructure that might otherwise be maintained by the Council, a rebate does not generally apply. The power to provide a rebate will be exercised as appropriate and in accordance with the Act.

13. REVIEW AND EVALUATION

This Policy is scheduled for review by the Council annually. However, the Policy will be reviewed as required by any legislative changes which may occur.

14. AVAILABILITY OF POLICY

This Policy will be available for inspection at Council's principal office during ordinary business hours and on the Council's website www.mountgambier.sa.gov.au. Copies will also be provided to interested members of the community upon request and upon payment of a fee in accordance with Council's Schedule of Fees and Charges.

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RATE REBATE APPLICATION

1. DETAILS OF APPLICANT

Organisation Name

Postal Address

..... Postcode

Telephone Email

Please provide details of a contact person for the Applicant

Given Name Surname

Postal Address

..... Postcode

Telephone Email

2. DETAILS OF LAND

Council Assessment Number

Certificate of Title Reference

Address

.....

Owner of Land (if not you)

3. CATEGORIES OF REBATE

Please tick ☒ the category of rebate under which you are seeking a rebate.

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3.1 **Mandatory - 100%**

- ☐ *Health Services – Land being predominantly used for service delivery or administration by a hospital or health centre incorporated under the South Australia Health Commission Act 1976 (Section 160 of the Local Government Act 1999);*
- ☐ *Religious Purposes – Land containing a church or other building used for public worship (and any grounds), or land solely used for religious purposes (Section 162 of the Local Government Act 1999);*
- ☐ *Public Cemeteries – Land being used for the purposes of a public cemetery (Section 163 of the Local Government Act 1999);*
- ☐ *Royal Zoological Society of SA – Land (other than land used as domestic premises) owned by, or under the care, control and management of, the Royal Zoological Society of South Australia Incorporated (Section 164 of the Local Government Act 1999).*

3.2 **Mandatory - 75%**

- ☐ *3.2.1 Community Services – Land being predominantly used for service delivery or administration by a community services organisation (Section 161 of the Local Government Act 1999).*

To qualify as a Community Service Organisation under the rebate provisions of the Local Government Act 1999 an organisation MUST MEET ALL THREE of the following criteria. (See section 'Additional Information' at end of this form).

*(a) is incorporated on a not for profit basis for the benefit of the public; **and***

YES ☐ NO ☐

*(b) provides community services without charge or for a charge that is below the cost to the body of providing the services; **and***

YES ☐ NO ☐

(c) does not restrict its services to persons who are members of the body.

YES ☐ NO ☐

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		Next Review:	May 2025

If you have ticked (a), (b) and (c) above which of the following services does your organisation provide from the property specified in this application. If these services apply only to part of your property, please supply additional details. You must answer these below questions in respect of your application.

- ☐ *Emergency accommodation;*
- ☐ *Food or clothing for disadvantaged persons (i.e., persons who are disadvantaged by reason of poverty, illness, frailty, or mental, intellectual or physical disability);*
- ☐ *Supported accommodation - Local Government Act defined as:*
- (a) *Residential care facilities that are approved for Commonwealth funding under the Aged Care Act 1997 (Cwlth); or*
- (b) *Accommodation for persons with mental health difficulties, intellectual or physical difficulties, or other difficulties, who require support in order to live an independent life; or*
- (c) *Without limiting paragraph (b), accommodation provided by a community housing provider registered under the Community Housing Providers National Law that is incorporated on a not-for-profit basis for the benefit of the public, other than accommodation provided by such a body that:*
- (i) *has as a principal object of the body, the provision of housing for members of the body; or*
- (ii) *is excluded from the ambit of this paragraph by the Minister by notice published in the Gazette.*
- ☐ *Essential services, or employment support, for persons with mental health disabilities, or with intellectual or physical disabilities;*
- ☐ *Legal services for disadvantaged persons;*
- ☐ *Drug or alcohol rehabilitation services; and/or*
- ☐ *Research into, or community education about, diseases or illnesses, or palliative care to persons who suffer from diseases or illnesses.*
- ☐ *Disadvantaged person are persons who are disadvantaged by reasons of poverty, illness, frailty, or mental, intellectual or physical disability.*

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☐ **3.2.2 Educational Purposes** - (Section 165 of the Local Government Act 1999)

Which of the following criteria apply:

- ☐ *Land occupied by a government school under a lease or licence and being used for educational purposes; **or***
- ☐ *Land occupied by a non-government school registered under The Education and Early Childhood Services (Registration and Standards) Act 2011 and being used for educational purposes; **or***
- ☐ *Land being used by a University or University College to provide accommodation and other forms of support for students on a not for profit basis.*

3.3 Discretionary - (Section 166 of the Local Government Act 1999)

The Council may in its discretion grant a rebate of rates or service charges in any of the following cases. Please indicate which of the following is applicable to your application:

- ☐ *The rebate is desirable for the purpose of securing the proper development of the area (or a part of the area);*
- ☐ *The rebate is desirable for the purpose of assisting or supporting a business in its area;*
- ☐ *The rebate will be conducive to the preservation of buildings or places of historic significance;*
- ☐ *The land is being used for educational purposes;*
- ☐ *The land is being used for agricultural, horticultural or floricultural exhibitions;*
- ☐ *The land is being used for a hospital or health centre;*
- ☐ *The land is being used to provide facilities or services for children or young persons;*
- ☐ *The land is being used to provide accommodation for the aged or disabled;*
- ☐ *The land is being used for a residential aged care facility that is approved for Commonwealth funding under the Aged Care Act 1987 (Commonwealth) or a day therapy centre;*
- ☐ *The land is being used by an organisation which, in the opinion of the Council provides a benefit or service to the local community;*

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- ☐ *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;*
- ☐ *the rebate is appropriate to provide relief against what would otherwise amount to a substantial change in rates payable by a rate payer due to a change in the basis of valuation used for the purposes of rating, rapid changes in valuations, or anomalies in valuations.*

4. **AMOUNT OF REBATE**

4.1 If you are seeking a mandatory rebate under Clause 3.2 of this Application, for which you are entitled to a 75% rebate, are you also applying to the Council to increase that rebate?

YES ☐ NO ☐

Please specify the amount of rebate that you are applying for: \$_____

4.2 If you are applying for a discretionary rebate under Clause 3.3 of this Application, please specify the rebate amount you are applying for:

\$_____

Please specify why you (or the organisation you represent) need financial assistance through a rebate and why the amount of rebate you have applied for is appropriate.

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5. ADDITIONAL INFORMATION REQUIRED

The Council requires you to attach the following additional information to this Application:

- 5.1 Where you are seeking a rebate under Clause 3.2 of this Application – Community Services:
 - 5.1.1 Evidence that the land is being used for service delivery and/or administration;
 - 5.1.2 A copy of the organisation's Constitution and/or other documentation establishing that it is incorporated on a not-for-profit basis;
 - 5.1.3 A copy of the organisation's latest Annual Report;
 - 5.1.4 Evidence that the organisation provides services free of charge or below cost;
 - 5.1.5 Evidence that the organisation provides services to persons other than its members.
- 5.2 Where you are seeking a rebate in any other case:
 - 5.3.1 Evidence that the land is being used for the purpose for which the rebate is being sought;
 - 5.3.2 Information as to whether, and if so, to what extent you (or the organisation you represent) will be providing a service within the Council area;
 - 5.3.3 Whether you have made or intend to make an application to another council;
 - 5.3.4 The extent of financial assistance (if any) being provided by Commonwealth or State agencies;
 - 5.3.5 Whether you are in receipt of a community grant;
 - 5.3.6 Any other information that you believe is relevant in support of this Application.

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File Reference:	AF18/48
Applicable Legislation:	Local Government Act, 1999 Chapter 10, Division 5 (Sections 159 to 166) Recreation Ground Rates and Taxes Exemption Act 1981
Reference: Strategic Plan – Beyond 2015	Goal 5, Strategic Objective 5
Related Policies:	R105 Rating Policy R130 Rates - General Matters (amalgamed with R105)
Related Procedures:	Nil
Related Documents:	Nil

DOCUMENT DETAILS

Responsibility:	General Manager Corporate and Regulatory Services
Version:	15.0
Last revised date:	24 June 2025
Effective date:	24 June 2025
Minute reference:	25 June 2024 - Item No. 4.1 - Resolution 2024/144
Next review date:	June, 2026
<u>Document History</u> First Adopted By Council: Reviewed/Amended:	May 2002 Annually

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18.2 DRAFT LONG TERM FINANCIAL PLAN FOR PUBLIC CONSULTATION

Author: Kahli Rolton, Manager Financial Services
Authoriser: Sarah Philpott, Chief Executive Officer

RECOMMENDATION

1. That Council report titled 'Draft Long Term Financial Plan for Public Consultation' as presented on Tuesday 20 May 2025 be noted.
2. That Council endorse the Draft Long Term Financial Plan 2026-2035 as attached to this Report for community consultation.
3. Authorises the Chief Executive Officer to make any necessary changes to the draft Long Term Financial Plan 2026-2035 document arising from this meeting, together with any editorial amendments and finalisation of the document's formatting and graphic design.

PURPOSE

To seek Council endorsement of the draft Long Term Financial Plan (LTFP) for the period 2026–2035, for the purpose of undertaking public consultation in accordance with the Local Government Act 1999.

BACKGROUND / OPTIONS

The draft Long Term Financial Plan (LTFP) for 2026–2035 has been prepared to guide the financial decision-making and planning of the City of Mount Gambier over the next ten years. The LTFP is an essential component of Council's Strategic Management Plans and is reviewed annually to ensure it remains relevant to the evolving needs of the community and organisation.

The draft plan has been developed through internal collaboration between Council's Executive Leadership Team and Elected Members and has been informed by a series of workshops in conjunction with annual business planning. The LTFP provides a forward financial framework that aligns with Council's Strategic Plan 2024–2028, Asset Management Plans, and the Mount Gambier 2035 Community Vision.

Key Highlights

The draft LTFP 2026–2035 outlines the City of Mount Gambier's financial strategy over the next ten years and presents a strong position for community consultation. Pleasingly, the draft Plan demonstrates that Council is on track to achieve its key financial sustainability targets—Operating Surplus Ratio, Net Financial Liabilities Ratio, and Asset Renewal Funding Ratio set by the Local Government Finance Authority by 30 June 2027. This achievement is the result of careful financial management, improved budget processes, and a focus on long-term planning. It provides Council with a more stable platform from which to consider future investment, service delivery, and community priorities.

The Plan is built on the following key assumptions:

- **Rate Revenue Growth:** Average annual rate revenue increase of 3.95% (excluding growth and waste service charge) over the life of the plan.
- **Operational Expenditure:** Reflects CPI-based indexation, known service level adjustments, and incorporation of enterprise bargaining outcomes.
- **Capital Expenditure:** Based on prioritised capital works forecasts and current Asset Management Plans, including renewal, new, and upgrade works.

- **Borrowings:** Short-term use of borrowings to support capital delivery, with a projected repayment trajectory that maintains net financial liabilities within target.
- **Grants and Other Income:** Continued receipt of Federal Assistance Grants and known external funding commitments; conservative estimates for discretionary grant funding.
- **No Major New Unfunded Projects:** The LTFP does not include any major new capital projects that are not already funded or identified within current strategic plans.

How the Draft LTFP Addresses ESCOSA's Observations and Recommendations

The draft Long Term Financial Plan (LTFP) has been prepared in the context of achieving financial sustainability while maintaining service levels and managing long-term asset obligations. It directly addresses both key observations and formal recommendations made by the Essential Services Commission of South Australia (ESCOSA) through a considered approach to capital investment, borrowings, asset management, and rate setting. The draft LTFP addresses these observations and recommendations through the following measures:

- **Rates and Affordability:** The Plan takes a balanced approach to rate increases, with a focus on long-term stability. While initial increases are necessary to return to sustainability, the additional 2% margin for sustainability reduces progressively over the life of the plan. By the end of the 10-year period, rate increases are limited to CPI, reflecting improved financial health and community affordability considerations.
- **Cost Control and Efficiency:** A key focus of the Plan is improving operational efficiency and identifying cost savings. Council is progressing a structured approach to service reviews and workforce planning, underpinned by a Continuous Improvement Program. These initiatives aim to contain cost growth and deliver measurable savings over time.
- **Asset Management and Depreciation:** Updated Asset Management Plans better align capital renewal with depreciation, helping to close the historical renewal funding gap. The upcoming Asset Unlocking Project will further strengthen this by reviewing depreciation assumptions and asset valuations to ensure sufficient and sustainable funding for asset renewal and replacement.
- **Capital Investment Discipline:** New and upgraded assets are limited to those with external funding or strategic justification. The focus has shifted to asset renewal to prevent growth in unfunded future liabilities.
- **Transparency and Community Engagement:** Community consultation will seek feedback on the draft Plan and help inform future prioritisation decisions.

IMPLICATIONS TO CONSIDER

Legal	Section 122 of the <i>Local Government Act 1999</i> requires Council to prepare and adopt a Long Term Financial Plan as part of its Strategic Management Plans. Public consultation must be undertaken in accordance with Council's Community Engagement Policy.
Financial and Budget	The LTFP forecasts Council's financial position over the next decade, including revenue and expenditure assumptions, capital investment, and achievement of financial sustainability targets. While the plan provides guidance, it does not commit Council to specific future rate increases or expenditures without further decision-making.
Community Consultation and Engagement	If endorsed, the draft LTFP will be released for public consultation. This will include promotion through Council's website, social media, media releases, and stakeholder engagement, with the opportunity for community feedback on the financial strategy, assumptions, and priorities.
Other Resources	Preparation of the draft LTFP has involved significant input from the Finance team and Executive Leadership Team. Additional staff resources will be allocated to facilitate consultation, respond to enquiries, and compile feedback for Council's consideration.



RISK ANALYSIS

The risk identification and categorisation relies on the City of Mount Gambier [Risk Management Policy](#).

C	Consequence Rating	Risk Likelihood Rating	Risk Rating	Mitigation
Finance - Failure to meet long-term financial sustainability targets, leading to deficit budgets and increased debt.	Major (4)	Possible (3)	High	Monitor financial performance quarterly, adjust LTFP annually, implement efficiency measures and rate smoothing.
Reputation - Community dissatisfaction due to rate increases above CPI, particularly in a low socio-economic environment.	Moderate (3)	Likely (4)	High	Engage community during consultation, clearly communicate rationale and long-term benefits of plan, phased rate path.
Legal / Regulatory / Policy - Non-compliance with ESCOSA's financial sustainability guidelines and recommendations.	Moderate (3)	Possible (3)	Moderate	Align LTFP with ESCOSA recommendations, disclose material changes annually, and maintain clear audit trails.
Service Delivery - Inability to maintain or improve service levels due to insufficient funding or poor cost control.	Major (4)	Possible (3)	High	Prioritise core services, complete service reviews, invest in workforce planning and efficiency programs.
People - Staff stress or low morale if efficiency targets result in under-resourcing or unclear expectations	Moderate (3)	Possible (3)	Moderate	Align workforce planning with service needs, communicate change clearly, and support staff through transitions.
Infrastructure - Asset deterioration or failure due to underfunding of renewal and maintenance.	Major (4)	Possible (3)	High	Ensure alignment between asset management plans and LTFP, review depreciation assumptions, prioritise renewal spend.



Environmental - Delays or underinvestment in environmentally sustainable infrastructure or services.	Minor (2)	Possible (3)	Low	Include environmental considerations in capital planning, seek grant funding for sustainability projects.

APPLICATION OF STRATEGIC PLAN

This report aligns to the following strategic objectives(s):

Priority 6: Excellence in Leadership and Governance

- 6.1 Ensure Elected Council Members are meeting their civic obligations and making informed, strategic decisions in the best interests of the community.
- 6.4 Review and continually update the Long -Term Financial Plan to ensure ongoing financial sustainability to community expectations and legislative requirements.

RELEVANT COUNCIL POLICY

[Asset Accounting](#)
[Budget Policy - B300](#)
[Community Consultation and Engagement - P195](#)
[Procurement](#)
[Treasury Management - T150](#)

IMPLEMENTATION AND NEXT STEPS

If endorsed, the following steps will be undertaken:

- Commence Public Consultation** – Community consultation will be undertaken for a minimum of 21 days, as per Council's Community Engagement Policy.
- Engagement Activities** – Activities will include online promotion, a summary factsheet, and community Q&A sessions.
- Receive Feedback and Finalise Plan** – All feedback will be collated and presented to Council with recommendations. Amendments may be made prior to the final version being presented for formal adoption.
- Final Adoption** – A separate report will be presented to Council seeking formal adoption of the LTFP, inclusive of any community-informed adjustments.

CONCLUSION

The draft Long Term Financial Plan 2026–2035 provides a robust financial roadmap to support Council's strategic objectives and meet the community's aspirations for Mount Gambier. It demonstrates responsible financial stewardship and positions Council to meet its sustainability targets as scheduled.

Endorsing the draft LTFP for community consultation provides an opportunity to test its assumptions, priorities and strategy with the community and stakeholders before final adoption.

ATTACHMENTS

- Draft Long Term Financial Plan (LTFP) 2026-2035 [18.2.1 - 39 pages]



DRAFT



Long Term Financial Plan

2026 - 2035



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Appendix: Assumptions Financial Statements

Changes Following Public Consultation:

Consultation feedback received on the Draft LTFP along with Council's Annual Business Plan and Budget will be included here following its conclusion.

City of Mount Gambier acknowledges the Boandik people as the Traditional Custodians of the land and water our city sits upon today. We respect and recognise the deep feelings of attachment and the spiritual relationship our Aboriginal and Torres Strait Islander people have with the land and water.

DRAFT Long Term Financial Plan 2026-2035

1. Acknowledgment of Country

The City of Mount Gambier recognises the Boandik people as the traditional owners and custodians of the land Mount Gambier sits upon today.

We respect their spiritual relationship with the land and recognise the deep feelings of attachment Aboriginal and Torres Strait Islander peoples have with this land.

The City of Mount Gambier is committed to working together with Aboriginal and Torres Strait Islander communities in the process of reconciliation.



Image: Belinda Bonney, Reconciliation of the Nation: we all walk together as one (detail).

DRAFT Long Term Financial Plan 2026-2035

2. Overview

What Is This Document? - This is the Long Term Financial Plan (LTFP) for the City of Mount Gambier Council for the period 2026 - 2035. While the Long Term Plan covers 10 years ahead, we review it every year. This is because the opportunities and challenges facing our community and city, and the context we work in, are always evolving.

Purpose - The purpose of a Long Term Financial Plan (LTFP) is to guide the future direction of Council in a financially sustainable manner. The LTFP is designed as a 'high-level' summarised document focusing on the future planning of Council's financial operations, particularly in relation to key components such as rate increases, service levels to our community, asset replacement/renewal and loan indebtedness.

Legislation – Section 122 (1) of the Local Government Act 1999 ("the Act") requires that Councils must develop and adopt Strategic Management Plans including the LTFP which is a moving document updated on a rolling basis over a ten year term.

Hierarchy Of Documents - City of Mount Gambier Council's LTFP provides the forward strategic financial framework to resource the community's needs and aspirations. Through the alignment of this plan with the Strategic Plan, Mount Gambier 2035 and Councils suite of Asset Management Plans, Council is able to plan, manage and communicate its future objectives in a sustainable way for the long term.

Previous Versions - The Council's LTFP was adopted in March 2019 and subsequently reviewed and adopted in June 2020, February 2021, December 2021, June 2022, June 2023 and June 2024.

Roadmap - The LTFP is developed in the context of the Mount Gambier 2035 Community Vision and Strategic Plan 2024-2028 and sets a road map to implement the community's priorities for the coming decade. As such the LTFP provides a target for future Annual Business Plans and Budgets. It also provides guidance in terms of direction and financial capacity and does not determine the rates and charges for the future. If key assumptions such as growth, capital investment, indexation or interest rates change then this may drive changes in the annual budget.

Financial Position - Over the life of this Plan, Council is scheduled to achieve its financial targets by 2026/27. A balanced budget for 2025/2026 demonstrates strong financial management and progress toward long-term sustainability.

Financial Sustainability - Financial sustainability in local government ensures that each generation pays their way rather than any one generation living off their assets and leaving the responsibility for infrastructure/asset renewal to future generations.

Development of this version of the LTFP - This version of LTFP was developed in consultation with Council's Executive Leadership Team and Elected Members. Workshops were held that carefully considered/explored options that balanced the need to achieve financial targets, resources to deliver the Strategic Work Plan and meet community expectations and cover the true cost of waste services.

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Financial Statements - At a high level, the LTFP projects:

- **Statement of Comprehensive Income** - Details the profit and loss account (operating surplus (deficit) and capital transactions);
- **Statement Of Financial Position (Balance Sheet)** - This presents the financial position of Council at a given date. It comprises three main components: assets, liabilities and equity;
- **Statement Of Cashflows** - This shows the amount of cash and cash equivalents entering and leaving the Council;
- **Uniform Presentation Of Finances** - The Net Lending/(Borrowing) for the Financial Year result is a measure that takes account of both operating and capital activities for the financial year; and
- **Statement of Changes in Equity** - This reflects the movement in equity reserves during the period, being the financial performance of the year plus any other comprehensive income gains.

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3. Significant Influences and Challenges

Overview - The LTFP is a long-term forecast and as such it is supported by many assumptions, for example: community aspirations, needs and wants, growth, inflation, service levels, federal and state government policy setting and interventions. Many of these factors inevitably are external to Council and as such outside of its control.

Hierarchy Of Documents-The Plan complements and is complemented by other important Council plans and strategies:

- Mount Gambier 2035 Community Vision
- 2024-2028 Strategic Plan
- Asset Management Plans
- Annual Business Plan and Budget.

Mount Gambier 2035 - Council has collaborated with the community to develop a community vision for our regional capital - Mount Gambier 2035. This will serve as the guiding document to inform Council's planning and decision making for the next ten years. This version of the LTFP has considered the Strategic Work required which is informed by Council's current 2024-2028 Strategic Plan.

ESCOSA - Consideration of the recommendations from the recent Local Government Advice Scheme report from the Essential Services Commission of South Australia (ESCOSA). City of Mount Gambier was included in tranche three, 2025.

Wulanda Recreation & Convention Centre (WRCC) - The Wulanda Recreation and Convention Centre is a multi-purpose facility designed to be a community space, with facilities and activities for all ages and abilities. This facility provides substantial year-round indoor facilities, addressing many community needs both now and for future generations. The Wulanda Recreation and Convention Centre has already shown that it is able to increase the ability for Mount Gambier to host major sporting competitions, conferences, events and performances providing significant social and economic benefits.

Local Government Reform – Future iterations of the LTFP will become a primary document that will be reviewed by Essential Services Commission of South Australia (ESCOSA) during their four yearly reviews under the Local Government Advice Scheme established through the Local Government Act 1999. The aim of the Scheme is to provide independent, risk-based advice to assist councils when making long-term financial and investment decisions for the benefit of ratepayers.

Total Rate Revenue - Council's major source of income is rates (general rates and waste service charge), which accounts for approximately 63% of operating revenue over the ten years of the plan and is an important part of the planned long-term strategy. It supports the funding of Council services to meet community expectations by maintaining essential infrastructure and services such as roads, waste management, footpaths, buildings, and more. It also contributes to the delivery of the Asset Management Plan, including both renewal and upgrade works. A Review of

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the rating strategy has begun in 2024/25 and will continue in 2025/26, to ensure that Council balances the requirement for rate increases to fund recurring cost increases with the need to keep rate increases across the ratepayer base at an acceptable level.

Inflation - This LTFP incorporates Reserve Bank of Australia (RBA) mid-range target for Consumer Price Index (CPI). At the time of preparation this was consistent with the March 2025 Quarter CPI of 2.4%. This is consistent with independent advice sought from BRM Advisory consultants, who offer specialised financial modelling advice to Local Government and Deloitte's Access Economics short term forecast.

Asset Management Plan - The Asset Management Plans have had a minor update for 2025/26 to incorporate an additional year for 2035 and incorporated to this document. This is aligned with the LTFP which allows Council to factor in the new and ongoing costs associated with renewals required to maintain our asset base at the required standard and investment in new assets (please note that the estimates in this document have been indexed, however, in the Asset Management Plan's they have not). The next formal review and adoption of AMPs will occur after development of the next iteration of the AMP/LTFP starting December 2025.

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4. What has changed since the last LTFP?

It should be noted the following assumptions have been updated:

Base Year - The LTFP has been updated to include the Budget Review 2 position for 2024/25 and the budget for 2025/26.

Interest Rates - Interest rates have been updated to reflect actual interest/forecast rates for credit foncier loans and variable LGFA rates have been updated based on best estimates from independent Consultants BRM advisory, internal administration and to relatively align with the forecast level of CPI increases.

Indexation - Forecast CPI assumptions have been updated based on Deloitte Access Economics (DAE) forecasts in the short term and based using RBA mid-range targets for the longer term of 2.5%.

General Rates – Council's rating strategy has been reviewed, where Council Staff and Elected Members worked together to determine a balance between community expectations, the achievement of financial targets and the capacity required to deliver this LTFP (refer to rating section).

Waste Management and Waste Service Charge - Further to a review of the cost of service a proposed increase was presented that ensured that the revenue collected via the Waste Service charge covered the costs incurred by Council to deliver this service to the community (refer to rating section).

Strategic Work Plan - The Strategic Work Plan (i.e. delivery of Council's priorities over the next three years) has been updated further to engagement with Council staff and the development of Mount Gambier 2035.

Unlocking Projects - Underpinning the Strategic Work Plan the following foundational projects will be delivered to “unlock” organisational capacity by identifying efficiencies and reviewing service levels:

Asset Management Planning Approach - Allocations have been included for condition audits of \$50k p.a. for all years of the LTFP and Buildings and Structures valuations in 2026/27 and 2030/31 of c\$200k and Infrastructure valuations in 2026/27 and 2030/31 of c\$230k (unindexed).

Business Systems and Infrastructure - \$365k investment over 3 financial years to 2026/27.

Workforce Planning Framework - This has incorporated \$15k in 2025/26 and an additional resource as part of capacity creation (refer below).

Capacity Creation – Capacity has been created in a number of different ways: to deliver the community's vision and ensure Council can respond effectively to current and future demands, improve service delivery, and operate more efficiently.

Capacity Building Strategic Projects – An allocation of \$385k p.a. to year 2028/29 and \$435k p.a. thereafter (unindexed) has been included to fund the delivery of the Strategic Work Plan.

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Resource – The capacity of 2 FTE's p.a. or contractor/consultant equivalents (20 FTEs over the life of the LTFP has been included) which is expected to either be Council Staff or consultants/contractors.

Making Better Places Program – Previously known as Sports Recreation and Open Space Strategy (SROSS) has been reviewed, however implementation remains from 2027/28 (details on next page).

Strategic Work Plan - Individual projects such as the Business Systems review have been scheduled for a finite period, however, consideration of an ongoing allocation over the life of the LTFP in recognition of the need to resource for future priorities and growth is maintained for various items such as capacity building, asset management condition audits, etc.

CBD Activation - An allocation has been included of \$100k p.a. (unindexed) to conclude in 2026/27 .

Asset Management - Condition audits and valuations undertaken throughout 2022/23 and 2023/24 financial years for our major asset classes has seen a significant increase in baseline depreciation, the capital works budget and the forward works program. We have seen the cost of construction increase and the condition audits have informed the works that need to be undertaken.

Valuations - The LTFP indexes CPI annually from 2026/27 and applies 50% of actual CPI in 2025/26 while the asset management unlocking strategic project focuses on review of our actual asset consumption and depreciation.

Capital Works Program - This program, aligned with the Asset Management Summary and supporting plans, have been updated to reflect data resulting from the condition audits and valuations for the Buildings and Structures and Infrastructure asset categories, carry forwards identified as at Budget Review 2, and capital for new/upgrade expenditure following engagement with relevant Council staff and Elected Members.

Master Planning – The previous version of the LTFP included a \$50k p.a. allocation for master plans. This version of the LTFP includes \$100k p.a to 2028/29 to better reflect actual cost. The additional \$50k p.a has been offset by a reduction in the capacity building strategic projects fund.

Making Better Places Program (ex SROSS) – in recognition of the need to renew ageing assets and continue to invest in growing and improving the city, a capital allocation of \$5m (unindexed) every three years has been included (design in year 1 and construction in years 2 and 3) 50% for renewal and 50% for new/upgrade capital expenditure. Further 50% grant funding has been incorporated resulting in a cash impact every three year cycle of \$2.5m. This has changed from inclusions in the previous LTFP which included \$5m projects every two years and assumed 100% new/upgrade capital expenditure.

Waste Management – The development of a Waste and Resource Recovery Master Plan has been identified by Council as a key strategic project and is almost complete. This document, in conjunction with the 'Waste and Resource Recovery Strategy 2023 - 2030, will provide a whole of life map for waste management, including, the Waste Transfer Station, ReUse Market, Caroline

DRAFT Long Term Financial Plan 2026-2035

Landfill and kerbside collections. The comprehensive planning and analysis combined within the Master Plan, along with associated financial modelling will enable Council to minimise the risks associated with its waste services, particularly those of owning and operating a landfill. One of the components of the Master Plan is a Risk Plan, which will specifically list waste related risks.

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5. Essential Services Commission of South Australia

In February 2025, the Essential Services Commission of South Australia (ESCOSA) released its findings on the City of Mount Gambier's financial performance and sustainability.

The City of Mount Gambier's historical, current, and projected financial performance was deemed mostly sustainable. This outcome reflects our commitment to delivering services and infrastructure while maintaining long-term stability.

Council acknowledges the recommendations provided by ESCOSA and provides the following responses and actions being implemented as part of its ongoing commitment to financial sustainability, transparency, and responsible governance:

1. Disclose material changes to its capital expenditure forecasts as part of its annual review and update to its Long-Term Financial Plans.

Council has undertaken a review of its capital expenditure forecasts, particularly relating to the former Sport, Recreation and Open Space (SROSS) program, now retitled the *Making Better Places Program*. Changes to this program include the reallocation of expenditure between new and renewal assets, extension of the delivery timeframe from two to three years, and an expansion of the fund's scope to city-wide projects.

2. Develop a plan to achieve cost saving measures and targets and report annually in the budget and the Long-Term Financial Plans as appropriate, to provide evidence of controlling the growth in costs and achieving efficiencies across its operations and service delivery.

Council has commenced several cost-saving and efficiency initiatives, including:

- Transitional adjustments to visitor servicing hours to reflect seasonal demand and industry benchmarks, ahead of a formal model review in 2025/2026.
- Engagement of specialist consultants to secure improved electricity contract terms, achieving cost savings through zero indexation on usage charges while incorporating green energy.
- Renegotiation of BPay fees with Council's banking provider, lowering transaction costs associated with rates payments.
- Ongoing adherence to strong procurement practices that emphasise competitive processes and value for money.

These measures will be documented and reported through Council's annual budget process and updates to the LTFP, providing transparency and accountability in managing cost growth and achieving operational efficiencies.

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3. Review its planned pace of repayment of debt, balancing rate increases, financial costs, and intergenerational equity.

Council continues active discussions with the Local Government Financing Authority (LGFA) to explore options for optimising its debt repayment strategy. This includes consideration of financial cost impacts, the effect on current and future ratepayers, and intergenerational equity. Council's approach aligns with its Treasury Management Policy and also considers potential break costs associated with early repayment of loans. This work aims to create future financial capacity while maintaining a sustainable balance between debt servicing and other financial obligations.

4. Review its depreciation assumptions and the underlying valuations and useful life data to ensure that depreciation accurately reflects the rate of asset consumption and ensure that asset renewal and replacement is fully funded.

Council is progressing a multi-year strategic project to enhance asset management, with a key focus on reviewing asset useful lives in comparison to actual consumption patterns. As an interim measure, Council has endorsed a reduction in asset valuation indexation from 100% of CPI to 50% of CPI for the 2025/2026 financial year. This adjustment recognises the need for improved data and better alignment of depreciation to the real rate of asset use. Asset renewal funding is a priority within this project to ensure long-term infrastructure sustainability.

5. Review its pace of development of new and upgraded assets, having regard to rates affordability, the affordability of the stream of future liabilities created by new and upgraded assets, and the need to prioritise and fully fund asset renewal and replacement.

Through the transition from the SROSS program to the *Making Better Places Program*, Council has taken a more measured approach to new capital investment. The fund now includes a 50/50 split between new and renewal projects and extends delivery cycles to every three years, better aligning with project delivery timeframes and grant availability. This approach balances the need for community infrastructure with the long-term financial burden of asset maintenance and replacement.

6. Review its approach to addressing financial sustainability risks, in consultation with its community, with a view to limiting future increases in rates and improving affordability for ratepayers.

Council remains committed to engaging with the community to improve transparency and ensure that rate-setting decisions are understood and supported. The current LTFP includes a modest 0.5% growth estimate. Where actual growth exceeds this target, the additional revenue will be used in 2025/2026 to reduce the overall amount of rates raised, not to increase total revenue. This approach reflects Council's intent to limit rate increases where possible, while maintaining service delivery and financial sustainability.

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Key Financial Indicators:

The following targets have been set in line with the adopted T150 Treasury Management Policy and Council's loan conditions with the LGFA:

Operating Surplus Ratio % - Positive surplus ratio by 2026/27.

Net Financial Liabilities Ratio % - Net Financial Liabilities Ratio of lower than 100% to be achieved by 2026/27.

Asset Renewal Funding Ratio % - 100% or greater throughout the duration of the LTFP.

If any of the targets are not achieved (i.e. if growth or CPI is lower than planned), this will mean that other assumptions will need to be changed to ensure that the targets set by the LTFP are achieved.

Indexation - Escalation of expenditure and revenue.

Interest Rates - Interest rates have been forecast based on current interest rates and the forecast projection of inflation and indexation. Council's debt structure has been established to ensure alignment with Council's Treasury Management Policy, with an appropriate mix of loan terms and fixed and variable debt.

Service Levels - Adjusting service levels may result in increased cost of renewal/upgrade, maintenance and depreciation.

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6. Risks and Opportunities

The LTFP is updated annually and needs to have regard to relevant risk, opportunities and mitigation strategies. During the development of this LTFP we have identified the following:

Risks

State/Federal Government - Local Government reforms and funding/cost shifting (e.g. Financial Assistance Grants timing and amount of advance payments).

Climate Change Impact - The future impact on the way in which Council operates will need to be considered. Council has a strategic target to achieve a 65% reduction on kerbside waste to landfill by 2030.

Grant Revenue - Whilst grant revenue may fund additional capital works, additional maintenance/renewal expenditure will be incurred as a result. Discontinuation of Local Roads Community Infrastructure (LRCI).

Procurement Market Conditions - Current market conditions have either driven up costs, or resulted in less availability of contractors which will also impact on the capacity to deliver.

Wulanda - Impact on the organisation to support activation and operations.

Opportunities

Efficiencies - Efficiencies will be investigated in operating expenditure to support capital works expenditure or through strategic procurement activities (where like activities are 'bundled up').

Growth - Higher than projected growth in assessments (above the 0.5% p.a. for future years of the LTFP).

Timing - A review of strategic priorities has been undertaken by the Executive Leadership Team further to consultation across the organisation in the development of the Strategic Work Program. The organisation's capacity to deliver has been considered.

Service Reviews – identifying service efficiencies can help optimise resources and support the sustainable delivery of services that align with community expectations.

Commercial Partnerships/Grant Funding - Seek greater contributions from others to fund current activities/additional projects.

Borrowings - In line with our Treasury Management Policy the intent is to have an optimal structure that ensures that the net interest costs associated with borrowing and investing are reasonably likely to be minimised on average over the longer term.

Grant Revenue - Attracting further grant revenue will improve ratios if used to fund works already in LTFP.

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7. Exclusions from this Plan

The following potential significant investment/items are excluded from this version of the LTFP:

Waste Resource Recovery Masterplan - Further work is currently underway aligned with the development of the draft masterplan. A component of this is expected to further define the design and subsequent cost of future cell construction, capping, other capital investment and operational requirements, and the post closure provision and unwinding of net present values.

Capital Works Costing Principles - Work continues to improve costing principles for the allocation of internal cost to capital projects, including project management, total staff costs, disposal of materials (e.g. road surfaces) and plant usage allocations. The implementation of these principles will be staged across a number of years. This version of the ABP and LTFP includes the results of initial work undertaken and further incremental improvement. Future iterations of the LTFP and supporting AMPs will incorporate refinements as work progresses.

Asset Management - Further review to be undertaken in preparation for the development of the next iteration of the Asset Management Plan / LTFP starting December 2025.

Master Planning - Recommendations from the master planning currently in progress and forecast to be completed annually up to and including 2028/29. Noting that allocations for the Making Better Places Program capital expenditure will be prioritised to assist meeting any recommendations.

Visitor Information Services – A review of the visitor information service is due to be undertaken in September 2025. This follows 12 months of a transition, test and trial phase to a hub and spoke model and will incorporate expressions of interest sought for the community activation of the Lady Nelson site with a view to house local creative industries and/or historical collections.

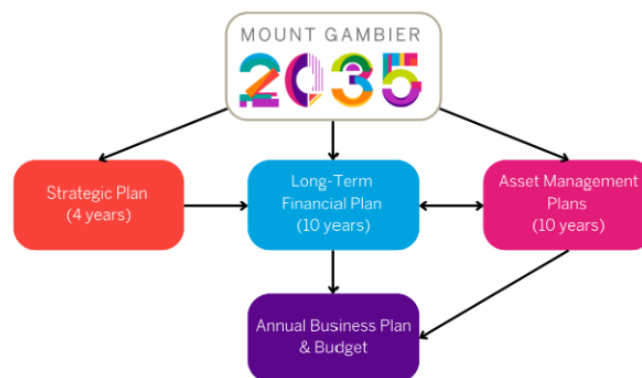
Enterprise Bargaining (EB) Agreements - The current EB's conclude November 2025 with negotiations due to start July 2025. At the time of writing this plan, indexation was applied using Deloitte's Access Economics short-term estimates with the assumption that all other wage conditions will remain materially the same.

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8. Hierarchy Of Documents

Hierarchy of Documents - Brings together the key planning documents to ensure that the vision, goals and objectives set by Mount Gambier 2035 are implemented in the Long Term Financial Plan, Asset Management Plan, Strategic Plan, and Annual Business Plan.

The Long Term Financial Plan - Guides and is guided by other key strategic management documents as shown below:



Mount Gambier 2035 (10 Years) - The Mount Gambier 2035 Community Vision was developed through extensive community engagement and serves as a foundational document for the Council. It informs our overarching strategic planning and reporting framework, ensuring that all Council activities and decisions are aligned with the community's goals and aspirations. The Council is proud to be the custodian of this community-led vision and is committed to using it as a guiding document for planning and decision-making. This vision informs our strategic plan, which in turn guides all the Council's strategic documents.

Strategic Plan (4 Years) - Outlines the overarching goals for the next four years, guiding resource allocation and establishing a framework for measuring and reporting progress.

Long Term Financial Plan (10 Years) - The Long Term Financial Plan shows the financial impact of the implementation of the Strategic Plan over the next 10 years and incorporates key assumptions from the Strategic Plan and Asset Management Plan. The LTFP will be reviewed by Council on an annual basis.

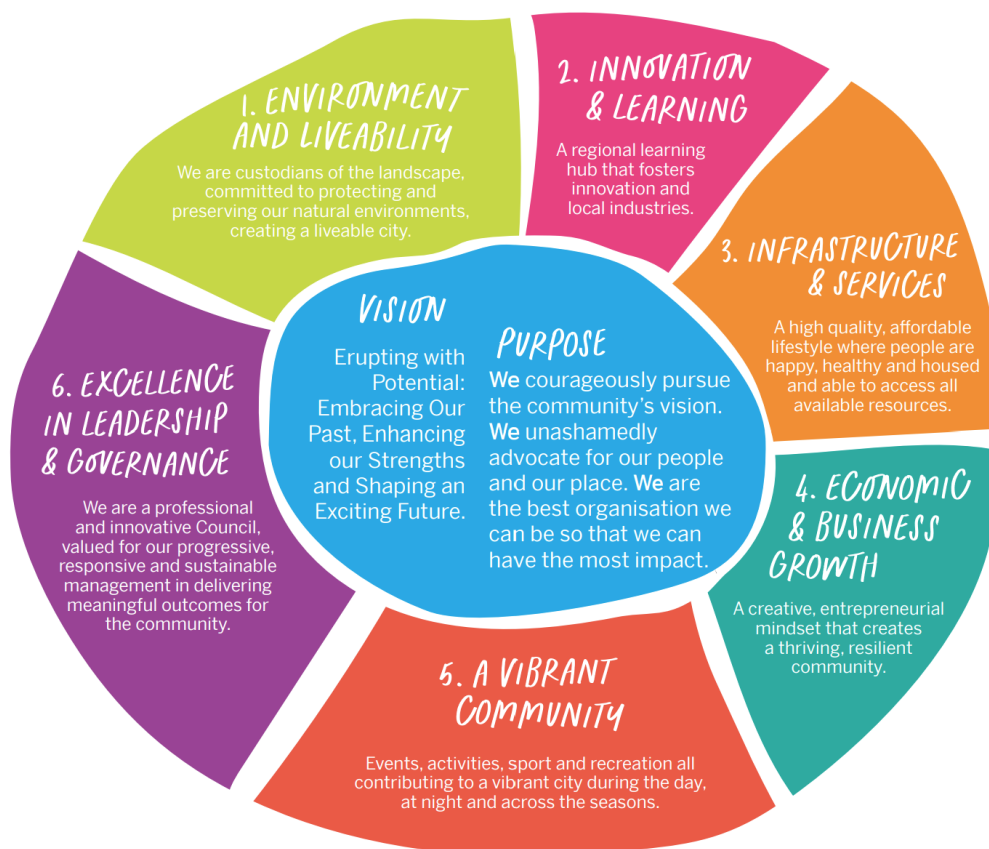
Asset Management Plan (Asset Management Summary) (10 Years) - Identifies the required future expenditure on infrastructure and funding required to maintain service levels. It is aligned with the LTFP.

Annual Business Plan (1 Year) - Each year, Council develops an Annual Business Plan guided by Council's strategic financial framework which sets strategic directions over the medium and long term and converts these into annual actions and outcomes. This shows the outcomes Council expects to achieve in the year, the services, the key measures of success and the budget required to deliver these outcomes.

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9. Strategic Plan - Our Vision and Strategic Priorities

The Council's Strategic Plan 2024–2028 outlines the overarching goals and priorities for the next four years, guiding resource allocation and establishing a framework for measuring and reporting progress. It directly responds to the community's vision, addressing the needs and aspirations of those who live, work, study, or visit Mount Gambier. It sets out the expected outcomes from Council's actions, organised under six strategic priorities, including the five from the Community Vision – Mount Gambier 2035, and a sixth priority emphasising strong, accountable leadership and governance.



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10. CEO's Statement of Financial Sustainability

Key Objective - The key objective of preparing a comprehensive and informed LTFP is to enable Council to maintain financial sustainability in the medium to long term whilst achieving the objectives and standards detailed in Council's suite of strategic management plans.

Service Levels - This means Council will be able to manage and maintain current and predicted services and service levels, and infrastructure requirements to adequately provide for needs of the city.

Our LTFP:

- **Guide** - Serves as guiding tool for decision making.
- **ABP** - Informs Annual Business Plan and Budget (ABP) processes by taking a multi-year perspective on spending positions;
- **Financial Sustainability** - Determines organisational financial capacity and sustainability; and
- **Legislation** - Complies with statutory requirements (per the Local Government Act and the Essential Services Commission of South Australia – ESCOSA).

Funding:

To fund our major intergenerational project for the construction of the Wulanda Recreation and Convention Centre, the LTFP has applied debt as a means to achieve intergenerational equity. This ensures that the cost of construction of this project is shared across the current and future ratepayers, consistent with those that will benefit from the use of this new facility.

Our Financial Sustainability:

Council has three Key Financial Indicators (KFIs) per Council's Treasury Management Policy that measure financial sustainability. It should be noted that all three KFIs achieve the targets set by Council's Treasury Management Policy (T150) as shown below will be met in 2025/2026.

- **Operating Surplus Ratio** - The ratio is positive over the 10 year period with an average ratio of 1.3%, achieving a balanced budget in 2025/26 and surpluses from 2026/27 onwards.
- **Net Financial Liabilities Ratio** - The average ratio over the 10 years is 46%, achieving a ratio of less than 100% in 2024/25 and continuing to 2034/35.
- **Asset Renewal Funding Ratio** - The Asset Renewal Ratio averages 110% over the 10 years of the LTFP and is consistently above 100% each year. The LTFP is aligned with the forward works program and Asset Management Plans.

These indicators are evaluated in more detail within this document and together, show that Council will maintain financial sustainability in the short, medium and long term.

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11. Rate Setting (General Rates and Waste Service Charge)

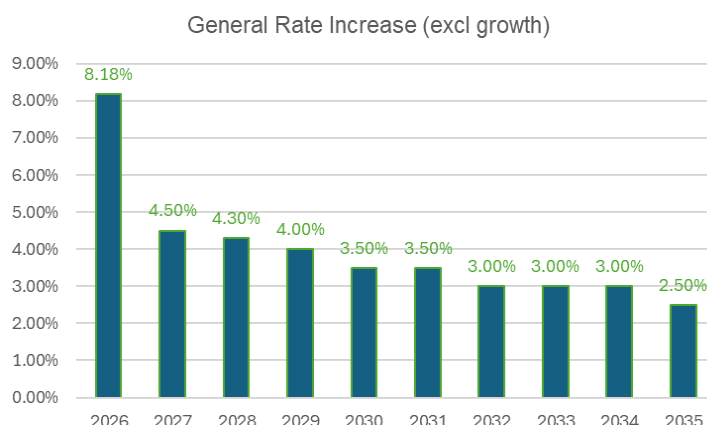
Historic Rating - In previous years rating did not keep up with inflation and whilst an increase was proposed smoothed across 3 years for 2023/24 financial year, rating was below actual CPI. A large step-increase was applied in 2024/25 to create organisational capacity and achieve financial targets by 2026/27 financial year. Average residential rates were significantly below the rural state average, noting this does not consider variances between Council's for service charges.

Growth - Over previous years the organisation has not grown/increased budget to reflect community growth (and increase in cost of service).

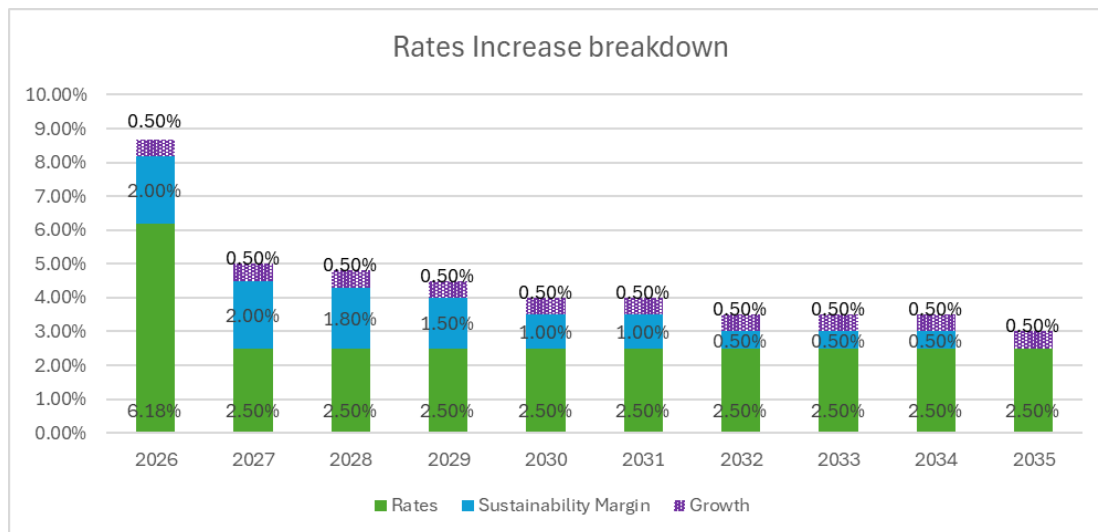
Balanced Approach - Council needs to find the balance between resident expectations and what is appropriate and affordable for Council to provide with the revenue available.

General Rate Increase - Rating for this financial year and beyond considers a number of factors including the following:

- **Average Rates** - City Of Mount Gambier's average residential rates have been significantly below the average rural SA average, being \$1,342 in 2024/25 compared to \$1,769 for the SA rural average, noting a waste service charge of \$311 was applied.
- **Depreciation** - Further to the revaluations undertaken over the past 2 financial years for the Infrastructure and Buildings and Structures asset classes there has been a significant increase to the value of these asset classes and subsequently to depreciation.
- **Sustainability** – The updated modelled rate for 2025/26 and beyond is based upon CPI plus a maximum of 2% sustainability margin as required to ensure that Council achieves and maintains its operating surplus to fund future service provision and pay down debt. The sustainability margin will be reduced as Council estimates the impact of cost savings and efficiencies are recognized.



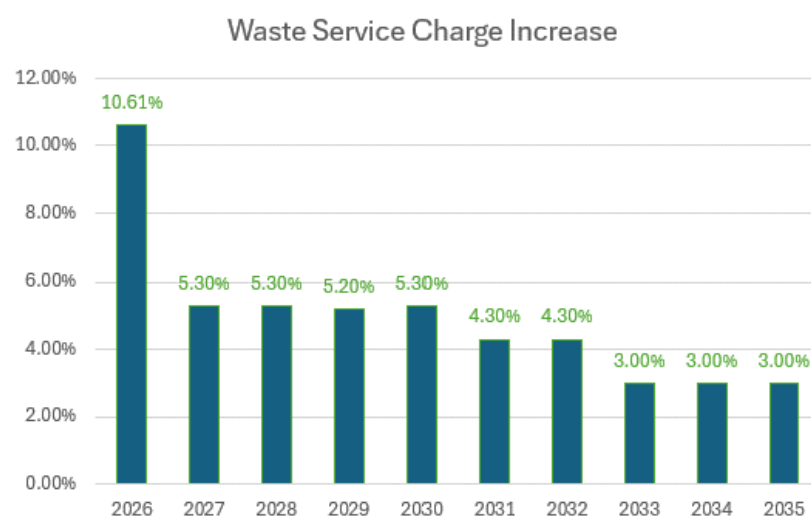
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Assessment Growth - Assessment growth has been considered in the LTFP and has been assumed to be 0.5% p.a. in the future years. Council has taken a prudent approach considering average growth of 0.76% for all assessments over the last 7 years (noting that this growth has been impacted by COVID).

Impact on Individual Ratepayers - It should be noted that the average rate increase per annum is based on the total of all rateable properties. The impact on individual ratepayers may be different based on the change in valuation of their property relative to the overall valuation changes across the council area.

Waste Service Charge – The Waste Service Charge is reviewed annually and is based on estimated operating and capital costs of delivery the kerbside collection service(s).



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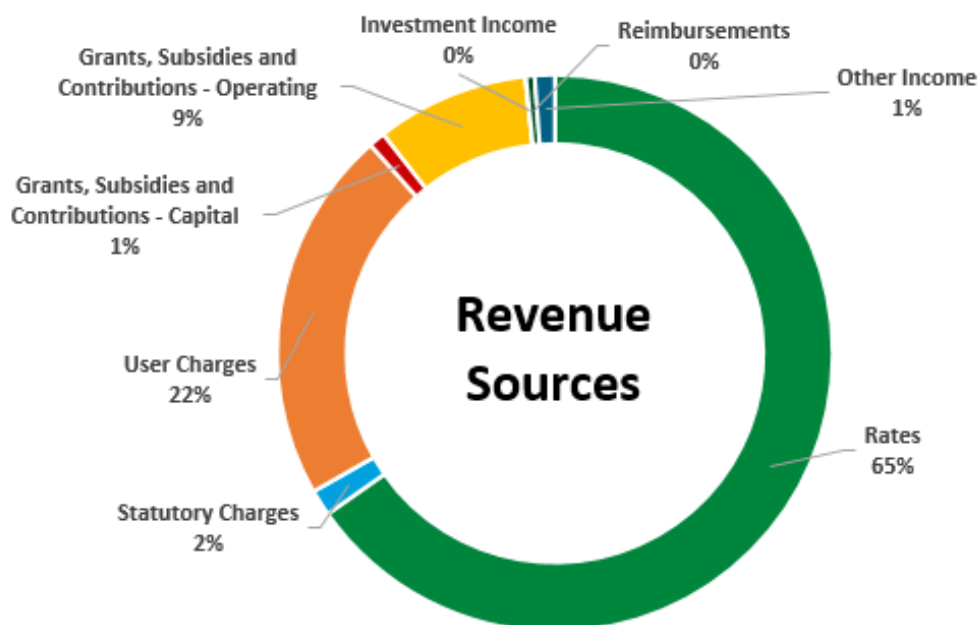
12. Funding Of This Plan

OVERVIEW:

Council generates revenue and funds this plan from a number of sources to provide services, infrastructure and benefits to the community and ensure the economic, social and environmental sustainability of the region.

Funding is generated from revenue and borrowings aligned with relevant policies, plans and objectives to ensure a balanced approach in generating public value to the community. A summary of the funding that supports this LTFP is shown in the Uniform Presentation of Finances included in the Appendix.

REVENUE:



Revenue - Council's main sources of revenue are as follows:

Rates - Council generates 65% of total revenue (operating and capital) across the life of the LTFP from rates. This revenue is in the form of:

- General rates; and
- Waste service charge.

Statutory Charges - Are legislated charges that support environmental, development and public health including:

- Planning and development fees;
- Public health and support services; and
- Animal management (including dog registration).

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User Charges - Are fees and charges associated with the provision of specific services to the community/businesses including:

- Waste management fees - Gate fee, Waste Transfer Charges and the Reuse Market;
- Wulanda - Fees and charges in relation to the use of the facility;
- Cemetery fees;
- Council facility rental, and;
- Retail facilities.

Grants, Subsidies and Contributions - Are external funds obtained from other levels of government or other bodies that contribute to either Council's cost of operations or support capital projects over the life of the LTFP.

Other Income - Includes reimbursements and sundry income (such as Open Space fees) and sale of surplus assets.

BORROWINGS:

Council's Debt - A key source of funding for this version of the LTFP is borrowings. The borrowings structure is made up of the following:

- **Credit Foncier Loans** - These are fixed term loans with varying terms that have been used to support the construction of the Wulanda Recreation and Convention Centre facility. It should be noted that particular care has been taken in establishing the terms of the individual loans to ensure that at the end of the LTFP the required flexibility is available.
- **CADs** - These are flexible loans where funds are drawn down and paid back as required.
- **Debt Structure** - The mix between fixed and variable debt has been considered throughout this version of the LTFP to ensure that required flexibility and capacity is available to Council.
- **Total Borrowings** - The level of total borrowings for each year has been included in the Key Financial Ratios section of this document (it should be noted that the borrowings are funded by loans/debt capacity specifically allocated to the construction of the Wulanda Recreation and Convention Centre and other debt capacity for other Council operations).

LGFA Loan Agreement To Fund the Wulanda Recreation and Convention Centre (WRCC):

The targets were aligned with the terms of the special conditions of the

loan with the LGFA (Local Government Finance Authority) accepted by Council at the Special Council meeting on 23 March 2021 (as follows):

REPORT RECOMMENDATION

1. That Council Report No. AR21/17395 titled 'Wulanda Recreation and Convention Centre Funding' as presented on 23 March 2021 be noted.
2. That Council accept the special conditions of the loan approval for the Wulanda Recreation and Convention Centre imposed by the Local Government Finance Authority and will, as forecast in the current adopted Long-Term Financial Plan, not later than the end of the financial year ending 30 June 2027 have achieved:
 - A positive Operating Surplus Ratio
 - Net Financial Liabilities Ratio less than 100%;

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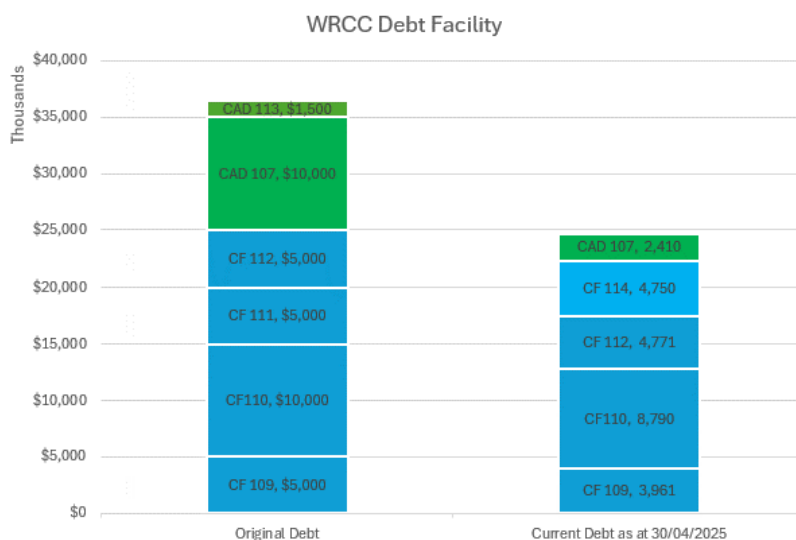
- *Asset Renewal Ratios which align with forecasts set out in the Long-Term Financial Plan*
- *That Council not undertake any capital projects or increase the costs of operations through new or enhanced services other than as set out in the Long-Term Financial Plan.*

Debt Structure/Strategy:

Debt structure assumptions i.e. the mix of borrowings between fixed debt and flexible debt and the term of the loans used to fund Council's activities have been considered in the context of the adopted Treasury Management Policy (T150).

WRCC Borrowings/Debt Capacity - The original funding of Wulanda assumed \$35m of debt for Wulanda (i.e. cash c\$5m, Federal Government grant funding of \$15m and State, Government grant funding of \$10m, plus \$35m debt funding). Subsequently, an additional CAD facility of \$1.5m was approved.

The graph below shows the available debt facility by individual loan with the original loan amount/capacity of \$36.5m and the current debt value as at 30 April 2025. For noting that debt values fluctuate according to Council's working capital cycle.



Individual Loans - Details of the individual loans/debt capacity in terms of the expiry date and interest rate are as follows (aligned with annual Audit and Risk Committee reporting):

Facility	Expiry Date	Interest Rate
Credit Foncier 109 amortising (WRCC)	16/05/2032	4.75%
Credit Foncier 110 amortising (WRCC)	16/05/2037	4.85%
Credit Foncier 112 amortising (WRCC) *	15/05/2026	4.95%
Credit Foncier 114 interest only (WRCC) *	17/03/2027	4.88%
CAD 104 (WRCC)	16/08/2026	5.75%
CAD 106 (WRCC)	15/06/2025	5.75%
CAD 107	16/08/2026	5.75%
CAD 113 (WRCC)	15/06/2025	5.75%

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* It should be noted that these loans have balloon facilities that allow the loan to be either repaid or refinanced (either as another credit foncier loan or a CAD). The LTFP assumes that the loans will be refinanced as credit fonciers upon expiry until 2031 when they are repaid and converted into flexible CADs.

It should also be noted that the CAD interest rates included in the table are as at 30 April 2025.

13. Key Assumptions

OPERATING REVENUE:

General Rates - Revenue has been indexed by 8.18% (excluding growth) in the first year of the LTFP and CPI plus 2% sustainability margin as required to ensure financial sustainability (excluding growth) for the remaining years of the LTFP. For noting that stepped cost decreases are forecasting a reducing requirement for the sustainability margin over the life of the plan.

Waste Service Charges – The waste service charge value has been modelled based on estimated cost including CPI.

Council Operations User Charges – increases incorporate CPI and weighted average impact of waste management long term planning estimates, aligned with the user pays principle for the majority of user charges. Waste Management accounts for over 51% of user charges.

Grant Funding (Recurrent) - Financial Assistance Grants and Roads to Recovery (RTR) have been assumed to continue over the life of the plan.

For Financial Assistance Grants it has been assumed that 100% of the year's allocation will be paid in the current year (from 2025/26 onwards) and that the Special Local Roads Fund payment will continue.

It should be noted that at this stage no advice has to date been provided for the advance payments for current and future years and as such no adjustment has been made to the LTFP.

A significant increase in the Roads to Recovery program over the next five year term has been built in.

Indexation where appropriate has been applied to other grant revenue based on CPI.

Grant Funding (One-off) - Tied grant funding is applied in the same year that corresponding expenditure is planned.

Development Related Revenue - Development Approval and Planning fees have been reduced in the baseline year 2025/26 as the previous model baseline estimate was too generous. These fees have been inflated by CPI annually over the life of the plan.

OPERATING EXPENDITURE:

Materials, Contracts & Other Expenditure - Has been indexed in line with forecast CPI increases over the period of the plan. One-off expenditure has been removed and cyclical expenditure has been incorporated.

Employee Costs - Standard increases are aligned with Deloitte's Access Economics for the initial

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years of the LTFP, with anticipated increases thereafter.

Strategic Work Plan Delivery - Additional funding has been allocated to support the delivery of identified initiatives and a further capacity of c\$435k p.a.(unindexed from 2025/26 onwards). Noting \$50k of this amount has already been allocated to fund additional master planning costs annually to 2028/29.

FTEs - The number of FTEs employed by Council over the life of the LTFP is assumed to increase by 2 FTEs annually (or equivalent in consultancy/contractor fees).

Finance Costs - Have been modelled factoring in the projected debt Council will hold in each year of the plan, and the forecast interest rate to be charged by the Local Government Finance Authority. In this plan the interest rate used has been modelled based on actual rates provided by the LGFA for credit foncier loans and indicative rates for Convertible Cash Advance Debentures (flexible borrowings).

CAPITAL EXPENDITURE

Asset Renewal - Is provisioned to allow for Council to meet the renewal requirements as per the revised Asset Management Plan. Renewal, maintenance and depreciation of new and upgraded assets have been included in the plan to ensure these are funded. The forward works program for the Infrastructure and Buildings and Structures classes are based upon the condition audits and valuations undertaken as at 30 June 2023 and 1 July 2023 respectively. Indexation applied is in line with forecast CPI increases over the period of the plan (noting that the forecast in the Asset Management Summary is unindexed).

New Capital/Upgrade – Council's asset management plan's provide the basis for inclusion in the Long Term Financial Plan as well as known changes or additions that may not yet be reflected through the Annual Management Plan. At this stage prior to the completion of the Waste and Resource Recovery Masterplan the only significant investment for new capital at Caroline Landfill is for cell construction, cell capping and a weighbridge. Indexation applied is in line with forecast CPI increases over the period of the plan (noting that the forecast in the Asset Management Summary is unindexed).

Future Development - It should be noted that the next iteration of Asset Management Plans for inclusion in the next iteration of Long Term Financial Plan. This is an annual cycle and will be prepared in the first half of 2025/26.

CAPITAL REVENUE

Grants - Future grants have been assumed for the Making Better Places Program. Noting that should grant applications be unsuccessful the projects will be reviewed to establish whether a lesser project scope should be delivered.

Making Better Places Program (ex SROSS) - From 2028 onwards the program is expected to deliver two projects with design in year 1 and construction in year 2 and year 3 supported by matching grant funding (c\$5m per project excluding inflation with \$2.5m grant funding).

Physical Resources Received Free of Charge - Considering prior year performance an allocation of \$1.2m per annum has been included in this version of the LTFP.

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STATEMENT OF FINANCIAL POSITION (BALANCE SHEET)

Assets such as trade and other receivables, inventories and equity accounted investments have all been modelled based on historical averages, with no significant variances expected over the period of the plan.

Infrastructure, Property, Plant and Equipment are modelled based on the cumulative effect of depreciation, capital expenditure, asset disposals and adjustments made to maintain valuations at fair value. It should be noted that from 2026/27 onwards 100% of forecast CPI has been applied to index asset values annually in years that a revaluation does not occur. The revaluation cycle is every 4 years.

Liabilities such as trade and other payables and provisions, have been modelled based on historical averages of Council, with no significant variances expected over the period of the plan.

Borrowings provide an alternative source of funding to enable Council to achieve its objectives and in particular the funding of the Wulanda Recreation & Convention Centre. Borrowing requirements have been modelled based on the cumulative effect of operating deficits/surpluses, capital expenditure and revenue. The debt structure and allocation between fixed (credit foncier) and flexible (CADs) was developed in consultation with Elected Members and the Audit and Risk Committee.

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14. Key Financial Ratios

OVERVIEW

Local Government Sector Performance - The following Key Financial Indicators are deemed by the Local Government Sector to be the best indicators for determining financial sustainability:

- Operating surplus / (deficit) ratio;
- Net financial liabilities ratio; and
- Asset renewal funding ratio.

Legislative Requirement - These indicators are also a requirement of Council's annual financial reporting in accordance with Local Government legislation and regulations.

Section 122 of the Local Government Act 1999 states that Councils should assess:

"...The sustainability of the Council's financial performance and position, and... The extent of levels of services that will be required to be provided by the council to achieve its objectives and to the extent to which any infrastructure will need to be maintained, replaced or developed by the Council..."

Treasury Management Policy - The following graphs and accompanying commentary are set against targets included in the adopted "Treasury Management Policy" as shown below:

"6.3 Key Financial Indicators (KFIs)

- Council ensures long term financial sustainability using key financial indicators in its LTFP. Council has the following targets:
 - **Operating Surplus Ratio** – To achieve a positive operating surplus ratio by 2026/27.
 - **Net Financial Liabilities Ratio** – Achieve a target of less than 100% of total operating revenue by 2026/27; and
 - **Asset Renewal Funding Ratio** - Maintain asset renewal funding ratio of greater than or equal to 100% of the Asset Management Plan."

Additional Ratio – The borrowing to income ratio has been incorporated in the LTFP as an additional measure of financial sustainability.

OPERATING SURPLUS RATIO

What is the purpose of this ratio?

This financial indicator is useful in determining if current ratepayers are paying enough to cover products and services provided in each period.

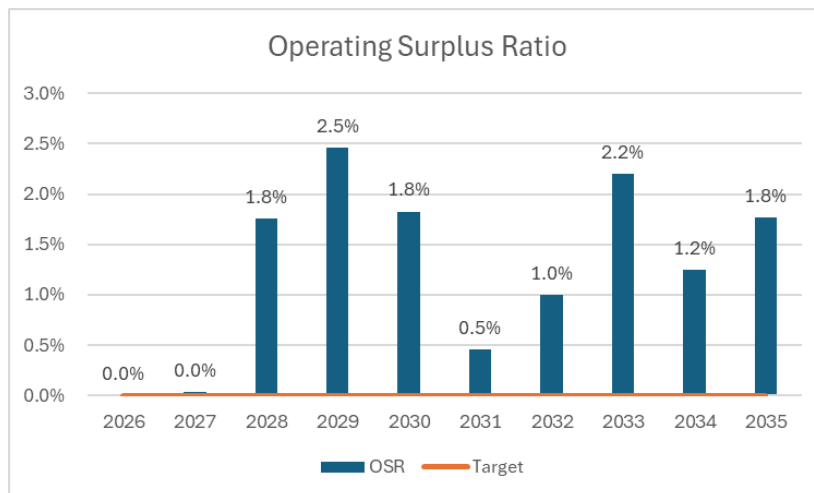
How is this ratio calculated?

Operating surplus before capital revenues as a percentage of total operating revenue.

What is the target?

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The target to be achieved by 2026/27 is that Council will achieve a positive ratio (aligned with Council's Treasury Management Policy and the LGFA loan terms to fund the construction of the Wulanda Recreation and Convention Centre).



Result:

Council is expected to return to a balanced budget in 2025/26—one year ahead of the previous Long Term Financial Plan—delivering a positive result for the remainder of the Long Term Financial Plan. This early achievement reflects strong financial management and continued progress toward long-term sustainability. The average ratio over the life of the LTFP is 1.3%.

It should be noted that the surplus is required in future years for the repayment of debt and investment in new assets.

NET FINANCIAL LIABILITIES RATIO

What is the purpose of this ratio?

This financial indicator is useful in determining the level of indebtedness that Council has in comparison to its operating revenue.

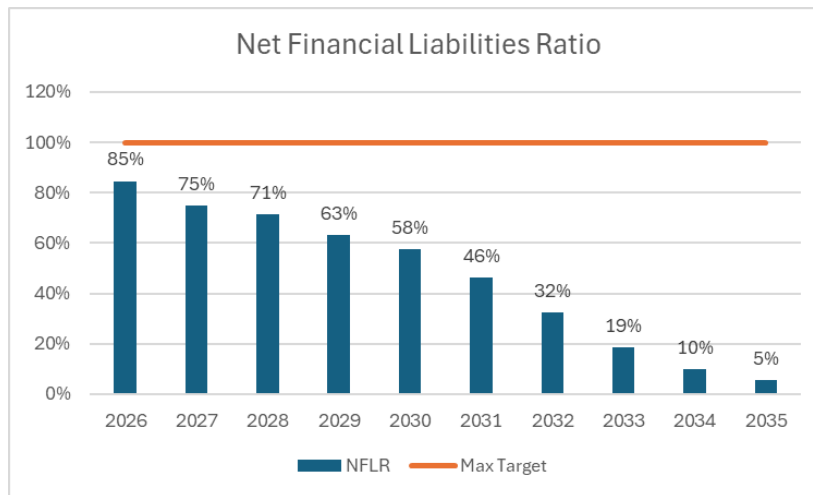
How is this ratio calculated?

Net financial liabilities as a percentage of total operating revenue.

What is the target?

Council will achieve a net financial liabilities ratio of less than 100% of total operating revenue 2026/27" (aligned with Council's Treasury Management Policy and the LGFA loan terms to fund the construction of the Wulanda Recreation and Convention Centre).

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Result:

Based on current forecasts, Council is now expected to meet its financial targets 12 months earlier than planned—demonstrating strong financial management and a clear trajectory toward long-term sustainability. The Net Financial Liabilities Ratio is projected to fall below the 100% target by 2024/25 and remain under this threshold for the entire 10-year period of the Plan, averaging 46%.

ASSET RENEWAL FUNDING RATIO

What is the purpose of this ratio?

This financial indicator is useful in determining if Council is maintaining all of its assets.

This is best demonstrated by comparing total Capital Renewal expenditure planned against Strategic Asset Management Plan requirements.

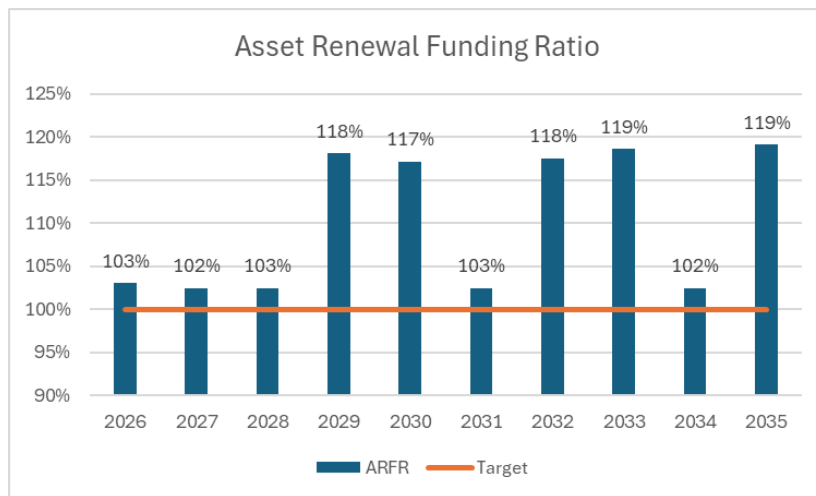
How is this ratio calculated?

Capital expenditure on renewal or replacement of existing assets as a percentage of asset management plan allocations.

What is the target?

Council will maintain an asset renewal funding ratio of greater than or equal to 100% of Asset Management Plan.

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Result:

Council will achieve over the period of the plan the required expenditure that is set out in the Asset Management Plan.

Renewal expenditure for the future 10 years is expected to be aligned with the Asset Management Plan i.e. a ratio of 100% excluding inclusions for Waste Management and Making Better Places Program.

Spikes in the ratio in years 2029, 2030, 2032, 2033, 2035 are due to change in assumption that the Making Better Places Program will be 50% renewal, prior to this charge it was considered 100% new asset expenditure.

BORROWING TO INCOME RATIO

What is the purpose of this ratio?

This is a way to measure Council's ability to make loan repayments comfortably without putting the organisation in financial hardship.

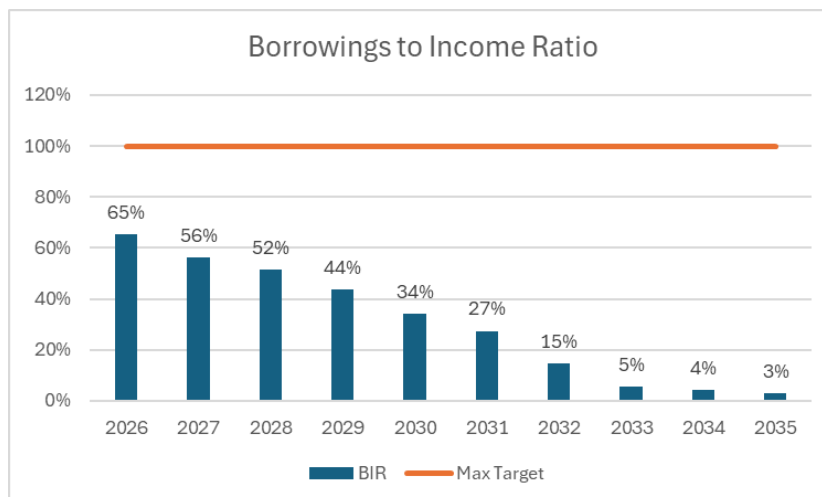
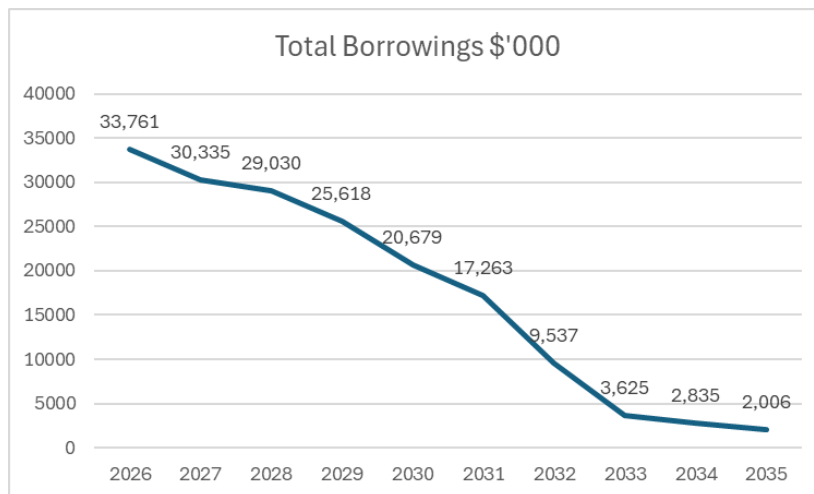
How is this ratio calculated?

Total borrowings including CAD divided by total operating revenue.

What is the target?

Council will maintain a target of less than 100%.

DRAFT Long Term Financial Plan 2026-2035



Result:

As debt is repaid through rates revenue, it is important that we are mindful of how much we borrow and how quickly we can repay our debt. That is why we have a long term view of debt and have focused on Council's debt structure and reducing debt from the peak forecast for 2024/25 to \$2m in 2034/35.

For all years of the LTFP the borrowing to income ratio is lower than the 100% target.

Debt structure assumptions i.e. the mix of borrowings between fixed debt and flexible debt and the term of the loans used to fund Council's activities have been considered in the context of the adopted Treasury Management Policy (T150).

Long Term Financial Plan 2026-2035

Assumptions

Key Assumptions	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/34	2034/35
General Rates Revenue Increase (excl Growth)	8.18%	4.50%	4.30%	4.00%	3.50%	3.50%	3.00%	3.00%	3.00%	2.50%
Assessment Growth	0.50%	0.50%	0.50%	0.50%	0.50%	0.50%	0.50%	0.50%	0.50%	0.50%
Waste Service Charge Increase	10.61%	5.30%	5.30%	5.20%	5.30%	4.30%	4.30%	3.00%	3.00%	3.00%
Consumer Price Index (South Australian CPI)	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%
CAD Interest Rate (estimate)	5.20%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%

Significant Expenditure:

Item	Operating/ Capital	Assumption
ESCOSA Local Government Rates Oversight Scheme	Operating	FY 2029 \$40k, FY 2033 \$40k (unindexed)
Asset Maintenance	Operating	\$100kp.a ongoing from FY 2027
Asset Condition Audits	Operating	\$50k p.a. (unindexed)
SROSS Masterplans	Operating	\$100k p.a. (unindexed) to FY 2029
CBD Activation	Operating	c\$100k p.a. (unindexed) To FY 2028
Business Systems Review	Operating	\$250k in FY 2026 and \$100k FY 2027
Council Election costs	Operating	FY 2027 \$140k, FY 2031 \$150k and FY 2035 \$150k (unindexed)
Infrastructure Valuations	Operating	c\$230k (unindexed in FY 2027 and FY 2031)
Buildings Valuations	Operating	c\$200k (unindexed in FY 2027 and FY 2031)
Strategic Work Plan Allocation	Operating	\$385k from FY 2027 to FY 2029 and \$435k onwards (unindexed)
Making Better Places Program) (ex SROSS) Implementation	Capital	Year 1 Design \$500k, Year 2 and Year 3 Construct (spread over 2 years) \$4,500k (gross capital expenditure unindexed), supported by 50% grant funding (unindexed)

Long Term Financial Plan 2026-2035

Financial Statements - Uniform Presentation of Finances

\$'000	2023/2024	2025/2026	2026/2027	2027/2028	2028/2029	2029/2030	2030/2031	2031/2032	2032/2033	2033/2034	2034/2035
	Actuals	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget
Income											
Rates	26,488	32,998	34,662	36,353	38,029	39,623	41,226	42,719	44,181	45,693	47,064
Statutory Charges	781	844	865	887	909	932	955	979	1,003	1,028	1,054
User Charges	9,179	10,938	11,482	12,059	12,668	13,314	13,804	14,307	14,665	15,031	15,407
Grants, Subsidies and Contributions - Capital	559	955	769	810	810	410	420	431	442	453	464
Grants, Subsidies and Contributions - Operating	1,102	4,995	5,045	5,180	5,248	5,389	5,514	5,661	5,793	5,947	6,086
Investment Income	54	56	51	43	35	25	21	8	-	-	-
Reimbursements	1,230	276	283	290	297	305	313	320	328	337	345
Other Income	2,668	642	658	674	691	708	726	744	763	782	801
Total Income	42,061	51,703	53,816	56,296	58,687	60,705	62,978	65,169	67,174	69,271	71,221
Expenses											
Employee Costs	19,320	18,346	19,229	20,150	20,927	21,731	22,562	23,422	24,309	25,227	26,176
Materials, Contracts & Other Expenses	15,292	19,403	20,206	19,911	20,441	20,864	22,031	21,920	22,516	23,042	24,318
Depreciation, Amortisation & Impairment	10,795	11,997	12,753	13,813	14,544	15,684	16,999	18,593	18,579	19,834	19,049
Finance Costs	1,822	1,957	1,609	1,435	1,332	1,317	1,098	583	289	304	423
Total Expenses	47,229	51,703	53,797	55,309	57,245	59,596	62,690	64,518	65,694	68,407	69,965
Operating Surplus / (Deficit)	(5,168)	0	18	987	1,442	1,109	288	651	1,480	864	1,255
Less: Grants, Subsidies and Contributions - Capital	(4,355)	(955)	(769)	(810)	(810)	(410)	(420)	(431)	(442)	(453)	(464)
Adjusted Operating Surplus / (Deficit)	(9,523)	(955)	(751)	177	632	699	(132)	220	1,038	411	791
Net Outlays on Existing Assets											
Capital Expenditure on renewal and replacement of Existing Assets	(3,528)	(8,184)	(8,033)	(8,176)	(9,417)	(10,166)	(10,088)	(10,449)	(10,081)	(9,712)	(12,254)
Depreciation, Amortisation and Impairment	10,795	11,997	12,753	13,813	14,544	15,684	16,999	18,593	18,579	19,834	19,049
Grants, Subsidies and Contributions - Capital Renewal	-	955	769	810	810	410	420	431	442	453	464
Proceeds from Sale of Replaced Assets	110	508	213	198	219	257	312	231	166	249	249
	7,377	5,276	5,702	6,644	6,157	6,185	7,643	8,806	9,106	10,824	7,508
Net Outlays on New and Upgraded Assets											
Capital Expenditure on New and Upgraded Assets	(6,188)	(1,791)	(1,344)	(6,482)	(4,757)	(3,475)	(1,471)	(2,346)	(2,831)	(5,407)	(5,005)
Amounts Received Specifically for New and Upgraded Assets	-	-	-	-	1,346	1,380	-	1,450	1,486	-	1,561
Grants, Subsidies and Contributions - Capital New / Upgraded	216	-	-	-	-	-	-	-	-	-	-
	(5,972)	(1,791)	(1,344)	(6,482)	(3,411)	(2,096)	(1,471)	(897)	(1,345)	(5,407)	(3,444)
Net Lending / (Borrowing) for Financial Year	(8,118)	2,530	3,608	339	3,378	4,789	6,039	8,130	8,799	5,827	4,856

Long Term Financial Plan 2026-2035

Financial Statements - Statement of Comprehensive Income

\$'000	2023/2024	2025/2026	2026/2027	2027/2028	2028/2029	2029/2030	2030/2031	2031/2032	2032/2033	2033/2034	2034/2035
	Actuals	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget
Income											
Rates	26,488	32,998	34,662	36,353	38,029	39,623	41,226	42,719	44,181	45,693	47,064
Statutory Charges	781	844	865	887	909	932	955	979	1,003	1,028	1,054
User Charges	9,179	10,938	11,482	12,059	12,668	13,314	13,804	14,307	14,665	15,031	15,407
Grants, Subsidies and Contributions - Capital	559	955	769	810	810	410	420	431	442	453	464
Grants, Subsidies and Contributions - Operating	1,102	4,995	5,045	5,180	5,248	5,389	5,514	5,661	5,793	5,947	6,086
Investment Income	54	56	51	43	35	25	21	8	-	-	-
Reimbursements	1,230	276	283	290	297	305	313	320	328	337	345
Other Income	2,668	642	658	674	691	708	726	744	763	782	801
Net Gain - Equity Accounted Council Businesses	-	-	-	-	-	-	-	-	-	-	-
Total Income	42,061	51,703	53,816	56,296	58,687	60,705	62,978	65,169	67,174	69,271	71,221
Expenses											
Employee Costs	15,292	18,346	19,229	20,150	20,927	21,731	22,562	23,422	24,309	25,227	26,176
Materials, Contracts & Other Expenses	19,320	19,403	20,206	19,911	20,441	20,864	22,031	21,920	22,516	23,042	24,318
Depreciation, Amortisation & Impairment	10,795	11,997	12,753	13,813	14,544	15,684	16,999	18,593	18,579	19,834	19,049
Finance Costs	1,822	1,957	1,609	1,435	1,332	1,317	1,098	583	289	304	423
Net Loss - Equity Accounted Council Businesses	-	-	-	-	-	-	-	-	-	-	-
Total Expenses	47,229	51,703	53,797	55,309	57,245	59,596	62,690	64,518	65,694	68,407	69,965
Operating Surplus / (Deficit)	(5,168)	0	18	987	1,442	1,109	288	651	1,480	864	1,255
Asset Disposal & Fair Value Adjustments	(1,475)	-	-	-	-	-	-	-	-	-	-
Amounts Received Specifically for New or Upgraded Assets	216	-	-	-	1,346	1,380	-	1,450	1,486	-	1,561
Physical Resources Received Free of Charge	2,053	1,200	1,200	1,200	1,200	1,200	1,200	1,200	1,200	1,200	1,200
Operating Result from Discontinued Operations	-	-	-	-	-	-	-	-	-	-	-
Net Surplus / (Deficit)	(4,374)	1,200	1,218	2,187	3,989	3,689	1,488	3,300	4,166	2,064	4,016
Other Comprehensive Income											
Changes in Revaluation Surplus - LPP&E	45,425	5,643	11,294	11,321	11,650	11,951	12,216	12,002	12,217	11,908	12,170
Share of Other Comprehensive Income - Equity Accounted Council Businesses	-	-	-	-	-	-	-	-	-	-	-
Movements in Other Reserves	(177)	-	-	-	-	-	-	-	-	-	-
Total Other Comprehensive Income	45,248	5,643	11,294	11,321	11,650	11,951	12,216	12,002	12,217	11,908	12,170
Total Comprehensive Income	40,874	6,843	12,512	13,508	15,639	15,639	13,704	15,303	16,382	13,972	16,187
Operating Surplus / (Deficit) Excl. Capital Grants	(5,727)	(955)	(751)	177	632	699	(132)	220	1,038	411	791

Long Term Financial Plan 2026-2035

Financial Statements - Statement of Financial Position (Balance Sheet)

\$'000	2023/2024	2025/2026	2026/2027	2027/2028	2028/2029	2029/2030	2030/2031	2031/2032	2032/2033	2033/2034	2034/2035
	Actual	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget
Current Assets											
Cash and Cash Equivalents	270	500	500	500	500	500	500	500	3,526	9,139	13,953
Trade and Other Receivables	2,531	2,681	2,812	2,947	3,082	3,213	3,337	3,454	3,564	3,678	3,783
Inventories	76	80	82	84	86	88	90	93	95	97	100
Assets Held for Sale	335	-	-	-	-	-	-	-	-	-	-
Total Current Assets	3,212	3,261	3,394	3,531	3,668	3,801	3,927	4,046	7,185	12,914	17,835
Non-Current Assets											
Equity Accounted Investments in Council Businesses	-	-	-	-	-	-	-	-	-	-	-
Infrastructure, Property, Plant & Equipment	445,641	454,781	463,865	477,215	489,656	503,261	511,107	518,461	526,226	534,551	547,658
Other Non-Current Assets	-	-	-	-	-	-	-	-	-	-	-
Total Non-Current Assets	445,641	454,781	463,865	477,215	489,656	503,261	511,107	518,461	526,226	534,551	547,658
Total Assets	448,853	458,041	467,259	480,745	493,323	507,062	515,034	522,508	533,411	547,465	565,493
Current Liabilities											
Trade & Other Payables	5,317	5,854	5,673	6,630	6,639	6,628	7,080	6,658	6,795	7,319	7,986
Borrowings	9,986	15,319	11,793	10,878	9,343	4,424	3,775	2,400	790	829	829
Provisions	3,561	3,756	3,850	3,946	4,045	4,146	4,249	4,356	4,465	4,576	4,691
Other Current Liabilities	-	-	-	-	-	-	-	-	-	-	-
Total Current Liabilities	18,864	24,929	21,317	21,454	20,026	15,197	15,105	13,413	12,050	12,724	13,505
Non-Current Liabilities											
Borrowings	27,079	18,458	18,564	18,177	16,302	16,286	13,520	7,173	2,835	2,006	1,176
Provisions	1,608	3,553	3,767	3,994	4,236	7,181	4,307	4,516	4,739	4,976	6,865
Liability - Equity Accounted Council Businesses	-	-	-	-	-	-	-	-	-	-	-
Total Non-Current Liabilities	28,687	22,011	22,330	22,171	20,539	23,466	17,827	11,689	7,574	6,981	8,041
Total Liabilities	47,551	46,941	43,647	43,625	40,564	38,664	32,932	25,102	19,623	19,705	21,546
Net Assets	401,302	411,101	423,612	437,120	452,759	468,398	482,102	497,405	513,788	527,760	543,946
Equity											
Accumulated Surplus	87,287	91,442	92,661	94,848	98,836	102,525	104,013	107,313	111,479	113,543	117,559
Asset Revaluation Reserves	312,693	318,336	329,630	340,951	352,601	364,551	376,768	388,770	400,987	412,895	425,065
Other Reserves	1,322	1,322	1,322	1,322	1,322	1,322	1,322	1,322	1,322	1,322	1,322
Total Equity	401,302	411,101	423,612	437,120	452,759	468,398	482,102	497,405	513,788	527,760	543,946

Long Term Financial Plan 2026-2035

Financial Statements – Statement of Changes in Equity

\$'000	2023/2024	2025/2026	2026/2027	2027/2028	2028/2029	2029/2030	2030/2031	2031/2032	2032/2033	2033/2034	2034/2035
	Actuals	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget
Accumulated Surplus											
Balance at the end of previous reporting period	87,644	90,242	91,442	92,661	94,848	98,836	102,525	104,013	107,313	111,479	113,543
Net result for the year	(4,374)	1,200	1,218	2,187	3,989	3,689	1,488	3,300	4,166	2,064	4,016
Transfers from other reserves	4,017	-	-	-	-	-	-	-	-	-	-
Balance at the end of the period	87,287	91,442	92,661	94,848	98,836	102,525	104,013	107,313	111,479	113,543	117,559
Asset Revaluation Reserve											
Balance at the end of previous reporting period	271,174	312,693	318,336	329,630	340,951	352,601	364,551	376,768	388,770	400,987	412,895
Gain (Loss) on Revaluation of I, PP&E	41,519	5,643	11,294	11,321	11,650	11,951	12,216	12,002	12,217	11,908	12,170
Balance at the end of period	312,693	318,336	329,630	340,951	352,601	364,551	376,768	388,770	400,987	412,895	425,065
Other Reserves											
Balance at the end of previous reporting period	1,610	1,322	1,322	1,322	1,322	1,322	1,322	1,322	1,322	1,322	1,322
Transfers from Accumulated Surplus	(288)	-	-	-	-	-	-	-	-	-	-
Balance at the end of period	1,322	1,322	1,322	1,322	1,322	1,322	1,322	1,322	1,322	1,322	1,322
Total Equity at end of reporting period	401,302	411,101	423,612	437,120	452,759	468,398	482,102	497,405	513,788	527,760	543,946

Long Term Financial Plan 2026-2035

Financial Statements - Statement of Cash Flow

\$'000	2023/2024	2025/2026	2026/2027	2027/2028	2028/2029	2029/2030	2030/2031	2031/2032	2032/2033	2033/2034	2034/2035
	Actuals	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget
Cash Flow from Operating Activities											
Receipts											
Rates	26,501	32,819	34,531	36,219	37,894	39,492	41,102	42,602	44,071	45,579	46,959
Statutory Charges	781	844	865	887	909	932	955	979	1,003	1,028	1,054
User Charges	9,179	10,938	11,482	12,059	12,668	13,314	13,804	14,307	14,665	15,031	15,407
Grants, Subsidies and Contributions - Operating	1,102	4,995	5,045	5,180	5,248	5,389	5,514	5,661	5,793	5,947	6,086
Investment Income	54	56	51	43	35	25	21	8	-	-	-
Reimbursements	1,230	276	283	290	297	305	313	320	328	337	345
Other Income	1,349	642	658	674	691	708	726	744	763	782	801
Payments											
Payments for Employees	(14,663)	(18,346)	(19,229)	(20,150)	(20,927)	(21,731)	(22,562)	(23,422)	(24,309)	(25,227)	(26,176)
Payments for Materials, Contracts & Other Expenses	(19,843)	(19,720)	(20,295)	(18,861)	(20,336)	(20,831)	(24,804)	(22,239)	(22,273)	(22,409)	(23,601)
Finance Payments	(1,719)	(1,757)	(1,396)	(1,208)	(1,089)	(892)	(645)	(374)	(67)	(67)	(67)
Net Cash Provided By (or Used In) Operating Activities	3,971	10,746	11,996	15,133	15,389	16,711	14,422	18,587	19,973	21,002	20,809
Cash Flow from Investing Activities											
Receipts											
Amounts Received Specifically for New / Upgraded Assets	216	-	-	-	1,346	1,380	-	1,450	1,486	-	1,561
Grants, Subsidies and Contributions - Capital	307	955	769	810	810	410	420	431	442	453	464
Sale of Replaced Assets	110	508	213	198	219	257	312	231	166	249	249
Payments											
Expenditure on Renewal / Replacement of Assets	(3,528)	(8,184)	(8,033)	(8,176)	(9,417)	(10,166)	(10,088)	(10,449)	(10,081)	(9,712)	(12,254)
Expenditure on New / Upgraded Assets	(6,188)	(1,791)	(1,344)	(6,482)	(4,757)	(3,475)	(1,471)	(2,346)	(2,831)	(5,407)	(5,005)
Net Cash Provided By (or Used In) Investing Activities	(9,083)	(8,512)	(8,395)	(13,650)	(11,798)	(11,594)	(10,827)	(10,683)	(10,819)	(14,418)	(14,985)
Cash Flow from Financing Activities											
Receipts											
Proceeds from CAD	-	638	-	798	1,944	-	-	-	-	-	-
Proceeds from Borrowings	8,438	3,000	4,200	2,000	-	1,000	-	-	-	-	-
Payments											
Repayment of CAD	-	-	(1,821)	-	-	(2,726)	(2,145)	(5,392)	(5,194)	-	-
Repayment of Borrowings	(2,930)	(5,691)	(5,799)	(4,100)	(5,354)	(3,210)	(1,269)	(2,330)	(753)	(790)	(829)
Repayment of Lease Liabilities	(202)	(181)	(181)	(181)	(181)	(181)	(181)	(181)	(181)	(181)	(181)
Net Cash Provided By (or Used In) Financing Activities	5,306	(2,234)	(3,601)	(1,483)	(3,391)	(5,117)	(8,595)	(7,903)	(6,128)	(971)	(1,010)
Net Increase (Decrease) in Cash Held	194	0	0	0	0	0	0	0	3,026	5,613	4,814
Cash & Cash Equivalents at the Beginning of Period											
Cash & Cash Equivalents at the End of Period											
Net Cash Flow before Financing Activities and Interest Payments	(3,393)	3,991	4,997	2,691	4,680	6,008	4,240	8,277	9,221	6,651	5,891
Inflows	40,829	52,031	53,897	56,359	60,117	62,211	63,166	66,733	68,716	69,406	72,926
Outflows	(44,222)	(48,040)	(48,900)	(53,668)	(55,437)	(56,203)	(58,926)	(58,455)	(59,495)	(62,755)	(67,036)

Long Term Financial Plan 2026-2035

Glossary

Term	Definition
Asset Renewal Funding Ratio	Indicates whether the Council is renewing or replacing existing non-financial assets at the same rate as its assets are used or 'consumed'. The ratio is calculated by measuring capital expenditure on renewal and replacement of assets relative to the level of depreciation. Where a Council has soundly based Asset Management Plan, a more meaningful asset sustainability ratio would be calculated by measuring the actual level of capital expenditure on renewal and replacement of assets (or proposed in the budget) with the optimal level identified in the plan.
Financial Assets	Financial Assets include cash, investments, loans to community groups, receivables and prepayments, but excludes equity held in Council businesses, inventories and land held for resale.
Financial Sustainability	Financial Sustainability is where planned long-term service and infrastructure levels and standards are met without unplanned and disruptive increases in rates or cuts to services.
Asset Management Plan (AMPs)	An operational plan for Council's Landfill, Building and Structures, Infrastructure (Roads), Plant and Equipment and Sundry physical assets with the objective of providing the required level of service, maintenance and renewal of such assets in the most cost effective and efficient manner.
Net Financial Liabilities Ratio (NFLR)	Is Net Financial Liabilities as a percentage of total operating revenue. The ratio allows interested parties to readily equate the outstanding level of the Council's accumulated financial obligations against the level of one-year's operating revenue. Where the ratio reduces over time, it generally indicates that the Council's capacity to meet its financial obligations is strengthening.
Annual net impact to financing activities (surplus (deficit))	Annual net impact to financing activities (surplus (deficit)) equals Operating surplus / (deficit), less net outlays on non- financial assets. The Net lending / (borrowing) result is a measure of the Council's overall (i.e. Operating and Capital) budget. Achieving a zero result on the Net lending / (borrowing) measure in any one year essentially means that the Council has met its expenditure (both operating and capital) from the current year's revenues.
Non-financial or physical asset	Non-financial or physical assets refers to infrastructure, land, buildings, plant, equipment, furniture and fittings, library books and inventories.
Operating deficit	Where operating revenues are less than operating expenses (i.e. operating revenue is therefore not sufficient to cover all operating expenses).
Operating expenses	Operating expenses are operating expenses shown in the Income Statement, including depreciation, but excluding losses on disposal or revaluation of non-financial assets.

Long Term Financial Plan 2026-2035

Operating revenues	Operating revenues are incomes shown in the Income Statement but exclude profit on disposal of non-financial assets and amounts received specifically for new/upgraded assets (e.g. from a developer).
Operating surplus	Operating surplus is where operating revenues are greater than operating expenses (i.e. operating revenue is therefore sufficient to cover all operating expenses).
Operating Surplus Ratio (OSR)	Operating Surplus Ratio expresses the operating surplus (deficit) as a percentage of operating revenue.

18.3 REGIONAL DEVELOPMENT AUSTRALIA PARTNERSHIP

Author: Biddie Shearing, Manager Economy, Strategy and Engagement
Authoriser: Chris White, General Manager People Place and Liveability

RECOMMENDATION

1. That Council report titled 'Regional Development Australia Partnership' as presented on Tuesday 20 May 2025 be noted.
2. That Council authorise the Chief Executive Officer to finalise a 2-year Service Level and Funding Agreement between City of Mount Gambier and Regional Development Australia Limestone Coast, effective from 1 July 2025, with an attendant contribution of \$29,000 + GST for the 2025/26 financial year (as provided for within the draft budget).
3. That, in its budget, Council allow for a contribution of \$29,000 + GST + CPI for the financial year 2026/2027.

PURPOSE

Regional Development Australia Limestone Coast (RDALC) has made a formal request of the City of Mount Gambier to contribute funding towards regional economic development activity over the financial year period 2025/2026 and 2026/2027 - see letter attached (Attachment 1).

BACKGROUND / OPTIONS

The City of Mount Gambier has historically partnered with six other councils in the Limestone Coast to work together on regional issues and has made an attendant financial contribution. Until recently, this financial contribution has been made through member subscription to the Limestone Coast Local Government Association (LCLGA), as follows:

Financial Year	Amount funded via LCLGA
2022/2023	\$25,546
2023/2024	\$26,799
2024/2025	\$28,085

Following the recent review by the LCLGA Board, it was determined that each council would negotiate individual Service Level Agreements with RDALC, including financial contributions in line with previous years amounts. The funding sought under the proposed Service Level Agreement for the coming two-year period is consistent with previous contributions. A budget allocation for 25/26 is contained within the draft budget.

It is proposed that the funds will contribute to:

- Providing the *Limestone Coast Grant Finder* free for all businesses and community groups;
- Access to the Informed Decisions economic modelling tool (ID Profile), providing demographic and industry information, as well as economic impact analysis and event impact analysis used to inform grant applications (including Council's Grants and Sponsorships Program);
- Support for small businesses in the Council area;
- Advocacy on regional issues including infrastructure, services, workforce development and investment; and



- Support for community groups and businesses to identify and apply for grant funding.

IMPLICATIONS TO CONSIDER

Legal	A Service Level Agreement (SLA) will be required between the City of Mount Gambier and RDALC.
Financial and Budget	The funding request of \$29,000 + GST for financial year 2025/2026 and a CPI-adjusted contribution for financial year 2026/2027 will need to be included in the respective annual budgets. This aligns with previous funding amounts.
Community Consultation and Engagement	Continued communication of funded programs with key stakeholders.
Other Resources	Council staff may be required to coordinate and liaise with RDALC for implementation of supported initiatives.

RISK ANALYSIS

The risk identification and categorisation relies on the City of Mount Gambier [Risk Management Policy](#).

Risk	Consequence Rating	Risk Likelihood Rating	Risk Rating	Mitigation
Finance - Funding may not deliver proportional economic return.	Minor (2)	Unlikely (2)	Low	Allocate within existing budget and monitor value through performance reports.
Reputation - Perception of lack of regional cooperation or support should Council not collaborate with RDALC.	Moderate (3)	Possible (3)	Moderate	Maintain open communication with regional partners and reaffirm commitment to collaborative development.
Legal / Regulatory / Policy – RDALC or Council fails to adhere to Agreement.	Minor (2)	Possible (3)	Low	Maintain regular communication.
Service Delivery – Failure to deliver agreed services or services which do not align with Council's strategic priorities.	Minor (2)	Possible (3)	Moderate	Establish clear deliverables and maintain regular communication to track progress.
People - Internal resourcing required to manage and monitor agreement.	Minor (2)	Possible (3)	Low	Align with current internal resourcing.

APPLICATION OF STRATEGIC PLAN

This report aligns to the following strategic objectives(s):



Priority 2: Learning and Innovation

- 2.5 Foster partnerships with universities, business groups and government entities to better understand and address the future skills needs of local businesses.

Priority 4: Economic and Business Growth

- 4.4 Collaborate with partners to enhance the maturity of local businesses, supporting innovation and product development while effectively promoting new offerings to drive sustainable economic growth and market competitiveness.
- 4.5 Foster partnerships with universities, business groups and government entities to attract and retain talent and advocate for identified skill gaps.

This report contributes to delivery of the following key strategic project(s):

Priority 2: Learning and Innovation

Contribution to regional workforce planning and development activities in partnership with Regional Development Australia Limestone Coast.

Advocacy for attraction of skilled migration aligned to sector gaps and opportunities.

RELEVANT COUNCIL POLICY

N/A

IMPLEMENTATION AND NEXT STEPS

The proposal from RDALC proposes regular engagement with City of Mount Gambier representatives, as follows:

- Quarterly Report provided by RDALC to Council
- Quarterly operational meetings with relevant Council administration and RDALC
- Annual presentation to Elected Members

It is anticipated that through sharing information and ensuring alignment of strategic priorities Council and RDALC will;

- Gain a stronger gauge on business sentiment and therefore optimise industry connections;
- Identify and explore clearer funding pipeline opportunities and/or roadblocks;
- Explore and consolidate cross-border opportunities;
- Develop our shared knowledge around skilled migration and identify roles to progress this for our Regional Capital city; and
- Reduce duplication.

Council administration will report on the efficacy of this approach in order to inform the priorities for the 2026/2027 financial year.

CONCLUSION

Following the recent review by the LCLGA Board, it was determined that each council would negotiate individual Service Level Agreements with RDALC, including financial contributions in line with previous years amounts.

In view of the above, this report recommends entering into a Service Level and Funding Agreement with RDALC for the 2025/2026 financial year via a \$29,000 + GST contribution and allows for a second year of funding with a CPI increase.



ATTACHMENTS

1. Regional Development Australia Limestone Coast - Funding Request to City of Mount Gambier - 8 April [**18.3.1** - 2 pages]





Sarah Philpott
CEO
City of Mount Gambier
PO Box
MOUNT GAMBIER SA 5290

8 April 2025

Request for Funding RDALC

Dear Sarah,

Thank you for the opportunity to meet regularly with you to discuss how Regional Development Australia Limestone Coast (RDALC) can best work with the City of Mount Gambier.

RDALC has a history of supporting economic development in the region, with a recent focus on:

- Supporting businesses where they're at – engaging with almost 800 businesses over the past 18 months.
- Encouraging investment in the region – producing an investment pipeline report for State Government, demonstrating the value of regions to the State's economy and providing grant support to communities.
- Growing the leaders of tomorrow – delivering the Limestone Coast Leadership program to 190 participants to date.
- Strategic planning and advocacy – collaborating with Local Government to develop the new Regional Growth Strategy.

Local Government is an important partner in regional development across South Australia, working together on regional issues and through a financial contribution. Until recently, this financial contribution has been made through member subscriptions to the Limestone Coast Local Government Association (LCLGA).

Following the recent review of the LCLGA, I am currently negotiating with the 7 councils across the Limestone Coast to develop individual Service Level Agreements.

On behalf of RDALC, I request that the City of Mount Gambier allocate \$29,000 in the 2025/26 budget towards regional economic development as part of a 2-year funding agreement, with a CPI increase in year 2. This figure is consistent with the previous contribution from Council, including CPI and rounding for ease.

The funds will contribute to:

- Providing the Limestone Coast Grant Finder free for all businesses and community groups
- Access to the Informed Decisions economic modelling tool, providing demographic and industry information, as well as economic impact analysis and event impact analysis used to inform grant applications
- Support for small business across the district
- Advocacy on regional issues including infrastructure, services, workforce development and investment
- Support for community groups and businesses to identify and apply for grant funding.

35 Gray Street Mount Gambier | PO Box 1445, Mount Gambier, SA, 5290
Phone: (08) 8723 1057 | Email: info@rdalc.org.au



To ensure accountability, I propose:

- A quarterly written report on outcomes
- A presentation to elected members at least annually, and on request
- Meetings with RDALC and City of Mount Gambier staff at least quarterly, at CEO, Manager and officer level as required.

The proposed 2-year agreement will allow RDALC to deliver quality outcomes with some security for project staff and the community. It will also allow the outcomes from the LCLGA review to be implemented, identifying any cross over or gaps in the new arrangements, ensuring value for money from Council's investment.

We look forward to continuing to work with Council, businesses and your community.

Yours sincerely,



Lauren Oxlade

Chief Executive Officer

18.4 BUS PARKING ZONES - STURT STREET - FERRERS STREET

Author: Derek Ferguson, Team Leader General Inspectorate
Authoriser: Jane Fetherstonhaugh, General Manager Corporate and Regulatory Services

RECOMMENDATION

1. That Council report titled 'Bus Parking Zones - Sturt Street - Ferrers Street' as presented on Tuesday 20 May 2025 be noted.
2. That the Traffic Impact Statements as attached to this report be endorsed.
3. That Council, in accordance with the power delegated by the minister under Section 17(1) and (2) of the Road Traffic Act (Instrument of Delegation dated 22 August 2013), resolves the following.

Prohibited Area

BUS ZONE

Ref No. 2.1.090

STURT STREET (northern side) - From 20 metres to 57 metres west of the intersection with Ferrers Street.

To apply at all times

Amend Prohibited Area

BUS ZONE

Ref No. 2.1.086

FERRERS STREET (western Side) - From 185 metres to 207 metres south of the intersection with Commercial Street East.

To apply at all times

PURPOSE

To amend the existing bus zone on Ferrers Street and install a bus zone on Sturt Street.

BACKGROUND / OPTIONS

Country Arts SA have recently undertaken renovations at the Varcoes Foundry building site on Ferrers Street. As part of these upgrades, along with future planned improvements to the Sir Robert Helpmann Theatre, Council Officers have reviewed the current parking arrangements.

Their recommendations include:

- Relocating the City Bus Service "Bus Zones" to Sturt Street.
- Retaining a smaller bus zone area on Ferrers Street for chartered services, such as school buses transporting students to the theatre.
- Relocating the current parking on Sturt Street to Ferrers Street.

Council Officers regularly liaise with LinkSA and representatives from the Department for Infrastructure and Transport (DIT) who have reviewed these changes.



A Traffic Impact Statement has been completed which concludes that these changes will not have negative impacts on traffic management or road safety and are therefore deemed appropriate for the area.

IMPLICATIONS TO CONSIDER

Legal	This forms part of a legal requirements in accordance with the Road Traffic Act
Financial and Budget	Budget allocated for the line marking changes current under operations maintenance budget line
Community Consultation and Engagement	Council will communicate these changes to the public (media release) in conjunction with LinkSA and DIT. New bus stops will be constructed along with compliant signage and line marking.
Other Resources	The Parking Inspectors will be responsible for monitoring compliance.

RISK ANALYSIS

The risk identification and categorisation relies on the City of Mount Gambier [Risk Management Policy](#).

Risk	Consequence Rating	Risk Likelihood Rating	Risk Rating	Mitigation
Finance - Impact on Council to deliver projects within Budget	Minor (2)	Unlikely (2)	Low	Regular monthly financial reviews. Quarterly budget review reports to Council. Contingency funding for unexpected costs.
Reputation - Impact on Council to deliver projects on time	Minor (2)	Unlikely (2)	Low	Provide regular updates to the community on project progress. Establish a communication plan for delays or issues.
Legal / Regulatory / Policy Changes in legislation impacting project approvals	Minor (2)	Rare (1)	Low	Monitor legislative changes and engage with policymakers.



Service Delivery - Impact on people trying to catch the bus	Insignificant (1)	Unlikely (2)	Low	Signage will be used to direct people to the new location minimal impact as it is just around the corner.
People - Staff shortages or turnover impacting project delivery	Minor (2)	Unlikely (2)	Low	Implement staff retention strategies. Develop a succession plan for key roles.
Infrastructure – Damage to existing infrastructure during construction	Insignificant (1)	Unlikely (2)	Low	Implement protective measures for existing infrastructure.
Environmental - Environmental damage from construction activities	Minor (2)	Unlikely (2)	Low	Conduct environmental impact assessments.

APPLICATION OF STRATEGIC PLAN

This report aligns to the following strategic objectives(s):

Priority 3: Infrastructure and Services

3.1 Work with partners to increase active and diverse transport measures so drivers, cyclists and pedestrians can safely and easily move within the city.

This report contributes to delivery of the following key strategic project(s):

Priority 3: Infrastructure and Services

Continued advocacy to enhance connectivity within and beyond our city through investment and infrastructure that supports accessible public bus services, reliable air travel and rail networks for both freight and passenger transport.

RELEVANT COUNCIL POLICY

N/A

IMPLEMENTATION AND NEXT STEPS

The existing bus zone on Ferrers Street currently allows three buses to stop and with the proposed changes these three bus zones will be relocated on to Sturt Street, leaving one bus zone on Ferrers Street for chartered buses only. This will also allow for up to six new carparking spaces to be created on Ferrers Street, that relocates the six carparks that will be removed on Sturt Street for the new bus zones to be installed. Council will also construct new bus shelters at these locations.



CONCLUSION

It is proposed that the existing bus zone on Ferrers Street be reduced in order to offset the new bus zone that will be created on Sturt Street (directly around the corner from Ferrers Street) and will provide enough space for two buses to stop at the same time.

ATTACHMENTS

1. Traffic Impact Statement and Map - Bus Zone - Sturt Street [**18.4.1** - 2 pages]
2. Traffic Impact Statement and Map - Amendment to Existing Bus Zone - Ferrers Street [**18.4.2** - 2 pages]



TRAFFIC IMPACT STATEMENT

BUS ZONE STURT STREET (Northern Side)

Part A – Traffic Management

It is the view of the undersigned that the installation of a bus zone on Sturt Street (Northern Side) will not be detrimental to traffic management in the area.

Part B – Road Safety Effects

It is anticipated that the proposal will not have any negative impacts on road safety.

Conclusion

. It is the view of the undersigned that the installation of a bus zone on Sturt Street (Northern Side) will not be detrimental to traffic management in the area



Abdullah MAHMUD

MANAGER ENGINEERING, DESIGN AND ASSETS

8th May 2025

Installation of Bus Zone - Sturt Street



Date: 9 May 2025



TRAFFIC IMPACT STATEMENT

Amend the Bus Zones Ferrers Street (Western Side)

Part A – Traffic Management

It is the view of the undersigned that to amend the bus zones on Ferrers Street (western side) will not be detrimental to traffic management in the area.

Part B – Road Safety Effects

It is anticipated that the proposal will not have any negative impacts on road safety.

Conclusion

In the opinion of the undersigned, the proposal to amend the Bus Zones on Ferrers Street (western side) will not have negative impacts on traffic management or road safety and is therefore deemed appropriate for the area.



Abdullah MAHMUD
MANAGER ENGINEERING, DESIGN AND ASSETS

8th May, 2025

Amendment to existing Bus Zone - Ferrers Street



Date: 9 May 2025



18.5 DRAFT LIMESTONE COAST REGIONAL PLAN

Author: Tracy Tzioutziouklaris, Manager Development Services

Authoriser: Jane Fetherstonhaugh, General Manager Corporate and Regulatory Services

RECOMMENDATION

1. That Council report titled 'Draft Limestone Coast Regional Plan' as presented on Tuesday 20 May 2025 be noted.
2. The Chief Executive Officer be delegated the authority to make a submission on the Limestone Coast Regional Plan based on the information provided within this report, including reference to the following:
 - (a) Whilst acknowledging the importance of the Plan as a high-level strategic document, the plan should provide a more significant level of information required to facilitate orderly and economic growth and development.
 - (b) The development of a Masterplan/Structure Plan/Growth Plan for Mount Gambier needs to be identified as a priority. More emphasis needs to be placed on Mount Gambier's role as the regional capital of the Limestone Coast as well as a key Urban Area within the State.
 - (c) There is a need to encourage growth that facilitates liveability and a sense of community through reducing urban sprawl. There appears to be an inconsistency within the Plan, as it identifies future growth options on the periphery of Mount Gambier (within the Urban Fringe area), which would result in urban sprawl.
 - (d) Well planned and the timely provision of infrastructure and services is essential in enabling development to occur to meet the anticipated population growth and economic development for the region. Council emphasises the need for an infrastructure capacity analysis and planning to be developed and maintained for the Limestone Coast to foster certainty and growth within the Region. The provision of infrastructure needs to keep pace with growth and be fairly funded by Government.
 - (e) The Blue Lake and the underground aquifer is the City of Mount Gambier's primary water supply. The protection of the quality and quantity of the water of the Blue Lake and associated aquifer is of critical importance and should be specifically recognised within the Plan. The method of stormwater disposal and the underground water supply is unique to South Australia and further work needs to be undertaken to ensure appropriate policies within the Planning and Design Code. A suggested action is:

Investigate amendments to the Planning and Design Code to recognise the importance of the water quality and quantity of the Blue Lake and associated aquifer to incorporate appropriate water protection policies, including the requirement for all development within Blue Lake Catchment Zones to be connected to SA Water sewerage network.
3. In addition to the above-noted specific points, the Chief Executive Officer be authorised to make further representations in Council's consultation response that are consistent with Council's aspirations to embed and grow the City of Mount Gambier as the regional capital for the Limestone Coast and a significant hinterland that encompasses districts in western Victoria.



PURPOSE

The State Planning Commission (the Commission) has released the draft Limestone Coast Regional Plan (The Plan) with public consultation commencing Tuesday 25th March, 2025 and closing on Tuesday 17th June 2025.

The purpose of the consultation is to allow an opportunity for the Community and Council to comment on the Plan.

BACKGROUND / OPTIONS

The Plan highlights the challenges and opportunities associated with a rural and remote setting, the need for reliable connections between communities, and increased opportunities in agriculture, renewable energy, manufacturing, tourism and aquaculture. Planning for this growth and change is essential to ensure that the region remains sustainable and prosperous.

A Planning Vision for the Limestone Coast has been identified which is as follows:

“Rich in primary production lands and unique natural assets, the Limestone Coast is a strong economic contributor with resilient and thriving communities.”

The Plan will identify actions including recommendations about the amendment or establishment of other planning instruments available through the Planning, Development and Infrastructure Act, 2016 (the Act) such as:

- Amendments to the Planning and Design Code
- Offset Schemes
- Design Standards
- Practice Guidelines; and
- Infrastructure Schemes

Other actions may include (but are not limited to):

- Further strategic planning investigations – structure plans, master plans, growth plans
- Urban design frameworks
- Support for grant and funding from across governments
- Investigations on specific matters

It is highlighted that actions may be proposed within the Plan that are not the responsibility of the State Planning Commission.

The Plan includes the following Council areas:

- District Council of Tatiara
- District Council of Kingston
- District Council of Naracoorte-Lucindale
- District Council of Robe
- Wattle Range Council
- District Council of Grant; and
- The City of Mount Gambier.

The Plan focuses on five key themes:



People, housing and liveability

- I. Supporting population growth, with 18,045 more people expected by 2051
- II. Accommodating growth in Mount Gambier, the region's primary city, while ensuring key townships like Naracoorte, Millicent, Penola and Bordertown also support growth
- III. Addressing an ageing population, with a significant rise in people aged 65+
- IV. Ensuring well-located housing, connected to infrastructure, and suited to diverse household needs
- V. Encouraging new housing within township boundaries to support affordability and choice
- VI. Building resilient, inclusive communities through land use, public spaces, and transport networks

Productive economy

- I. Strengthening key industries, agriculture, forestry, fishing, health and manufacturing, which contribute approximately \$4.7 billion to South Australia's Gross State Product (GSP)
- II. Protecting primary production land, particularly in agriculture, viticulture, and forestry, to sustain economic growth
- III. Managing land use to prevent conflicts between primary production and other sectors
- IV. Supporting high value industries by safeguarding key assets and creating local job opportunities

Environment, natural resources and landscapes

- I. Protecting the region's unique natural assets, including coastlines, sand dunes, Ramsar listed wetlands, and the Naracoorte Caves, South Australia's first World Heritage site
- II. Safeguarding 400+km of coastline and marine environments that support fishing and tourism
- III. Identifying 'no-go' areas to prevent incompatible development on sensitive coastal sites, high value farmland, and natural landscapes
- IV. Promoting collaborative land use planning to protect biodiversity, secure water resources, and address climate change
- V. Managing industrial and hazardous land uses to prevent environmental and community impacts
- VI. Planning for climate change impacts, including rising temperatures, reduced rainfall, and more frequent bushfires, floods and coastal erosion
- VII. Using climate change risk projections to guide land use decisions and mitigate environmental, economic and community impacts

Transport and infrastructure

- I. Expanding infrastructure to support residential, commercial and industrial growth
- II. Ensuring development-ready land is available to meet housing and economic needs
- III. Enhancing transport networks to improve regional connectivity

Implementation and delivery

- I. Continuously monitoring and adjusting land use and infrastructure planning over a 15-30 year period



- II. Conducting targeted investigations to unlock land for development and ensure a steady supply of development-ready land
- III. Implementing policies that address climate change impacts and support long-term sustainability and prosperity

Some key observations identified within the Plan include:

- There appears to be a sufficient supply of appropriately zoned land to accommodate expected population growth.
- A more diverse housing supply is required to meet the needs and preferences of different household types, life stages and lifestyle choices.
- Infrastructure supporting the development of housing is a key challenge throughout the region.
- Local Governments are identified to investigate opportunities for local areas suitable for infill.
- There is approximately 44 years' worth of zoned employment land across the region.
- Minimise the loss or fragmentation of valuable primary production land.
- Public transport services are limited and is an important issue due to the ageing population.
- Land needs to be reserved for essential services and locating social infrastructure where it is needed most means planning and reserving land ahead of need.
- Part of the core business of Local Government is to undertake strategic planning for their local area and should implement the growth targets and identify requirements and timing for local infrastructure and services.
- A need to ensure infrastructure keeps pace with growth and is funded fairly.

At the conclusion of the Plan, 17 short term actions have been identified for the State Government and 10 actions have been identified for Local Government.

The actions as they relate specifically to the future growth and development Mount Gambier as a city include:

City of Mount Gambier

More housing in the right places

Investigate minimum residential allotment size and maximum building height TNVs to encourage the development of a diverse range of infill housing options.

A strong economy

Examine future projected employment needs across the Limestone Coast Region to plan for employment land growth and identify requirements and timing for local infrastructure and services to inform updates to the Limestone Coast Regional Plan.

District Council of Grant

More housing on the right places

Investigate the identified Rural Zone area in Mil-Lel and its suitability to be rezoned to the Rural Living Zone.



Investigate appropriate land use outcomes in Compton to plan for future projected housing growth, identify suitable densities and locations for development to occur, local infrastructure and service requirements and delivery timing to inform updates to the Regional Plan.

Investigate the identified Rural Zone areas in Worrolong and their suitability to be rezoned to the Rural Living Zone.

A strong economy

Review current zoning of the identified Infrastructure (Airfield) Zone area in Wandilo and investigate opportunities to amend zoning to allow for land uses that support aviation activities and provide for broader employment land uses.

Other relevant actions identified as the responsibility of State Government Agencies include:

Coordinated delivery of land use and Infrastructure Planning

Partner with ISA to develop regional infrastructure plans and regional scale Infrastructure Schemes to ensure catalytic infrastructure has an agreed delivery timeframe and funding arrangements from all relevant infrastructure providers.

Partner with local governments, utility providers and private sector to develop Infrastructure Schemes and associated Integrated Structure Plans to deliver new growth areas and facilitate regional and local scale infrastructure planning.

Prepare a Greater Mount Gambier Master Plan to ensure a coordinated approach to the future development of Mount Gambier and its environs.

The Plan as drafted is generally supported and contains a range of high-level priorities, outcomes, strategic objectives and actions which all contribute positively towards creating sustainable and well-connected communities whilst facilitating economic development and recognising the importance of protecting the environment and positively adapting to climate change challenges.

Whilst acknowledging the importance of the Plan as a high-level strategic document, it is surprising the detail within the Plan does not provide the level of information required to facilitate growth and development.

Council recognises and acknowledges the reference and identified action within the Plan “*to prepare a Greater Mount Gambier Master Plan to ensure a coordinated approach to the future development of Mount Gambier and it’s surrounding environment*”. The development of a Masterplan for the City of Mount Gambier is considered critical to fill the gap to guide appropriate, orderly and economic development, and should be identified to be undertaken before other actions within both the City of Mount Gambier and the District Council of Grant areas are enacted.

Mount Gambier is identified within the draft Plan as being the key regional city for the Limestone Coast and is the largest city in the state, outside of the Greater Adelaide Planning Region. The Plan should place more emphasis on the role the city serves to the region (including South West Victoria) and to the state and more thought should be placed upon developing strategies and frameworks to guide the city’s continual growth and development. A general consensus is the Plan should be strengthened in terms of ambition and vision for the reinforcement of Mount Gambier as a regional capital city and does not capture or identify enough detail for the future development of the city area.

Better analysis and planning of infrastructure needs for future growth of the city should be identified as a primary area of concern within the Plan. This includes all infrastructure such as:

- Sewer/water, electricity, connectivity (high speed internet/Phone)
- Roads/public transport
- Future open space
- Social services such as schools, hospitals/specialist medical services, correctional facility, aged care facilities, student accommodation
- Waste management

There appears to be limited coordination between or by State Government agencies within the Plan identifying the future development of services within the responsibility of the State Government. While such coordination may have been a factor in the development of the draft plan, it is not as apparent as to make clear the investment or pathways for future services.

Council also notes the actions identifying more housing in the right places within both the City of Mount Gambier and the District Council of Grant and to review employment land within the City of Mount Gambier. It would be more prudent to defer these actions until such a time a Greater Mount Gambier Master Plan has been developed to ensure coordinated growth and development of the city is able to occur in an orderly and economic fashion. This includes careful consideration of development options within the periphery, urban fringe of the city on land within the District Council of Grant. Any development within the urban fringe of the city will have a direct impact upon the infrastructure and services located within the city and the growth of the city in the future.

Well planned and the timely provision of infrastructure is essential in enabling development to occur to meet the anticipated population growth and economic development for the region. Council emphasises the need for an infrastructure capacity analysis and planning to be developed and maintained for the Limestone Coast to foster certainty and growth within the Region. The provision of infrastructure needs to keep pace with growth and be fairly funded.

Council acknowledges part of its core business is to undertake strategic planning for the local area and should implement growth targets and identify requirements and timing for local infrastructure and services. To be able to do this Council requests support and access to relevant infrastructure information from relevant state government agencies in a timely and transparent manner.

The Blue Lake and the underground aquifer is the City of Mount Gambier's and surrounding area primary source of water supply. The protection of the quality and quantity of the water of the Blue Lake and associated aquifer is of critical importance and should be specifically recognised within the Plan. The method of stormwater disposal and the underground water supply is unique to South Australia and further work needs to be undertaken to ensure appropriate policies within the Planning and Design Code are developed to recognise this.

IMPLICATIONS TO CONSIDER

Legal	Is a requirement of the Planning, Development and Infrastructure Act, identifying actions to be undertaken by Council to investigate opportunities to amend the Planning and Design Code
Financial and Budget	An appropriate budget allocation will need to be made to undertake required investigations to justify and prepare any Code Amendments
Community Consultation and Engagement	Any Code Amendment will need to have an identified community engagement plan.



Other Resources	Council resources will be required to address and progress the identified key issues.

RISK ANALYSIS

The risk identification and categorisation relies on the City of Mount Gambier [Risk Management Policy](#).

Risk	Consequence Rating	Risk Likelihood Rating	Risk Rating	Mitigation
Finance – No appropriate budget allocation	Moderate (3)	Likely (4)	Moderate	Appropriate allocation identified as part of the budget setting process
Reputation – Planning for future growth and development	Moderate (3)	Possible (3)	Low	Investigations and research undertaken in respect to identified actions
Legal / Regulatory / Policy – Not undertaking appropriate strategic planning	Moderate (3)	Possible (3)	Moderate	Provide input and feedback on the draft Plan
Service Delivery – Zoning does not adequately meet the needs for future development	Moderate (3)	Possible (3)	Moderate	Act on recommendations contained within the Plan
People – The needs of the community are not met	Moderate (3)	Possible (3)	Low	Provide input and feedback on the draft Plan
Infrastructure – appropriate planning for future infrastructure needs is undertaken	Moderate (3)	Possible (3)	Moderate	Provide input and feedback on the draft plan
Environmental – Climate resilience and sustainable environment	Moderate (3)	Possible (3)	Moderate	Provide input and feedback on the draft Plan

APPLICATION OF STRATEGIC PLAN

This report aligns to the following strategic objectives(s):

Priority 3: Infrastructure and Services

- 3.3 We will advocate with key stakeholders to attract investment in the development of a safe, inclusive and integrated transport network that enhances connectivity within and beyond our city, ensuring it is equivalent to the infrastructure provided in the State's metropolitan areas.
- 3.8 Promote bold, diverse and purposeful development that meets the evolving needs of our community and city; enhancing our city's character and liveability through master planning, policy and development assessment.



- 3.10 Support increased residential growth, diversity of housing options and affordability through partnerships and advocacy.

Priority 5: A Vibrant Community

- 5.4 Support the strategic growth of an inner-city population through focussed residential and overnight stay growth initiatives.

Priority 6: Excellence in Leadership and Governance

- 6.1 Ensure Elected Council Members are meeting their civic obligations and making informed, strategic decisions in the best interests of the community.

This report contributes to delivery of the following key strategic project(s):

Priority 3: Infrastructure and Services

Support the Regional Plan for Limestone Coast by guiding city growth, development and amenity needs, while promoting diverse housing options.

RELEVANT COUNCIL POLICY

N/A

IMPLEMENTATION AND NEXT STEPS

The draft Plan is currently on public consultation. The draft Plan contains a range of priorities facing the Limestone Coast. Integrated planning plays a central role in identifying land and long-term infrastructure needs to support sustainable growth within the region. Council will make its submission to the Plan within the specified consultation timeframe.

CONCLUSION

Whilst acknowledging the importance of the Plan as a high-level strategic document, it is reasonable to expect the plan to provide the level of information required to facilitate orderly and economic growth and development.

Recognition and further work needs to be undertaken in respect of the following:

The development of a Masterplan/Structure Plan/Growth Plan for Mount Gambier as a city needs to be identified as a priority. More emphasis needs to be placed on Mount Gambier being a key regional city as well as a key Urban Area within the State and should be provided with appropriate planning and subsequent infrastructure and services to sustain future growth and development.

The actions identifying more housing in the right places within both the City of Mount Gambier and the District Council of Grant and to review employment land within the City of Mount Gambier are noted. It would be more prudent to defer these actions until such a time a Greater Mount Gambier Master Plan has been developed to ensure coordinated growth and development of the city is able to occur in an orderly and economic fashion.

Well planned and the timely provision of infrastructure is essential in enabling development to occur to meet the anticipated population growth and economic development for the region. Council emphasises the need for an infrastructure capacity analysis and planning to be developed and maintained for the Limestone Coast to foster certainty and growth within the Region. The provision of infrastructure needs to keep pace with growth and be fairly funded.



The Blue Lake and the underground aquifer is the City of Mount Gambier's and surrounding area primary source of water supply. The protection of the quality and quantity of the water of the Blue Lake and associated aquifer is of significant importance and should be specifically recognised within the Plan.

ATTACHMENTS

Nil



18.6 2024/2025 GRANTS AND SPONSORSHIP PROGRAM REVIEW

Author: Biddie Shearing, Manager Economy, Strategy and Engagement
Authoriser: Chris White, General Manager People Place and Liveability

RECOMMENDATION

1. That Council report titled '2024/2025 Grants and Sponsorship Program Review' as presented on Tuesday 20 May 2025 be noted.
2. That the Draft Revised Grants and Sponsorship Policy as attached be adopted and endorsed to take effect from 1 July 2025.
3. That Cr. (TBC) be appointed to the Assessment Panel which expires November 2026 in line with Local Government Council Elections.
4. That Council receive and note the amended 'Council Allocated Grants and Sponsorships Assessment Panel Terms of Reference' as attached.

PURPOSE

The purpose of this report is to update Council on the implementation and consequent strategic review of the 2024/2025 Grants and Sponsorship Program and to seek endorsement of the revised Grants and Sponsorship Policy, proposed to take effect from 1 July 2025. To support this, a revised document of Terms of Reference is provided for information.

The report also recommends the appointment of one Elected Member to the Grants and Sponsorship Assessment Panel, with a term aligned to the existing members and concluding at the Local Government Elections in November 2026.

BACKGROUND / OPTIONS

In 2024/2025, Council adopted a new model for allocating funding through its Grants and Sponsorship Program. This decision followed a comprehensive review of how all Council funding was distributed in the form of grants and sponsorships. The new model was implemented for the 2024/2025 financial year, with the aim of improving transparency, accessibility, and alignment with Council priorities.

Following the first year of implementation, a strategic review was undertaken to capture key learnings and incorporate feedback from both internal stakeholders and external participants.

An Elected Member Briefing was held on 22 April 2025 to present feedback and key learnings and seek input from Elected Members. A high-level summary of this review is attached (Attachment 1). In response to this feedback, a revised Council Allocated Grants & Sponsorships Policy is attached to this report for endorsement (Attachment 2).

A summary of recommended changes is in the table below.

Item	Change	Rationale
3.0	Combine Minor and Major Community Strengthening streams into 'Community Strengthening Grants'.	Efficiency improvement.
3.0	Combine Minor and Major Event streams into 'Community Events'.	Efficiency improvement.

3.0	Add a new stream of Event Equipment Sponsorship.	Addressing gap in existing funding model and to improve efficiency for event organisers.
5.0	Amend representation to one Elected Member appointed to the Assessment Panel.	In recognition of the 'Informal Gathering' requirement relating to meetings which involve two or more Elected Members.
6.0	Amended referencing to clarify authority to approve Quick Response Grants.	To more accurately reflect the authority (as distinguished from financial delegation).
7.0	Change 50% funding released up front to 90%, excluding Quick Response Grant applications (which will receive 100%).	To improve efficiency and support cash flow for event organisers and administration.
7.0	Add the requirement to complete an acquittal report within 2 months.	Reporting accountability.

Additionally, an updated 'Terms of Reference for the Grants and Sponsorship Assessment Panel' is attached to this report for information (Attachment 3). It is proposed that the Panel shall review and endorse the revised Terms of Reference at its next meeting, ensuring alignment with the new policy framework. A summary of the minor changes to the Terms of Reference is outlined in the table below for noting.

Item	Change	Rationale
1.0	Program closing date brought forward/condensed by one week for both rounds.	To improve turnaround time for notification of events/projects to ensure event/project delivery.
1.0	Removed the applicable timeframe.	To ensure event applications process is more accessible for event organisers.
4.1.1	Combine Minor and Major Community Strengthening streams into 'Community Strengthening Grants'.	Efficiency improvement.
4.1.1	Combine Minor and Major Event streams into 'Community Events'.	Efficiency improvement.
4.1.1	Add a new stream of Event Equipment Sponsorship.	Addressing gap in existing funding model and to improve efficiency for event organisers.
5.4	Delete 'Thursday', add 2 days prior.	To accommodate the condensing of time frames recommended in 1.0.
6.1	Addition of 'appointed by Council'.	To clarify how the committee is appointed.
6.1	Delete (at least) one Elected Member to Assessment Panel, to read 'one Elected Member'.	In recognition of the 'Informal Gathering' requirement relating to meetings which involve two or more Elected Members.
8.1	Added "informed and supported by the sector expertise across council administration".	Ensuring strategic oversight to inform the assessment process.

In line with this revised policy, and the amended Terms of Reference (TOR), this report seeks to appoint the new Elected Member representative to the Grants and Sponsorship Assessment Panel.



The new appointment will take effect from 1 July 2025 and expire in November 2026, in line with the Local Government Elections. Draft Terms of Reference are attached for Council's information (Attachment 3). These Terms of Reference will guide the Assessment Panel's inaugural meeting and be subject to annual review.

IMPLICATIONS TO CONSIDER

Legal	N/A
Financial and Budget	No additional financial impact as the Council Grants and Sponsorship Program is part of ongoing service delivery and within allocated budget annually.
Community Consultation and Engagement	The review of the 2024/2025 Grants and Sponsorship Program was informed by feedback from both internal stakeholders and external participants, including applicants.
Other Resources	N/A

RISK ANALYSIS

The risk identification and categorisation relies on the City of Mount Gambier [Risk Management Policy](#).

Risk	Consequence Rating	Risk Likelihood Rating	Risk Rating	Mitigation
Finance - Budget overrun	Minor (2)	Unlikely (2)	Low	Program monitored within approved budget.
Reputation - Lack of clarity in connection with revised policy	Moderate (3)	Possible (3)	Moderate	Clear communication of the revised policy and decision-making processes will manage community expectations.
Legal / Regulatory / Policy - Decision making process	Minor (2)	Possible (3)	Moderate	Assessment Panel appointed with evaluation tools to support decision making.
Service Delivery - Impact on human resources	Minor (2)	Possible (3)	Moderate	Existing staff and systems are capable of managing the revised program without disruption to services.
People - Communication considerations	Insignificant (1)	Unlikely (2)	Low	Ongoing contact between community members and council personnel.

APPLICATION OF STRATEGIC PLAN

This report aligns to the following strategic objectives(s):



Priority 3: Infrastructure and Services

- 3.5 Support the maintenance, development and operation of bold and interesting community, cultural and civic places and infrastructure, including the Wulanda Recreation and Convention Centre.
- 3.13 Improve the quality and safety of, and access to, our active open space facilities, including our sporting and recreation reserves.

Priority 5: A Vibrant Community

- 5.7 Support and foster a program of festivals, events and arts initiatives that celebrate and promote diversity, accessibility and inclusivity, ensuring that everyone can fully participate in the cultural and social life of the city.
- 5.8 Cultivate community led festivals, events and collaboration.
- 5.10 Drive social change and strengthen communities through locally-led arts, cultural and recreational activities.
- 5.12 Recognise, encourage and support artists, emerging artists, writers and performers through promotion of the arts and supporting opportunities to exhibit and perform.
- 5.13 Foster creative expression and enhance public spaces by supporting artists to produce public art that engages the community and travellers in meaningful artistic experiences.

Priority 6: Excellence in Leadership and Governance

- 6.2 Ensure compliance with legislative obligations and apply best-practice governance to strengthen risk management, accountability and transparency, fostering trust within the community.

RELEVANT COUNCIL POLICY

[Grants and Sponsorship](#)

IMPLEMENTATION AND NEXT STEPS.

Following Council endorsement, the updated Grants and Sponsorship Policy will come into effect on 1 July 2025.

To support any changes, a communication plan has been developed to inform and educate the community about the Grants and Sponsorship model.

CONCLUSION

It is recommended that the proposed Grants and Sponsorship Policy be endorsed and take effect from 1 July 2025 and duly notes the revised Terms of Reference for the Grants and Sponsorships Assessment Panel.

Additionally, this report recommends the appointment of the Grants and Sponsorship Assessment Panel and one Elected Member as detailed in the Terms of Reference.

ATTACHMENTS

- 1. Summary Strategic Review Financial Year 2024 2025 [**18.6.1** - 2 pages]
- 2. DRAFT Revised Council Policy Grants and Sponsorship [**18.6.2** - 7 pages]
- 3. DRAFT Revised Council Allocated Grants and Sponsorship Assessment Panel Terms of Reference [**18.6.3** - 4 pages]



Strategic Review FY 2024/25 - Grants & Sponsorships Program (Year One)

THEME	FEEDBACK/SUGGESTION	ACTION / NOTE
Timing	Window for open/close 'rounds' did not suit all events/projects and needs attention.	SA Tourism Commission Events Funding has reverted to only one Round of Funding. This has caused mis-alignment for some events. Adjusted timings and removed reference to 'allocation windows' in the draft Terms of Reference.
Application Paperwork	Too confusing and overwhelming with all funding streams in one document. Events that require only equipment hire/in-kind support from Council are finding the application paperwork too much. Unclear about calculations for 'in-kind'.	Application paperwork simplified. Clearer direction for applicants to address key criteria. Introducing an Event Equipment Sponsorship to assist smaller community events and reduce burden of paperwork. Including a compulsory meeting/discussion with Council administration prior to submitting application to increase efficiency for event organisers and Council administration.
Communication	Community Information Sessions to include an online option. More notice and lead in time to attend Community Information Sessions.	Suggesting Drop In sessions in the lead up to Rounds One and Two. Community Events Team available Monday to Friday for appointments all year round.
Assessment Process	Quicker notification to successful/unsuccessful applicants after Council decision.	Condensed Program open/close by one week to improve turnaround time. More information provided to unsuccessful applicants to assist with their future applications, including other funding options available.
Specific Funding Stream Feedback	Sport & Capital Works – suggest clarifying wording for projects seeking more than \$50k.	Wording modified to address this.

	Identified gap in criteria across all streams to consider membership of organisations.	Additional criteria added to guidelines for Community Strengthening Stream. This can include funding contributions for award ceremonies.
Specific Questions/observations		
Funding commercial events	Are the scores weighted for local vs community vs commercial?	Yes, improvements have been made to assist applicants to address key criteria. Economic impact is considered, event sustainability. In the past criteria has excluded commercial events applying, this new program includes it to attract new events and build out the event calendar.
Payment of grant/sponsorship	50% upfront, remaining 50% on acquittal. Has been cumbersome for smaller events etc.	Potential for smaller events to receive higher percentage of funding/grant up front.
Cultural Services	Site Induction/Welcome to Country funding allocation could be considered.	This will be considered on a case by case scenario.

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1. INTRODUCTION

In accordance with City of Mount Gambier's Strategic Plan, Council assists eligible groups and individuals with funding to improve community quality of life and meeting community needs.

This policy is to provide a framework for grants and sponsorships awarded by City of Mount Gambier. The Policy ensures the funding is administered in a responsible, just, and equitable manner to all individuals and groups in the community.

This policy provides a benchmark standard for grants and sponsorship for City of Mount Gambier. Financial funding, in-kind or other assistance will be disbursed in accordance with Council's vision and values as per the Strategic Plan and must be clearly distinguished on any grant application.

2. DEFINITIONS

Acquittal	information provided by a grant recipient that ensures the funds have been administered responsibly and in line with the funding agreement/conditions of the funding program.
Agreement	a written contract outlining the expectations of both parties and key deliverables of the funded project.
Auspecting	an arrangement where an <i>eligible</i> organisation agrees to apply for and manage a grant on behalf of another group. The auspecting organisation is responsible for all financial and acquittal requirements.
Application	The request funding made using the appropriate Council application form.
Council	City of Mount Gambier
Funded activities	any event, program, project or purchase undertaken using funding from a grant program.
Funding	refers to money and/or in-kind support provided to an organisation through a grant, sponsorship, or incentive to support the delivery of a particular activity.

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Funding program	any grant, sponsorship or incentive program allocated based on merit through an application and assessment process.
Grant	funding provided by Council to an organisation or individual for an agreed purpose and/or activity. For the purpose of this policy 'grant' means any grant, sponsorship or incentive program where Council is providing funding to its community to support their initiatives in line with the objectives of Council's funding programs, and allocating funding based on merit through an application and assessment process.
Guidelines	Council's Grants and Sponsorships Programs Handbook and any other grant/sponsorship program guidelines that are available.
In-kind	the provision of Council services and/or equipment.
Not-for-profit organisation	an organisation meeting the Australian Tax Office (ATO) definition of a legal entity, that is: • an incorporated association, or • an indigenous corporation and/or a charity or public benevolent institution registered with the Australian Charities and Not-for-profits Commission (ACNC).
Profit	an advantage or benefit, in particular a financial gain, especially the difference between the amount earned and the amount spent on funded activities.
Sponsorship	an arrangement in which Council provides a contribution of money and/or in-kind to support an activity for a certain specified benefit.

3. GRANTS AND SPONSORSHIP STREAMS

The City of Mount Gambier Grants and Sponsorships Program comprises of the following:

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- Community Strengthening Grant
- Creative Arts Fund
- Sport & Recreation Capital Works Program
- Community Events Grant
- Corporate Sponsorship Program
- Quick response Grants Program
- Venue Sponsorship Program
- Event Equipment Sponsorship

DRAFT

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4. GUIDELINES

Guidelines will be established for the Grants and Sponsorships Program and included in the Guidelines and Application Document. Guidelines will establish eligibility criteria and where an applicant is unable to meet the criteria, they may seek an auspice organisation to apply on their behalf.

5. APPLICATION, ASSESSMENT AND NOTIFICATION

An application form for the Grants and Sponsorships Program is included in the Guidelines and Application document. Applications will only be accepted if received on the application form and includes all supporting documentation required.

There will be two rounds of funding and where closing dates are set, applications received after this date will generally not be accepted. However, if eligible, they may be referred to the Quick Response program for assessment under delegation.

A Council Grants and Sponsorship Assessment Panel will assess applications and make a recommendation to Council for endorsement. Final endorsement is provided by Council, excluding the Quick Response, event Equipment Sponsorship & Venue Sponsorship Program that are assessed under delegation.

Any request for a grant or sponsorship must adhere to requirements set out in the Guidelines and Application document. All requests will be assessed against the predetermined criteria.

The assessment panel will consist of:

- One Elected Member
- General Manager People, Place and Liveability
- Manager Economy, Strategy and Engagement,
- Manager Library and Community Development,
- Manager Riddoch Arts and Cultural Centre and Cultural Development
- Manager Operations and Infrastructure

Council Officers who have assisted with an application or manage a program will not be part of decision making within the assessment panel.

An economic impact assessment on each funded event/project will be completed annually to evaluate the impact and value Council's funding programs provide the Mount Gambier community.

Applicants will be notified of the outcome of their application in a timely manner following confirmation of the decision by Council or under delegation.

6. AUTHORITY TO APPROVE REQUESTS

The Chief Executive Officer and General Managers have the express authority to consider and approve (or not approve)

- any request,
- Quick Response Grant

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- Event Equipment Sponsorship
- Venue Sponsorship

that may be received, seeking Council support without referral to Council.

7. PAYMENT OF FUNDS AND ACQUITTAL

Applications submitted by a group, organisation or business must include an ABN, Australia Taxation Office Statement by a supplier or be auspiced by a group, organisation or business able to fulfill this requirement.

An initial payment of 90% of the funding amount will be released within one month of signing the funding agreement with the final balance of Council funding paid following satisfactory acquittal of the funded activity, excluding Quick Response applications.

Reporting and acquittal requirements for all grants and sponsorships covered by this policy are to be adhered to. All recipients will be required to complete an acquittal report within two months of event/project completion. These requirements must be appropriate to the level of funding provided and not impose unreasonable burdens on the applicant, or any beneficiary or participant thereof.

Unless otherwise stated in the guidelines, applicants with unacquitted grants or debts owed to Council will be ineligible for further grants or sponsorship.

8. UNALLOCATED FUNDING

It is within Councils discretion to:

- Move unallocated funds between funding programs/rounds.
- Utilise unallocated funds in an additional funding round.
- Retain unallocated funds for strategic priority projects.

9. PROBITY

Council ensure that the funding processes are fair, in accordance with the published grant guidelines, incorporate appropriate safeguards against fraud, unlawful activities and other inappropriate conduct.

Elected Members and employees (staff):

- Are not permitted to apply for our grants.
- Must direct all enquiries for guidance and advice for grant applicants to the grants officers.
- Must not be named on an application for our grants.
- Must not initial or sign an application form or funding contract for our grant programs.
- Must declare any conflict of interest with a grant application, and must remove themselves from any role in the assessment and approval process.
- Must not profit in any way from our grant programs or the activities that they are funding.

10. PRIVACY AND CONFIDENTIALITY

All information collected during the funding process will be treated in accordance with Council's

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Privacy Statement. It is important that (outside of meeting agendas) no information is shared publicly until the assessment process has been finalised, and funding allocations fully approved.

Council may choose to publish information (for example on our website) once funding allocations have been approved. This may include information obtained through the application process, such as:

- Name of the applicant and any other parties involved in or associated with the project.
- Information about the proposed activities outlined in an application, such as the project name and summary/description.
- Amount of funding sought and/or allocated.

11. COMPLAINTS AND DISPUTES

Any concerns, complaints or disputes raised will be managed according to Council's [C200 - Request for Service and Complaint Policy](#).

12. REVIEW AND EVALUATION

This Policy is scheduled for review by Council in September 2027 or within 12 months after the conclusion of each periodic election. However, will be reviewed as required by any legislative changes which may occur.

13. AVAILABILITY OF POLICY

This Policy will be available for inspection at Council's principal office during ordinary business hours and on the Council's website www.mountgambier.sa.gov.au. Copies will also be provided to interested members of the community upon request, and upon payment of a fee in accordance with Council's Schedule of Fees and Charges.

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File Reference:	AF18/54
Applicable Legislation:	Local Government Act 1999
Reference: Strategic Plan – Beyond 2015	Goal 1: Our People Goal 2: Our Location Goal 4: Our Climate, Natural Resources, Arts, Culture and Heritage
Related Policies:	P155 Privacy C200 Request for Service and Complaint Policy C700 Corporate Branding and Identity
Related Procedures:	

DOCUMENT DETAILS

Responsibility:	General Manager People, Place and Liveability
Version:	2.0
Last revised date:	20 May 2025
Effective date:	20 May 2025
Minute reference:	21 May 2024 – Item 19.6 – Resolution 2024/105
<u>Document History:</u> First adopted by Council:	21 May 2024 (to be effective as at 1 July 2024)
Reviewed/Amended:	21 May 2024, 20 May 2025

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1. PURPOSE

The Council Grants and Sponsorships Assessment Panel (GSAP) plays an important role in creating a holistic and strategic view of these allocations which will result in a streamlined approach and stronger outcomes for our community.

The GSAP is responsible for reviewing applications submitted as part of the overall grants and sponsorships program and providing a recommendation for Council to consider across two rounds of funding.

Round One	Round Two
Open first Friday in July.	Open first Friday in February.
Close last Friday July.	Close last Friday February.
GSAP assesses all applications.	GSAP assesses all applications.
Recommendation is presented to Council for endorsement in August.	Recommendation is presented to Council for endorsement in March.
Funding allocated, event or activity monitored, acquittal and evaluations to occur.	Funding allocated, event or activity monitored, acquittal and evaluations to occur.
Economic impact report compiled and reported to Council.	Economic impact report compiled and reported to Council.

2. GSAP OBJECTIVES

2.1. The GSAP is established for the following purposes:

- 2.1.1. Assess applications that meet the eligible criteria, ensuring alignment to council strategies, plans or guiding principles and recommend funding priorities to council for consideration.
- 2.1.2. Meet biannually to review and monitor the allocation of council funds as part of the Grants and Sponsorships program.
- 2.1.3. Ensure documentation associated with Council Allocated Grants and Sponsorships is current and provides efficiencies in applying for, assessing and allocating council funds.
- 2.1.4. Evaluate the Council Allocated Grants and Sponsorships Program and recommend improvements to Council.

3. DEFINITIONS

Act	For the purpose of this document is the Local Government Act 1999.
Council	Is the City of Mount Gambier
Council Allocated Grants and Sponsorship Assessment Panel	Council Allocated Grants and Sponsorship Assessment Panel (GSAP)

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4. GSAP ROLE AND FUNCTIONS

4.1. The GSAP is to consider all matters relating to funding requests including grants, sponsorships, donations, venue sponsorship and incentives.

4.1.1. To provide advice and/or recommendations to Council in relation to the allocation of funds including the following streams:

- Community Strengthening Grants
- Creative Arts Fund
- Sport & Recreation Capital Works Program
- Community Events Grants
- Corporate Sponsorship
- Venue Sponsorship
- Event Equipment Sponsorship

4.2. In all of its deliberations the Assessment Panel must:

- 4.2.1. Be mindful of the Grants and Sponsorships Guidelines and Council Strategies as they relate to the funding stream(s).
- 4.2.2. Represent and consider the applications honestly and fairly.
- 4.2.3. Engage appropriate advice or expertise when it is required.
- 4.2.4. Observe confidentiality when it is required.

5. MEETINGS

- 5.1. The GSAP will meet biannually as per the funding model of 2 Rounds (see Round One or Two on Page 1).
- 5.2. The Presiding Member of the GSAP will ensure this will align with relevant Council planning and reporting timelines.
- 5.3. GSAP Meetings may be called, amended or cancelled by the GSAP Presiding Member.
- 5.4. The agenda will be prepared and distributed to all GSAP Members 2 days prior to the GSAP meeting(s), with the preference being to distribute electronically.

6. MEMBERSHIP

- 6.1. The Committee (appointed by Council) shall comprise of:
 - One Elected Member
 - General Manager
 - Manager Economy, Strategy and Engagement
 - Manager Library and Community Development
 - Manager Riddoch Arts and Cultural Centre
 - Manager Operations and Infrastructure
- 6.2. The Presiding Member will be appointed annually during the first round of assessment each financial year by the GSAP.
- 6.3. Subject matter experts from across Council may be in attendance to offer advice, however will not form part of the GSAP.

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7. ROLES AND RESPONSIBILITIES

7.1. Presiding Member

The Presiding Member is responsible for:

- 7.1.1. Chairing meetings in a professional and unbiased manner;
- 7.1.2. Encouraging participation of all members during meetings;
- 7.1.3. Ensuring that the minutes are a true and correct record of meetings;
- 7.1.4. Ensuring that all members are aware of decisions made and responsibilities for action items arising;
- 7.1.5. Convening extraordinary meetings, as necessary;
- 7.1.6. Closing the meeting and making known the date, time and place of the next meeting;
- 7.1.7. Any formal communication or correspondence; and
- 7.1.8. Providing Council Reports on behalf of the Assessment Panel for endorsement as required.

7.2. Committee Members

- 7.2.1. Actively participate in debate and discussion in a professional manner at all times.
- 7.2.2. Ensure they are prepared and informed of Committee Meeting matters prior to the meeting.
- 7.2.3. Ensure effective representation of their team/ business unit as part of the discussion.
- 7.2.4. Communicate outcomes to direct reports/ teams as appropriate.

8. COMMITTEE ADMINISTRATIVE SUPPORT

- 8.1. The Community Events Team will be responsible for receipt and co-ordination of all applications and associated correspondence, informed and supported by the sector expertise across council administration.
- 8.2. The relevant Executive Administrator for the Economy, Strategy and Engagement Team will be responsible for:
 - 8.2.1. taking the minutes for the Assessment Panel;
 - 8.2.2. assisting with the preparation of the agenda for the meeting in consultation with the Presiding Member;
 - 8.2.3. Informing the Presiding Member of any changes to the agenda, apologies received and new items of business.

9. REVIEW

- 9.1. The Terms of Reference shall be reviewed annually or as required, by the GSAP.
- 9.2. The Terms of Reference shall be reviewed where legislation or organisational needs change.
- 9.3. Proposed amendments must be tabled at least one month prior to a GSAP Meeting.

10. LEGISLATION AND REFERENCES

The following legislation supports this Terms of Reference:

- Local Government Act 1999
- General Disposal Schedule 40 for Local Government

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11. RELATED DOCUMENTS

The following documents support this Terms of Reference:

- Council Allocated Grants and Sponsorships Policy
- Community Grants and Sponsorships - Guidelines and Application

12. DOCUMENT HISTORY

Document History:	Version No:	Issue Date:	Description of Change:
	1		Document creation
	2	May 2025	Document amended.

18.7 PROVISION OF E-SCOOTER SERVICE EOI - UPDATE

Author: Aaron Izzard, Environmental Sustainability Business Partner

Authoriser: Barbara Cernovskis, General Manager City Infrastructure

RECOMMENDATION

1. That Council report titled 'Provision of E-Scooter Service EOI - Update' as presented on Tuesday 20 May 2025 be noted.
2. The current public e-scooter fleet Expression of Interest proposal be discontinued.

PURPOSE

The purpose of this report is to close out the Public E-Scooter Expression of Interest (EOI).

BACKGROUND / OPTIONS

Council, at its meeting on 17 September 2024, passed the following resolutions:

- "1. That the existing unsolicited proposal no longer be pursued in accordance with Council Policy U900 Unsolicited Proposals and the proponent be formally advised that the matter is now closed.*
- 2. That subject to the Statutes Amendment (Personal Mobility Devices) Bill 2024 being passed, Council test the market by progressing with an Expression of Interest (EOI), to seek an operator for a 12-month e-scooter fleet trial."*

On 24 March 2025 Council released an EOI for the provision of a public e-scooter fleet. The EOI closed on Thursday 17 April. The documents were downloaded from the SA Tenders website by 21 users, including several companies who operate e-scooter fleets in Australia.

Unfortunately, no submissions to the EOI were received. Discussions had by staff with one of the companies, and an expert consultant in the field, indicate that it was likely a commercial decision. Mount Gambier does not have a large population and is not located within close proximity to a major city. These factors reduce the economic viability of the proposal. Ultimately the e-scooter companies may have decided that at this point in time the financial risk for them was too high.

In approaching the EOI process, Council initiated engagement with our community via Have Your Say Mount Gambier. Participants were asked to 'assist the project team by sharing thoughts or ideas about how the trial could be delivered as safe and effectively as possible'. In responding to this question, participants articulated a range of assumed strengths or challenges and provided suggestions. These included:

- The requirement for mechanisms to maintain the high-quality presentation of our open spaces.
- Consideration of designated parking areas to consolidate e-scooters in strategic locations.
- Reducing speed or introducing no-ride areas within certain high-pedestrian areas of the CBD such as Commercial Street.
- Learning from the range of other trials that have been conducted throughout Australia.
- Screening users to reduce service misuse.



This feedback aligned to the risk management frameworks, best practice, and safety systems often inbuilt within public e-scooter fleets and did not present any considerations insurmountable in approaching a trial in Mount Gambier.

CONCLUSION

Under the current proposal it was determined by e-scooter operators that it is not currently viable to establish a public e-scooter fleet in Mount Gambier under the current model. It is therefore recommended to discontinue the proposal.

ATTACHMENTS

Nil



18.8 THIRD QUARTER REPORT ON ANNUAL BUSINESS PLAN 2024 - 2025 OBJECTIVES

Author: Tegan McPherson, Manager of Performance and Capability
Authoriser: Jane Fetherstonhaugh, General Manager Corporate and Regulatory Services

RECOMMENDATION

1. That Council report titled 'Third Quarter Report on Annual Business Plan 2024 - 2025 Objectives' as presented on Tuesday 20 May 2025 be noted.

PURPOSE

The Annual Business Plan and Budget for 2024-2025 was adopted on 25 June 2024. This report provides an update on progress made against the annual objectives for the third quarter of the financial year ending 30 June 2025.

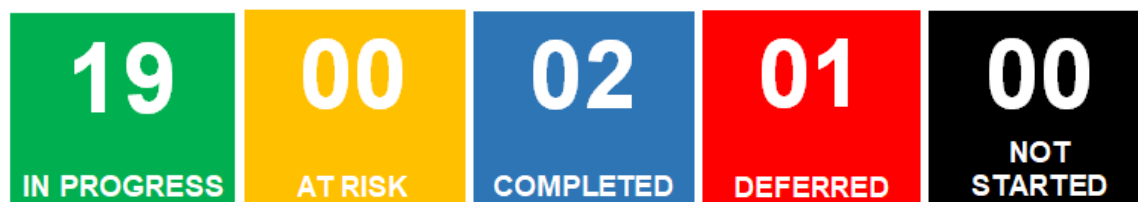
BACKGROUND / OPTIONS

Twenty-two (22) annual objectives were included in the Annual Business Plan and Budget for 2024 – 2025 aligned with the five strategic goals in Council's Strategic Plan 2020 – 2024:

1. Our People
2. Our Location
3. Our Diverse Economy
4. Our Climate, Natural Resources, Arts, Culture and Heritage
5. Our Commitment

This is the last annual business plan that will be structured around the long term goals of the Strategic Plan 2020 – 2024, with next year's annual business plan to be informed by Council's new Strategic Plan 2024 -2028.

Overall, a majority of the objectives are 'In Progress' with two now completed. Development of the Disability Access and Inclusion Plan (DAIP) and supporting implementation plan has been deferred to next financial year as delivery of the State Government DAIP is still underway. Full details of progress are included in the attached report.



Each annual objective has been allocated a status in accordance with the following key:

	In Progress	Work is underway and on track to be delivered in accordance with the Annual Business Plan.



	At Risk	Work is underway but may not be delivered in accordance with the Annual Business Plan.
	Completed	The annual objective has been delivered/ completed.
	Deferred	Work has been deferred to the following/ future year.
	Not Started	Work has not commenced.

IMPLICATIONS TO CONSIDER

Legal	Section 123 of the <i>Local Government Act 1999</i> states the following: (2) Each annual business plan of a council must - (a) include a summary of the council's long-term objectives (as set out in its strategic management plans); and (b) include an outline of - (i) the council's objectives for the financial year; and (ii) the activities that council intends to undertake to achieve those objectives; and (iii) the measures (financial and non-financial) that council intends to use to assess the performance of the council against its objectives over the financial year; (11) However, in any event, the summary of the annual business plan must include an assessment of the extent to which the council's objectives for the previous financial year have been attained (taking into account the provisions of the annual business plan for that financial year).
Financial and Budget	Delivery of the annual objectives has been incorporated in the budget for 2024 –2025.
Community Consultation and Engagement	Community Consultation and Engagement was undertaken in the development and endorsement of the Annual Business Plan and Budget 2024 – 2025.
Other Resources	N/A

RISK ANALYSIS

The risk identification and categorisation relies on the City of Mount Gambier [Risk Management Policy](#).

Risk	Consequence Rating	Risk Likelihood Rating	Risk Rating	Mitigation
Finance – As a result of insufficient budget, annual objectives are unable to be delivered.	Minor (2)	Unlikely (2)	Low	Delivery of the annual objectives has been incorporated in the budget for 2024 –2025 and



				quarterly reporting is in place to monitor progress.
Reputation – Community dissatisfied with performance against the annual objectives.	Minor (2)	Unlikely (2)	Low	The Annual Business Plan including the annual objectives was provided to the community for consultation before approval and quarterly reporting is in place to monitor progress.
Legal / Regulatory / Policy – The annual business plan and objectives do not align with legislative requirements.	Minor (2)	Rare (1)	Low	Annual objectives have been incorporated in the Annual Business Plan in accordance with the legislation requirement.
Service Delivery – Delivery of annual objectives impacts organisational capacity to maintain service delivery standards.	Minor (2)	Unlikely (2)	Low	Delivery of the annual objectives have been identified and incorporated in the Annual Business Plan giving consideration to ongoing service delivery and quarterly reporting is in place to monitor progress.
People – Insufficient people resources to deliver the annual objectives.	Minor (2)	Unlikely (2)	Low	Delivery of the annual objectives have been identified and incorporated in the Annual Business Plan giving consideration to workforce capability and capacity and quarterly reporting is in place to monitor progress.

APPLICATION OF STRATEGIC PLAN

This report aligns to the following strategic objectives(s):



Priority 6: Excellence in Leadership and Governance

- 6.2 Ensure compliance with legislative obligations and apply best-practice governance to strengthen risk management, accountability and transparency, fostering trust within the community.
- 6.3 Ensure decisions and activities of Council are communicated in a timely, clear and proactive manner.
- 6.6 Implement systems and frameworks that foster effective planning and continuous improvement, ensuring customer-centric service delivery and effective, transparent reporting.

This report contributes to delivery of the following key strategic project(s):

Priority 1: Environment and Liveability

Work with key stakeholders to progress the Vision and Guiding Principles of the Crater Lakes Activation Plan and Crater Lakes Trails Plan to ensure the area fulfils its critical role in enabling cultural connection, improves liveability in our community and enhances the visitor experience.

Implementation of agreed actions under our Waste Management Strategy.

Master planning for our resource recovery and waste management services to ensure best practice for the future.

Priority 3: Infrastructure and Services

Progression of the goals and priorities of our Affordable Housing Plan for Mount Gambier.

Support the Regional Plan for Limestone Coast by guiding city growth, development and amenity needs, while promoting diverse housing options.

Continued implementation of the goals and priorities outlined in our Sport, Recreation and Open Space Strategy.

Shape the urban form of our city through that application of strategic urban design and place making principles.

Continue to work with key stakeholders and advocate for funding support for the detailed design and implementation of the Blue Lake Sports Park Master Plan.

Review and update our asset management planning framework to enhance our Infrastructure and Asset Management Plans ensuring that work programs are well planned and budgeted for delivery.

Delivery of a refreshed Disability Access and Inclusion Plan underpinning our approach to disability access and inclusion.

Develop and deliver a Property Management Strategy that informs Council's management, acquisition and disposal of community land and property.

Implementation of strategies and actions outlined in our Dog and Cat Management Plan.

Priority 4: Economic and Business Growth

Work with key stakeholders to create a master plan for Umpherston Sinkhole/Balumbul that ensures the area fulfils its critical role in enabling cultural connection, enhances the visitor experience and regenerates the natural area. We will also advocate for the required funding to redevelop this site in accordance with the master plan.

Work with key stakeholders to create a master plan for Vansittart Park ensuring it can host finals and exhibition games that contribute to the local economy. We will also advocate for the required funding to redevelop this site in accordance with the master plan.

Implementation of a hub and spoke visitor servicing model where the hub attracts visitors to our CBD and spoke sites enhance the visitor experience and promotes sustainable engagement with the city's diverse offerings.

Priority 5: A Vibrant Community



Delivery of a CBD activation and master plan that transforms our CBD into a vibrant hub, connecting locals and visitors, promoting inner-city living and boosting economic and social activity by creating a dynamic, culturally enriched environment for all ages.
Development and implementation of a Riddoch Arts and Cultural Centre Strategy.
Delivery of a beacon art initiative in collaboration with an artist that engages travellers and residents in our local story.

Priority 6: Excellence in Leadership and Governance

Deliver business systems and infrastructure improvements that support us to deliver our services more efficiently and effectively to the community.
Develop and implement a workforce planning framework that informs the skill and capability requirements council needs to deliver its services and programs.
Develop and deliver our next Reconciliation Action Plan in partnership with the Yerkalalpata Community Reference Group that supports our organisation's commitment to reconciliation.
Continue the implementation of Council's Volunteer Management Plan to support and expand our volunteer workforce.

RELEVANT COUNCIL POLICY

N/A

IMPLEMENTATION AND NEXT STEPS

N/A

CONCLUSION

That Council note the progress as at Quarter 3 of FY2024/2025 as provided in this report and the attachment.

ATTACHMENTS

1. City of Mount Gambier Annual Objectives Progress Q3 2025 Report [18.8.1 - 14 pages]



Annual Business Plan 2024 - 2025

Quarter 3 Progress Against Annual Objectives

May 2025

City of
Mount Gambier



ORGANISATIONAL OVERVIEW

Annual Objectives Dashboard



19
IN PROGRESS

00
AT RISK

02
COMPLETED

01
DEFERRED

00
NOT
STARTED

GOAL 1 – Our People

Annual Objectives Dashboard



	Annual Objective	KPI	Responsibility	Status	Comments/ Highlights
1.1.	Enhance the experience and quality of City of Mount Gambier's volunteer program.	Deliver Year 1 of the Volunteer Management Plan and report progress towards measures of success.	Corporate & Regulatory Services		Volunteer management has been incorporated in FY26 budget and business planning to ensure Year 2 activities are scoped and captured. Finalising review of management of volunteer files and data to ensure all information is up-to-date and compliant.
1.2	Ensure equity of access and an inclusive environment for all people living within our community.	Development of the Disability Access and Inclusion Plan 2024-2028 and supporting implementation plan.	People, Place and Liveability		The State Government is currently reviewing the State Disability Access and Inclusion Plan (DAIP), and all Local Governments will be required to align their DAIP with the new State version. The due date for Council's DAIP has been extended to six months following the gazetting of the updated State DAIP. The State DAIP is currently out for consultation which is open to 26/05/2025.
1.3.	Administer a Grants and Sponsorship Program that supports initiatives and projects, in partnership with our community, that strengthen and respond to Council's Strategic Plan.	Administer two rounds for the allocation of grant and sponsorship funds in accordance with the Policy and review for economic impact.	People, Place and Liveability		Round Two Completed. Strategic Review conducted with recommendations for improvement being presented to Council at May 2025 Council Meeting.
1.4	Progress towards the development of a new Reconciliation Action Plan.		People, Place and Liveability		Yerkalapata Community Reference Group met in April 2025. Internal Project team established and meetings commenced.
1.5	Monitor the activation and management of the Wulanda Recreation and Convention Centre.		People, Place and Liveability		Reporting and operational meetings occurring as per schedule.

	Annual Objective	KPI	Responsibility	Status	Comments/ Highlights
1.6.	Deliver effective dog and cat management initiatives and services.	Deliver Year 1 of the Dog and Cat Management Plan 2024 - 2028 and report on progress.	Corporate & Regulatory Services		Council's website is under review with content to continue to be updated. A new flyer has been developed and distributed to the local veterinary clinics promoting registration. Construction of interim dog park at Blue Lake Sports Park due for construction in June. Proactive follow-up underway for dogs unregistered in the system. Good working relationships with rehoming partners for those dogs unable to be reunited with their owners and require rehoming.

GOAL 2 – Our Location

Annual Objectives Dashboard



	Annual Objective	KPI	Responsibility	Status	Comments/ Highlights
2.1.	Deliver the adopted capital works program.	Regular reporting to Council on progress.	City Infrastructure		Quarter 3 report to be provided at the June Council Meeting.
2.2.	Deliver asset management program for 2024/ 2025 and new asset management planning approach for implement in 2025/2026.	Delivery of new Asset Classes and supporting Asset Management Plans to inform 2025/2026 budget.	City Infrastructure		Buildings & Structures Asset Management Plan has been revised with incorporation of advice received from ESCOSA. A consultant has been engaged to undertake a comprehensive condition audit of 6 major buildings to register component level assets and a future works program according to the new hierarchy definitions of the asset classes.
2.3.	Ensure strategic management of Council property assets and supporting policy framework to guide decision making in relation to Council's property needs and Council owned land.	City of Mount Gambier Property Management Strategy and supporting implementation framework endorsed by Council.	Corporate and Regulatory Services		GIS data being extracted and updated in ArcGIS. Renewals and other work streams ongoing.
2.4	Shaping the urban design of our City.	Participate in the Regional Planning process and develop an Urban Planning and Design Framework.	Corporate and Regulatory Services/ People, Place and Liveability		The Regional Plan is currently out for community consultation, with submissions due by 17 June 2025. Work is underway in preparing a submission from Council.
2.5	Enhancement and protection of our unique natural resources.	Utilise the endorsed vision and guiding principles to progress the Crater Lakes Activation Plan and delivery of supporting implementation plan.	People, Place and Liveability		Continued engagement with key stakeholders to inform the framework for a Cultural Heritage Management Plan.

	Annual Objective	KPI	Responsibility	Status	Comments/ Highlights
2.6.	Implement initiatives and activities that support the vibrancy and resilience of Mount Gambier's CBD.	Develop CBD Activation Action Plan.	People, Place and Liveability		Commenced market analysis for fit for purpose activation methods. CBD stakeholder engagement continuing as the project progresses.

GOAL 3 – Our Diverse Economy Annual Objectives Dashboard



	Annual Objective	KPI	Responsibility	Status	Comments/ Highlights
3.1.	Continue to strengthen partnerships and advocate for community opportunities and challenges in accordance with the City of Mount Gambier Partnership Priorities and Advocacy 2024 - 2025.		City and Community Growth		Progressing documentation to articulate Council Advocacy priorities for State Government and other key stakeholders.
3.2.	Improve housing affordability and accessibility in Mount Gambier.	Affordable Housing Strategy for Mount Gambier adopted by Council and monitor its implementation.	City and Community Growth		Facilitated a visit from the Office of Regional Housing to provide an update and presentation of insights to Elected Members.
3.3.	Enhance the visitor experience for tourists coming to Mount Gambier.	Implementation of new visitor servicing model for Mount Gambier.	City and Community Growth		Hub & Spoke Visitor Servicing Model progressed with data collection occurring to inform Strategic Review in September 2025. Expressions of Interest for Lady Nelson Site extended to 30 April 2025.
3.4	Deliver Waste Management Strategy and Masterplanning.	Finalise a Waste Management Masterplan and implementation strategy.	City Infrastructure		Draft has been presented to Elected Members for feedback. Currently awaiting the results.

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

Annual Objectives Dashboard



	Annual Objective	KPI	Responsibility	Status	Comments/ Highlights
4.1.	Undertake masterplans for Council's Open Space assets and seek opportunities for grant funding or other options to progress the masterplan outcomes.	Complete a masterplan for Umpherston Sinkhole/ Balumbul and commence masterplan for Vansittart Park. Seek opportunities for grant funding or other options to progress the Blue Lake Sports Park Masterplan.	People, Place and Liveability		Successful tenderer appointed and Project Control Group being established (internal & external stakeholders). Master plan for Vansittart Park has been deferred to 2026/27 financial year.
4.2.	Enhance vibrancy, promote cultural identity and provide a unique attraction in Mount Gambier through an iconic work of art.	Deliver a beacon art project and agree the approach for future similar projects.	People, Place and Liveability		Work is currently being fabricated by the sub-contractor. The consultant has delivered the marketing strategy, which is now being implemented. The Development Application (DA) has been submitted, and the installation location has been confirmed on Bay Road. Installation is scheduled for July 2025, with the official launch date to be confirmed.
4.3.	Shape an arts and culture strategy for Mount Gambier.	Deliver a City of Mount Gambier Arts Strategy providing strategic direction for the Riddoch Arts and Cultural Centre.	People, Place and Liveability		Public consultation sessions held in April, Yerkalalpata consultation held in early May. Following feedback from Yerkalalpata a draft will be published on Have Your Say June/July 2025.

GOAL 5 – Our Commitment

Annual Objectives Dashboard



	Annual Objective	KPI	Responsibility	Status	Comments/ Highlights
5.1.	Enhance Council's Business Systems and Infrastructure to support service delivery and performance.	Undertake business process review and alignment and data management strategy.	Corporate and Regulatory Services		Contracts have now been finalised with relevant vendors. Project Steering Committee established a project implementation planning underway in conjunction with internal and external stakeholders.
5.2.	Develop and deliver a Workforce Planning Framework to ensure effective resourcing to support service delivery.	Develop a service register, service review framework and commence workforce analysis.	Corporate and Regulatory Services		Workshops underway to populate organisation Service Catalogue. Service Review Framework in development with high-level approach endorsed by Executive Leadership Team. Current state workforce analysis and environmental scan continuing for input to the Workforce Plan.
5.3.	Shape a community vision to 2035 and a strategic plan that outlines Council's contribution to achieving this vision.	Mount Gambier 2035 and City of Mount Gambier Strategic Plan adopted by Council.	CEO's Office		Mount Gambier 2035 adopted by Council in July 2024. Council's Strategic Plan 2024 - 2025 adopted by Council in November 2024.

18.9 ADOPTION OF SCHEDULE OF FEES AND CHARGES 2025/2026

Author: Kylie Harradine, Financial Accounting Coordinator

Authoriser: Jane Fetherstonhaugh, General Manager Corporate and Regulatory Services

RECOMMENDATION

1. That Council report titled 'Adoption of Schedule of Fees and Charges 2025/2026' as presented on Tuesday 20 May 2025 be noted.
2. That Council notes there are three fee authority categories: Statutory, Delegation and Council.
3. That Council adopts the fees and charges set by Council included in the Schedule of Fees and Charges.
4. That Council notes and endorses the fees and charges set under delegation included in the Schedule of Fees and Charges.
5. That Council notes the fees and charges set by statute as contained in the Schedule of Fees and Charges. These fees will be updated once gazetted/released.
6. That Council authorises the Chief Executive Officer or Delegate to make any necessary changes to the Schedule of Fees and Charges 2025/2026 arising from this meeting, together with any editorial amendments and changes that do not materially alter the integrity of the document.

PURPOSE

The Schedule of Fees and Charges is intended to inform Council, the community, and any individuals who may be affected by Council-imposed fees. It provides transparency by offering a record of the Council's financial activities and position, including comparisons to the previous financial period.

BACKGROUND/OPTIONS

2025/2026 Review – Budget holders and managers have reviewed the fees and charges for the 2025/2026 financial year. Fees have increased in line with indexation of 3.5%, except where rounding (e.g. to the nearest dollar) has been applied, which may give the appearance of a higher or in some cases lower increase. A workshop was held with Elected Members, Tuesday 11 March 2025, detailing the proposed fees and charges schedule highlighting any new or removed fees along with fees that changed relative to indexation.

Workshop discussion – Two key discussion points were raised during the elected member workshops;

- 1) **Events hire equipment** – why does Council offer Hi-vis vests for hire?
Administration Response: Council have a stockpile of unbranded vests which event organisers can hire to help them easily identify event team members. Offering these is at no additional cost to Council. A phased approach to remove this offering will be implemented by not replacing damaged vests.



- 2) **Cardboard** – Explore option to list a separate cardboard fee;
Administration Response: Council accepts rubbish and diverts it into one of two streams, waste or reusable. Reusable products are diverted to the reuse market while waste products are diverted to the most appropriate disposal facility at a cost to Council which needs to be recovered holistically.

Statutory Fees and Charges – Statutory fees and charges are identified on the attached schedule, these are fees and charges which Council does not set. New statutory fees may not have been advised as at the time of writing this report. It should be noted that for the purposes of this report these fees and charges have not been updated and have been shown as TBC. They will be updated following the adoption of the schedule to reflect gazetted fees when they become available.

Fees and Charges Set Under Delegation - Fees and charges set under delegation can be waived, reduced or varied by the Administration (Chief Executive Officer or delegate). This delegation enables Council to respond to situations such as hardship, and or to support not for profit organisations, it also allows Council to respond to the change in the cost of providing a service.

Fees and Charges Set by Council - Fees and charges adopted by Council are identified in the schedule and cannot be altered without endorsement of Council.

Community Fees (132) - Includes fees for community equipment and facility hires. Indexation has generally been applied with increases above 3.5% applied to items that were not covering costs including hire replacements and laundry fees. Following further review of Visitor services, the fee for Engelbrecht cave tours have been adjusted to ensure service delivery is cost neutral. Adult tickets changing from \$21.50 to \$22.00, child 4-16 years \$10.50 to \$11.00 and a concession card holder changing from \$16.50 to \$17.60.

New - 1 new fee has been established to accommodate persons presenting to the library with the own materials for laminating

Discontinued - 3 fees have been discontinued as they were duplications of other fees unnecessarily recorded separately.

Events Support (61) - Includes fees for event holders, permits for use of council land and sponsorship of the Christmas parade. Indexation has been applied across the events fees except for fees that were not covering costs including rubbish bin hires. Bollard hire fees increased due to benchmarking while other fees did not increase as there was no additional cost to Council for their use including inflatable screens, wireless pa and stage per unit.

New - 27 new fees have been established to accommodate various permit request for use of Council land based on size and type eg. Community or Commercial. Some hire equipment has been restructured to accommodate different requirements and a road maintenance fee introduced recover costs.

Discontinued - 13 fees have been discontinued as they were being offered at a cost or risk to Council unnecessarily, these include bunting, sandbags, grandstand seating. The remainder have been discontinued as they were duplications of other fees unnecessarily recorded separately.

Development (75) - Includes fees for Planning SA and customers are encouraged to self-service using the portal. Of the 7 fees set by Council all, 4 including photocopying which increased by \$0.50 each with the public notification fee remaining the same due to sufficiently covering costs. The stormwater drainage fees were revised to reflect to stormwater revaluation and to align the m2 and hectare fees.

New – N/A

Discontinued – N/A

Regulatory (39) - Includes animal registrations and infringements which are mostly established by DACO. The fees set by Council increased by indexation.

New – N/A

Discontinued – Fee for daily holding at pound had been flagged for removal, however the fee is still regulated.

Licence and Permits (16) - Includes fees for mobile food vendors, outdoor business permits for displays/dining and business use on Council land. These fees have been restructured to accommodate business demand. No fee has exceeded indexation with the umbrella permit fee decreasing with the restructure. Fee for e-scooter permits removed following workshop due to no submission received from EOI process.

New – 2 new fees have been established for outdoor dining and 3 fees established for permits to undertake business on Council land.

Discontinued – 2 fees have been discontinued following the outdoor dining restructure.

Health Services (32) - Includes fees for council documents and information. The Freedom of Information (FOI) statement fee is yet to be released with Council adopting the same fee for issuing of documentation. There has been no change to other fees set by Council as they are listed “at cost” or “no charge”.

New – N/A

Discontinued – N/A

Information Services (25) - Includes fees for inspections, infringements, registrations and waste water. All fees are statutory and have yet to be released.

New – N/A

Discontinued – N/A

Cemeteries (72) - Includes fees for burials and cremation related services. Indexation has been applied to all fees except for the brass vases; 2 increased to cover costs with the other sufficiently covering costs with no increase required. Updates to GST on interment rights to align with a recent ATO ruling have been implemented.

New – 4 new fees have been established to offer more options on plaques and a funeral director cleaning fee has been established.

Discontinued – N/A

Private works (10) - Includes fees for crossovers, reinstatements, inverts which are all unique require different materials and expertise with the fee structure changing from a set fee to “Quotation required”. The mowing fee has increased above indexation due to a review finding it was not adequately covering costs.

New – N/A

Discontinued – N/A

Waste Management (38) - Includes fees for waste disposal at the Waste Transfer Station and Caroline Landfill. These fees have been restructured to maintain financial sustainability and ensure affordability for the community, while also implementing strategies to discourage illegal dumping. 16 fees have remained the same with no indexation as they have been found

to either meet a greater environmental strategic requirement or be sufficiently covering costs. Cooking oil, bin purchases and large truck have been increased to ensure costs are being covered with the remainder of fees increasing with indexation.

New – N/A

Discontinued – N/A

Recreation (Wulanda) (104) - Includes fees for the use of facilities at the Wulanda recreation centre which is managed by Belgravia. Belgravia presented their draft annual business plan to council on Tuesday, 11 March 2025. Belgravia have strategically assessed their fees. They have undertaken benchmarking and reviewed their cost of services. 24 fees have remained unchanged, with some fees increasing above CPI and to align consistency across discounted rates. Two fees have been amended following the workshop with members, reducing the fee for local clubs lane swimming and teen gym direct debit memberships.

New – 3 new fees have been established including a concessional day pass and two new PT options.

Discontinued – N/A

IMPLICATIONS TO CONSIDER

Legal	The schedule of fees and charges is to apply for a range of services in the 2025/2026 financial year in accordance with Section 188 of the Local Government Act 1999. The fees and charges schedule is required to be publicly available and will be made available on Council's website
Financial and Budget	Fees and charges were key drivers for consideration in the annual business plan and budget process. Cost recovery is fundamental in the establishment of the fees and charges. Strategic consideration to affordability and community impact has also been factored in.
Other Resources	The Local Government Act 1999 requires that Council assesses the financial requirements of the Council for the financial year and sets out a summary of its proposed operating expenditure, capital expenditure and sources of revenue and considers the Council's long-term financial plan and relevant issues relating to the management and development of infrastructure and major assets by the Council.

RISK ANALYSIS

The risk identification and categorisation relies on the City of Mount Gambier [Risk Management Policy](#).

Risk	Consequence Rating	Risk Likelihood Rating	Risk Rating	Mitigation
Finance – Costs not recovered	Moderate (3)	Possible (3)	Moderate	Continue to review cost of service for fees and charges
Reputation - Transparency	Minor (2)	Unlikely (2)	Low	The fees and charges will be publicly available on the website.
Legal / Regulatory / Policy – LGA	Insignificant (1)	Rare (1)	Low	Review each year and each gazette.



Section 188, FOI, DACO, PlanSA				
Service Delivery - Cost to community becomes unaffordable.	Minor (2)	Unlikely (2)	Low	Benchmarking with local business, other Councils and other venues with similar offerings.

APPLICATION OF STRATEGIC PLAN

This report aligns to the following strategic objectives(s):

N/A

This report contributes to delivery of the following key strategic project(s):

N/A

RELEVANT COUNCIL POLICY

[Budget Policy - B300](#)

IMPLEMENTATION AND NEXT STEPS

The 2025/2026 fees and charges schedule will be updated and published on Councils website 1 July 2025.

CONCLUSION

Council statutory and user charges contribute c21% to annual operating revenue and where practicable those individuals or groups who use or benefit from specific services will be charged fees and charges which will largely, if not wholly, fund those services.

It is recommended that the schedule of fees and charges for 2025/2026 be considered and adopted by Council.

ATTACHMENTS

1. Schedule of Fees and Charges 2025-2026 15 05 2025 [**18.9.1** - 10 pages]





Fees and Charges 2025-26

This register of fees and charges is to apply for services from the City of Mount Gambier, for the financial year 1st July 2024 to 30th June 2025, in accordance with section 188 of the Local Government Act 1999.

The Fees and Charges Register details user charges set by Council and the statutory charges set by State Government Regulations.

These statutory charges are current charges that may be revised and amended during the financial year.

All Fees and Charges include GST where applicable.

Fee Description	Fee Units	Fee GST	Fee Authority	Fee 2025-26
COMMUNITY				
Library Multi Function Room (all facilities)				
Community Hire	as required	Taxable	Delegation	No charge
Commercial Hire - Full Day	per day	Taxable	Delegation	\$ 176.00
Commercial Hire - Half Day	up to 4 hours	Taxable	Delegation	\$ 94.00
Commercial Hire - Per Hour	per hour	Taxable	Delegation	\$ 39.00
Library Multi Function Room (kitchen part only)				
Community Hire	as required	Taxable	Delegation	No charge
Commercial Hire - Full Day	per day	Taxable	Delegation	\$ 105.00
Commercial Hire - Half Day	up to 4 hours	Taxable	Delegation	\$ 60.00
Commercial Hire - Per Hour	per hour	Taxable	Delegation	\$ 27.00
Library Multi Function Room (smartboard part only)				
Community Hire	as required	Taxable	Delegation	No charge
Commercial Hire - Full Day	per day	Taxable	Delegation	\$ 94.00
Commercial Hire - Half Day	up to 4 hours	Taxable	Delegation	\$ 49.00
Commercial Hire - Per Hour	per hour	Taxable	Delegation	\$ 28.00
Library IT Training Room				
Community Hire	as required	Taxable	Delegation	No charge
Commercial Hire - Full Day	per day	Taxable	Delegation	\$ 94.00
Commercial Hire - Half Day	up to 4 hours	Taxable	Delegation	\$ 49.00
Commercial Hire - Per Hour	per hour	Taxable	Delegation	\$ 27.00
Library Group Room				
Community Hire	as required	Taxable	Delegation	No charge
Commercial Hire - Full Day	per day	Taxable	Delegation	\$ 49.00
Commercial Hire - Half Day	up to 4 hours	Taxable	Delegation	\$ 27.00
Commercial Hire - Per Hour	per hour	Taxable	Delegation	\$ 11.50
Library Study Room				
Community Hire	as required	Taxable	Delegation	No charge
Commercial Hire - Full Day	per day	Taxable	Delegation	\$ 49.00
Commercial Hire - Half Day	up to 4 hours	Taxable	Delegation	\$ 27.00
Commercial Hire - Per Hour	per hour	Taxable	Delegation	\$ 11.50
Library Meeting Room				
Community Hire	as required	Taxable	Delegation	No charge
Commercial Hire - Full Day	per day	Taxable	Delegation	\$ 49.00
Commercial Hire - Half Day	up to 4 hours	Taxable	Delegation	\$ 27.00
Commercial Hire - Per Hour	per hour	Taxable	Delegation	\$ 12.00
Council Maintained Land - Rental (refer Council Policy R200)				
Lease Fee	each	Taxable	Council	TBC
City Hall Hire - Reception Area				
Part Day - up to 3 hours	up to 3 hours	Taxable	Delegation	\$ 158.00
Part Day - 3 to 6 hours	from 3 to 6 hours	Taxable	Delegation	\$ 280.00
Full Day	per day	Taxable	Delegation	\$ 456.00
City Hall - Hall				
Part Day - up to 3 hours	up to 3 hours	Taxable	Delegation	\$ 211.00
Part Day - 3 to 6 hours	from 3 to 6 hours	Taxable	Delegation	\$ 303.00
Full Day	per day	Taxable	Delegation	\$ 478.00
City Hall - All Facilities				
Part Day - up to 3 hours	up to 3 hours	Taxable	Delegation	\$ 324.00
Part Day - 3 to 6 hours	from 3 to 6 hours	Taxable	Delegation	\$ 533.00
Full Day	per day	Taxable	Delegation	\$ 852.00
City Hall - addition of Kitchen hire				
Part Day - up to 3 hours	up to 3 hours	Taxable	Delegation	\$ 57.00
Part Day - 3 to 6 hours	from 3 to 6 hours	Taxable	Delegation	\$ 139.00
Full Day	per day	Taxable	Delegation	\$ 223.00
City Hall - Other				
Wedding Surcharge	per booking	Taxable	Delegation	20%
Laundry Expense	each	Taxable	Delegation	\$10 to \$25
Ridloch Arts and Cultural Centre - Foyer				
Exhibition Openings Only	each	Taxable	Delegation	\$ 307.00
Media & VR Studio				
Part Day - up to 3 hours	up to 3 hours	Taxable	Delegation	\$ 117.00
Part Day - 3 to 6 hours	from 3 to 6 hours	Taxable	Delegation	\$ 190.00
Full Day	per day	Taxable	Delegation	\$ 267.00
Dress Circle (excluding balcony)				
Part Day - up to 3 hours	up to 3 hours	Taxable	Delegation	\$ 267.00
Part Day - 3 to 6 hours	from 3 to 6 hours	Taxable	Delegation	\$ 428.00
Full Day	per day	Taxable	Delegation	\$ 778.00
Dress Circle (including Balcony)				
Part Day - up to 3 hours	up to 3 hours	Taxable	Delegation	\$ 368.00
Part Day - 3 to 6 hours	from 3 to 6 hours	Taxable	Delegation	\$ 517.00
Full Day	per day	Taxable	Delegation	\$ 900.00
All Facilities				
Part Day - up to 6 hours	up to 6 hours	Taxable	Delegation	\$ 1,193.00
Full Day	per day	Taxable	Delegation	\$ 2,098.00
Institute Building - College Room				
Part Day - up to 3 hours	up to 3 hours	Taxable	Delegation	\$ 98.00
Part Day - 3 to 6 hours	from 3 to 6 hours	Taxable	Delegation	\$ 192.00
Full Day	per day	Taxable	Delegation	\$ 306.00
Institute Building - Leadlight Room				
Part Day - up to 3 hours	up to 3 hours	Taxable	Delegation	\$ 98.00
Part Day - 3 to 6 hours	from 3 to 6 hours	Taxable	Delegation	\$ 192.00



Fees and Charges 2025-26

This register of fees and charges is to apply for services from the City of Mount Gambier, for the financial year 1st July 2024 to 30th June 2025, in accordance with section 188 of the Local Government Act 1999.

The Fees and Charges Register details user charges set by Council and the statutory charges set by State Government Regulations.

These statutory charges are current charges that may be revised and amended during the financial year.

All Fees and Charges include GST where applicable.

Fee Description	Fee Units	Fee GST	Fee Authority	Fee 2025-26
Full Day	per day	Taxable	Delegation	\$ 306.00
Institute Building - College & Leadlight Room				
Part Day - up to 3 hours	up to 3 hours	Taxable	Delegation	\$ 187.00
Part Day - 3 to 6 hours	from 3 to 6 hours	Taxable	Delegation	\$ 352.00
Full Day	per day	Taxable	Delegation	\$ 549.00
Institute Building Kitchen				
Part Day - up to 3 hours	up to 3 hours	Taxable	Delegation	No charge
Part Day - 3 to 6 hours	from 3 to 6 hours	Taxable	Delegation	\$ 62.00
Full Day	per day	Taxable	Delegation	\$ 98.00
Riddoch Art and Cultural Centre - All Facilities (excluding Institute Facilities)				
Full Day	per day	Taxable	Delegation	\$ 2,355.00
Riddoch Art and Cultural Centre - Exhibition space				
Southlink	4 week block	Taxable	Delegation	\$ 178.00
Riddoch Art and Cultural Centre - Other				
IT Support if required	per hour	Taxable	Delegation	\$ 57.00
Staffing after hours	per hour	Taxable	Delegation	\$ 57.00
Mandatory fee for fee waived events (cleaning & utilities)	per booking	Taxable	Delegation	\$ 57.00
Riddoch Art and Cultural Centre - Art Studio				
Part Day - up to 3 hours	up to 3 hours	Taxable	Delegation	\$ 117.00
Part Day - 3 to 6 hours	from 3 to 6 hours	Taxable	Delegation	\$ 190.00
Full Day	per day	Taxable	Delegation	\$ 211.00
Event/Program/Workshops - Cover Charges				
A Fee may be charged for programmed activities & sundries:	per program	Taxable	Delegation	
Adults	per person	Taxable	Delegation	To cover cost
Children (12 and under)	per person	Taxable	Delegation	To cover cost
Security Bond (Booking Only)				
Minimum Bond	per booking	Taxable if forfeited	Delegation	\$ 500.00
Maximum Bond	per booking	Taxable if forfeited	Delegation	\$ 2,000.00
Exhibition Administration Fee	per booking	Taxable	Delegation	\$ 125.00
Sale of Works (Individual Artist/Supplier)				
Works	each	Taxable	Delegation	by negotiation
Merchandise	each	Taxable	Delegation	by negotiation
Sale of Works (Other)	each	Taxable	Delegation	by negotiation
Library Fines				
Lost/replacement cards, items and overdue books	each	Exempt	Delegation	At cost
Library Photocopying/Printing				
A4 Black/White	per page	Taxable	Delegation	\$ 0.30
A4 Black/White (double sided)	per page	Taxable	Delegation	\$ 0.50
A4 Colour	per page	Taxable	Delegation	\$ 0.70
A4 Colour (double sided)	per page	Taxable	Delegation	\$ 1.30
A3 Black/White	per page	Taxable	Delegation	\$ 0.60
A3 Black/White (double sided)	per page	Taxable	Delegation	\$ 1.00
A3 Colour	per page	Taxable	Delegation	\$ 1.50
A3 Colour (double sided)	per page	Taxable	Delegation	\$ 2.70
Photocopying over 5 pages - Staff service - additional charge	per page	Taxable	Delegation	\$ 0.10
3D Printing	per page	Taxable	Delegation	At cost
Library Scanning to email				
Under 5 pages	per	Taxable	Delegation	No charge
Over 5 pages	per page	Taxable	Delegation	\$ 0.10
Library Laminating				
A4	each	Taxable	Delegation	\$ 2.40
A3	each	Taxable	Delegation	\$ 4.70
Service (own material supplied)	each	Taxable	Delegation	\$ 0.10
Library Miscellaneous				
Sale of Memory Sticks	each	Taxable	Delegation	\$ 9.00
Earphones	each	Taxable	Delegation	At cost
Material replacement charges	each	Taxable	Delegation	At cost
Library Bags	each	Taxable	Delegation	\$ 3.00
Faxing	per page	Taxable	Delegation	\$ 1.30
Local History Photos				
Photocopying - A4	each	Taxable	Delegation	\$ 0.70
Photocopying - A3	each	Taxable	Delegation	\$ 1.50
A3 laser printed/photo quality	each	Taxable	Delegation	\$ 5.90
A4 laser printed/paper quality	each	Taxable	Delegation	\$ 3.80
The Les Hill / Forestry				
Image to USB (provided by customer)	each	Taxable	Delegation	\$ 4.30
SA Photography Collection				
Digital images - Commercial Use (Excludes Forestry SA Collection)	per image	Taxable	Delegation	\$ 20.70
Library Events				
Special events	per attendee	Taxable	Delegation	To cover cost
Visitor Information Centre - Guided Tours				
Hop on City Tour	per hour	Taxable	Delegation	\$ 140.00
Engelbrecht Cave				
Adults	each	Taxable	Delegation	\$ 21.00
Child 4 - 16 years	each	Taxable	Delegation	\$ 10.50
Child under 4	each	Taxable	Delegation	\$ -
Concession card holder	each	Taxable	Delegation	\$ 16.50
Equipment Hire				
Disc Golf Hire	each	Taxable	Delegation	No charge
Disc Golf Hire - Replacement disc	each	Taxable	Delegation	\$ 32.00
Bike Hire	each	Taxable	Delegation	No charge



Fees and Charges 2025-26

This register of fees and charges is to apply for services from the City of Mount Gambier, for the financial year 1st July 2024 to 30th June 2025, in accordance with section 188 of the Local Government Act 1999.

The Fees and Charges Register details user charges set by Council and the statutory charges set by State Government Regulations.

These statutory charges are current charges that may be revised and amended during the financial year.

All Fees and Charges include GST where applicable.

Fee Description	Fee Units	Fee GST	Fee Authority	Fee 2025-26
Bike Hire - Replacement Bike	each	Taxable	Delegation	\$ 800.00
Bike Hire - Replacement Buckled Wheel	each	Taxable	Delegation	\$ 475.00
Bike Hire - Replacement Bell	each	Taxable	Delegation	\$ 16.50
Bike Hire - Replacement Lock	each	Taxable	Delegation	\$ 37.50
Bike Hire - Replacement Stand	each	Taxable	Delegation	\$ 60.00
Bike Hire - Replacement Mudguard	each	Taxable	Delegation	\$ 90.00
Bike Hire - Replacement Seat	each	Taxable	Delegation	\$ 60.00
Bike Hire - Replacement Reflectors	each	Taxable	Delegation	\$ 16.50
Bike Hire - Replacement Basket	each	Taxable	Delegation	\$ 90.00
Bike Hire - Replacement Helmet	each	Taxable	Delegation	\$ 90.00
Bike Hire - Replacement Chain Guard	each	Taxable	Delegation	\$ 60.00
Cave Diving - Loan of Keys & Tags	each	Taxable	Delegation	No charge
Cave Diving - Replacement Keys & Tags	each	Taxable	Delegation	\$ 33.00
EVENTS SUPPORT				
Plant Hire				
Rubbish Bin - General Waste	per bin / event	Taxable	Delegation	\$ 21.50
Rubbish Bin - Recycling (Cans & Bottles)	per event	Taxable	Delegation	\$ 21.50
Barricade Mesh (30m & 50m rolls)	each / per day*	Taxable	Delegation	\$ 2.60
Bollards	each / per day	Taxable	Delegation	\$ 3.50
Wooden Droppers	each / per day*	Taxable	Delegation	\$ 2.60
Witches Hats	each	Taxable	Delegation	\$ 2.60
High-Vis Vests	each	Taxable	Delegation	\$ 2.60
3-Phase Distribution Board	each	Taxable	Delegation	\$ 103.50
Cable Covers	each	Taxable	Delegation	\$ 10.40
Crowd Control Fencing	each	Taxable	Delegation	\$ 15.50
Extendable cone bar (plastic)	each / per day*	Taxable	Delegation	\$ 2.50
Signage - Community Events	each / per day*	Taxable	Delegation	\$ 11.00
Signage - Accessible Parking	each / per day*	Taxable	Delegation	\$ 11.00
Stage hire (9 units for a complete stage)	unit / per day*	Taxable	Delegation	\$ 35.00
Stage delivery (weekday delivery and collection)	per event	Taxable	Delegation	\$ 690.00
Stage installation (delivery, installation/dismantle and collection of complete stage)	per event	Taxable	Delegation	\$ 1,815.00
Inflatable screen	per day*	Taxable	Delegation	\$ 105.00
Wireless PA system	per event	Taxable	Delegation	\$ 105.00
Aluminium seating	each / per day*	Taxable	Delegation	\$ 100.00
Aluminium Seating (includes first 2 seats, delivery and collection)	per day*	Taxable	Delegation	\$ 720.00
Aluminium Seating (additional 2 seats, delivery and collection)	based on event re	Taxable	Delegation	\$ 460.00
*per day - maximum charge per week capped at 6 days, with day 7 included at no extra cost				
Advertisements				
Road closure advertisements	each	Taxable	Delegation	At cost
Event Support Services				
Event Labour Monday - Friday	per hour	Taxable	Delegation	\$ 125.00
Event Labour Saturday, Sunday & Public Holidays	per hour	Taxable	Delegation	\$ 215.00
Plant Hire - Light Vehicle	per hour	Taxable	Delegation	\$ 32.00
Heavy Vehicle	per hour	Taxable	Delegation	\$ 45.00
Trailer	per hour	Taxable	Delegation	\$ 10.00
Small Sweeper	per hour	Taxable	Delegation	\$ 155.00
Large Sweeper	per hour	Taxable	Delegation	\$ 260.00
Other Machinery	per hour	Taxable	Delegation	\$ 75.00
Road maintenance unit	per hour	Taxable	Delegation	\$ 200.00
Line Marking	per event	Taxable	Delegation	Quotation required
Irrigation marking (available weekdays)	per hour	Taxable	Delegation	Quotation required
Council Land - Special Events Permits				
Use of council land	each	Taxable	Delegation	\$ 500.00
Lost key	each	Taxable	Delegation	\$ 110.00
Lost / damaged lock	each	Taxable	Delegation	\$ 110.00
Lost tap key	each	Taxable	Delegation	\$ 25.00
Community events (all sizes)	per day	Taxable	Delegation	No charge
Small Commercial Commercial event (0-99) weekday	per day	Taxable	Delegation	\$ 50.00
Small Commercial event (0-99) weekday - bump in/out	per day	Taxable	Delegation	\$ 25.00
Small Commercial event (0-99) weekend	per day	Taxable	Delegation	\$ 70.00
Small Commercial event (0-99) weekend - bump in/out	per day	Taxable	Delegation	\$ 35.00
Small Commercial event (0-99) week	per week	Taxable	Delegation	\$ 320.00
Medium Commercial event (100-999) weekday	per day	Taxable	Delegation	\$ 80.00
Medium Commercial event (100-999) weekday - bump in/out	per day	Taxable	Delegation	\$ 40.00
Medium Commercial event (100-999) weekend	per day	Taxable	Delegation	\$ 100.00
Medium Commercial event (100-999) weekend - bump in/out	per day	Taxable	Delegation	\$ 50.00
Medium Commercial event (100-999) week	per week	Taxable	Delegation	\$ 500.00
Large Commercial event (1000+) weekday	per day	Taxable	Delegation	\$ 130.00
Large Commercial event (1000+) weekday - bump in/out	per day	Taxable	Delegation	\$ 65.00
Large Commercial event (1000+) weekend	per day	Taxable	Delegation	\$ 150.00
Large Commercial event (1000+) weekend - bump in/out	per day	Taxable	Delegation	\$ 75.00
Large Commercial event (1000+) week	per week	Taxable	Delegation	\$ 800.00
Wedding Ceremony (minimum 2 hour)	per hour	Taxable	Delegation	\$ 25.00
Wedding Reception/Private event weekday	per day	Taxable	Delegation	\$ 130.00
Wedding Reception/Private event weekday - bump in/out	per day	Taxable	Delegation	\$ 65.00
Wedding Reception/Private event weekend	per day	Taxable	Delegation	\$ 150.00
Wedding Reception/Private event weekend - bump in/out	per day	Taxable	Delegation	\$ 75.00
Christmas Parade				
Council Sponsored Float - 1 year	each	Taxable	Delegation	\$ 360.00
Council Sponsored Float - 3 years	each	Taxable	Delegation	\$ 900.00
DEVELOPMENT				



Fees and Charges 2025-26

This register of fees and charges is to apply for services from the City of Mount Gambier, for the financial year 1st July 2024 to 30th June 2025, in accordance with section 188 of the Local Government Act 1999.

The Fees and Charges Register details user charges set by Council and the statutory charges set by State Government Regulations.

These statutory charges are current charges that may be revised and amended during the financial year.

All Fees and Charges include GST where applicable.

Fee Description	Fee Units	Fee GST	Fee Authority	Fee 2025-26
Lodgement Fees				
Electronic Lodgement	Per application	Exempt	Statutory	Planning SA Portal
Hard Copy Lodgement	Per application	Exempt	Statutory	TBC
Development Scanning/Photocopying/Printing				
A3 Plan Print	per page	Taxable	Delegation	\$ 4.50
A2 Plan Print	per page	Taxable	Delegation	\$ 5.50
A1 Plan Print	per page	Taxable	Delegation	\$ 7.50
AO Plan Print	per page	Taxable	Delegation	\$ 10.50
Assessment Planning Fees				
Deemed to Satisfy	each	Exempt	Statutory	Planning SA Portal
Deemed to Satisfy	each	Exempt	Statutory	Planning SA Portal
Performance Assessed	each	Exempt	Statutory	Planning SA Portal
Impact Assessed (Restricted)	each	Exempt	Statutory	Planning SA Portal
Impact Assessed (EIS) Declaration	each	Exempt	Statutory	Planning SA Portal
Impact Assessed (EIS) Assessment	each	Exempt	Statutory	Planning SA Portal
Crown Development	each	Exempt	Statutory	Planning SA Portal
Public Notification	each	Exempt	Council	\$ 250.00
Land Division fees				
Assessment, 4 or less allotments	each	Exempt	Statutory	Planning SA Portal
Assessment, 5 or more allotments	each	Exempt	Statutory	Planning SA Portal
Statement of Requirements	each	Exempt	Statutory	Planning SA Portal
Land Division Certificate	each	Exempt	Statutory	Planning SA Portal
Referral Agency Fees				
Referral Agency Fees	each	Exempt	Statutory	Planning SA Portal
Assessment Building Fees				
Building Assessment - Class 2 - 9	each	Exempt	Statutory	Planning SA Portal
Up to \$20000 - \$670.00	each	Exempt	Statutory	Planning SA Portal
Up to \$200000 - \$670 plus .4% over \$20,000	each	Exempt	Statutory	Planning SA Portal
Greater than \$200000 to \$1Mill - \$1390 plus .25% over \$200000	each	Exempt	Statutory	Planning SA Portal
greater than \$1 mill \$3,390.00 plus 0.15% over \$1mill	each	Exempt	Statutory	Planning SA Portal
Building Assessment - Class 10	each	Exempt	Statutory	Planning SA Portal
Demolition	each	Exempt	Statutory	Planning SA Portal
Issue Essential Sfty Provision (class 2 - 9)	each	Exempt	Statutory	Planning SA Portal
Change of Classification	each	Exempt	Statutory	Planning SA Portal
Referral to Commission (Concurrence)	each	Exempt	Statutory	Planning SA Portal
Referral to Commission (Opinion)	each	Exempt	Statutory	Planning SA Portal
Compliance Fees				
Certificate of Occupancy	each	Exempt	Statutory	Planning SA Portal
Class 1 Inspection	each	Exempt	Statutory	Planning SA Portal
Swimming Pool Inspection	each	Exempt	Statutory	Planning SA Portal
Class 10	each	Exempt	Statutory	Planning SA Portal
Class 2 - 9	each	Exempt	Statutory	Planning SA Portal
Open Space Contributions				
S.50 (1) (d) and (7) Land division contributions	Per application	Exempt	Statutory	Planning SA Portal
Stormwater Drainage				
Developer contribution - 1 hectare or greater	per hectare	Exempt	Council	\$ 10,660.00
Developer contribution - less than 1 hectare	per m ²	Exempt	Council	\$ 1.07
REGULATORY				
Dog Rehoming				
Dog Adoption	per dog	Taxable	Delegation	\$ 155.00
Dog registrations				
Non-Standard Dog (50% Fee for Concession card holders)	per dog	Exempt	Statutory	\$ 85.00
Standard Dog - Desexed and Microchipped (50% Fee for Concession card holders)	per dog	Exempt	Statutory	\$ 42.50
Working Livestock Dogs	per dog	Exempt	Statutory	\$ 45.00
Greyhounds (Registered with Greyhound Racing SA)	per dog	Exempt	Statutory	\$ 45.00
Business Registration Fee (up to 10 dogs)	up to 10 dogs	Exempt	Statutory	\$ 230.00
Breeder Fee	per dog	Exempt	Statutory	TBC
Fee for Late Registrations	each	Exempt	Statutory	TBC
Fee for Impound	each	Exempt	Statutory	\$ 78.00
Fee for Daily	per day	Exempt	Statutory	\$ 54.00
Replacement Disc	per disc	Exempt	Statutory	TBC
Assistance Dogs (determined by DACO)	per dog	Exempt	Statutory	No charge
NOTE: 50% Fee for half year registrations only (must be after 31 December)				
Dog Expiations				
43(1)(b) Owner of Dog Wandering at large	per offence	Exempt	Statutory	TBC
33(2)(b) - Owner of an Unregistered Dog	per offence	Exempt	Statutory	TBC
45A(6) Fail to remove and dispose of Dog Faeces	per offence	Exempt	Statutory	TBC
44(2)(b) Be Owner of Dog which attacks,harasses, chases a person or animal	per offence	Exempt	Statutory	TBC
33(3) - Continue to commit Offence of Unregistered Dog	per offence	Exempt	Statutory	TBC
43(1)(b) & 33(2)(b) Be owner of Dog Wandering & Unregistered	per offence	Exempt	Statutory	TBC
43(1)(b) & 45A(2)(b) Be Owner of a Dog Wandering & on School Grounds	per offence	Exempt	Statutory	TBC
43(1)(b) & 44(2)(b) Dog Wandering and attacks or harasses a person or animal	per offence	Exempt	Statutory	TBC
43(1)(b),33(2)(b),44(2)(b) Dog Wandering & Unregistered & attacks a person/animal	per offence	Exempt	Statutory	TBC
42A(1) Owner, Fail to ensure Dog/Cat is Microchipped	per offence	Exempt	Statutory	TBC
42E(2)(b) Owner of Dog/Cat, Fail to ensure Dog/Cat desexed	per offence	Exempt	Statutory	TBC
33(2)(b) 42A(1) 42E(2) Dog Unregistered and Fail to Microchip and Fail to Desex	per offence	Exempt	Statutory	TBC
33(2)(b) & 42A(1) Dog Unregistered & Fail to Microchip	per offence	Exempt	Statutory	TBC
33(2)(b) 43(1)(b) Dog Unregistered & Wandering & Fail to Microchip	per offence	Exempt	Statutory	TBC
42A(1) & 42E(2)(b) Fail to Microchip & Desex Dog/Cat	per offence	Exempt	Statutory	TBC
43(1)(b) 42A(1) 42E(2)(b) Dog Wandering and Fail to Microchip and Desex	per offence	Exempt	Statutory	TBC
33(2)(b) 43(1)(b) 42E(2)(b) Dog Unregistered & Wandering & Fail to Desex	per offence	Exempt	Statutory	TBC



Fees and Charges 2025-26

This register of fees and charges is to apply for services from the City of Mount Gambier, for the financial year 1st July 2024 to 30th June 2025, in accordance with section 188 of the Local Government Act 1999.

The Fees and Charges Register details user charges set by Council and the statutory charges set by State Government Regulations.

These statutory charges are current charges that may be revised and amended during the financial year.

All Fees and Charges include GST where applicable.

Fee Description	Fee Units	Fee GST	Fee Authority	Fee 2025-26
43(1)(b) & 42E(2)(b) Dog Wandering and Fail to Desex	per offence	Exempt	Statutory	TBC
43(1)(b) & 42A(1) Dog Wandering and Fail to Microchip	per offence	Exempt	Statutory	TBC
33(2)(b) & 42E(2)(b) Dog Unregistered and Fail to Desex	per offence	Exempt	Statutory	TBC
55(1)(b) Be Owner of Dog, Contravene Control (Nuisance Dog) Order	per offence	Exempt	Statutory	TBC
Expiation Notices				
Reminder Notice fees	per notice	Exempt	Statutory	TBC
Enforcement Warning Notices	per issue	Exempt	Statutory	TBC
Vehicle Search Fee	per search	Exempt	Statutory	At cost
Burning Expiations				
Burning outside prescribed hours or restricted material	per offence	Exempt	Statutory	TBC
By-law Expiations				
Fines & expiations in relation to Council by-laws	per offence	Exempt	Statutory	TBC
Littering				
Fines & expiations in relation to littering	per offence	Exempt	Statutory	TBC
Parking & Traffic Expiations				
167 - Contravene No Stopping Sign	per offence	Exempt	Statutory	TBC
168(1) - Contravene No Parking Sign	per offence	Exempt	Statutory	TBC
203(1) - Stop in Disabled Parking Area	per offence	Exempt	Statutory	TBC
8(2) - Stop in Disabled Parking Area	per offence	Exempt	Statutory	TBC
185(1) - Stop in a Permit Zone	per offence	Exempt	Statutory	TBC
179(1) - Stop in a Loading Zone	per offence	Exempt	Statutory	TBC
205(1) - Contravene Permitting Parking Sign (longer than indicated)	per offence	Exempt	Statutory	TBC
211(2) - Fail to park completely within Parking Bay	per offence	Exempt	Statutory	TBC
197(1) - Stop on a path, dividing strip or nature strip	per offence	Exempt	Statutory	TBC
172(1) - Stop on or near a Pedestrian Crossing	per offence	Exempt	Statutory	TBC
183(1) - Stop in a Bus Zone	per offence	Exempt	Statutory	TBC
194(1) - Stop within 1 metre of a fire hydrant or fire plug	per offence	Exempt	Statutory	TBC
198(2) - Stop on or across a Driveway	per offence	Exempt	Statutory	TBC
174AB(2) - Erase Marks on Tyres	per offence	Exempt	Statutory	TBC
200(2) - Stop for longer than 1 hour Heavy or Long Vehicle	per offence	Exempt	Statutory	TBC
169 - Stop on continuous yellow edge line	per offence	Exempt	Statutory	TBC
198(1) - Obstruct access to and from a Footpath or Bicycle Path	per offence	Exempt	Statutory	TBC
201 - Contravene Bicycle Parking Sign	per offence	Exempt	Statutory	TBC
187(2) - Stop in a Bicycle Lane	per offence	Exempt	Statutory	TBC
Impounding of Vehicles				
Removal e.g. towing	per vehicle	Exempt	Council	At Cost
Storage	per week	Exempt	Council	\$ 106.60
Search Fees	per vehicle	Exempt	Council	At Cost
Notification to owner	per vehicle	Exempt	Council	\$ 58.00
Advertising/Tendering	per vehicle	Exempt	Council	At Cost
Auctioneers Charge (if applicable)	per vehicle	Exempt	Council	At Cost
Any other charges	per item	Exempt	Council	At Cost
Overtime only for Council Officers (if applicable) in respect of a vehicle	per hr/vehicle	Exempt	Council	At Cost
Administrative charge	per vehicle	Exempt	Council	\$ 95.00
Removal of Property				
Shopping Trolleys, Pedal Cycles	per item	Exempt	Council	\$ 58.00
Storage of Shopping Trolleys, Pedal Cycles	each / per day	Exempt	Council	\$ 11.50
Signboards and Other Objects	per item	Exempt	Council	\$ 55.00
Storage of Signboards and Other Objects	each / per day	Exempt	Council	\$ 11.50
Removal of Vegetation				
105F Long Grass Notice Expiation	per offence	Exempt	Statutory	TBC
Slash/burning & other removal of vegetation for fire prevention	per occasion	Taxable	Statutory	At Cost+100%
Administration Fee	per occasion	Taxable	Statutory	TBC
Cat/Possum Traps				
Hire of Cage/Trap - non-refundable	each	Taxable	Delegation	\$ 37.25
Hire of Cage/Trap - non-refundable (concession holders)	each	Taxable	Delegation	\$ 18.75
LICENCES AND PERMITS				
Mobile Food Vendors				
Quarterly permit	per vendor	Exempt	Council	\$ 240.00
Additional month (only available to align quarterly fee)	per vendor	Exempt	Council	\$ 80.00
Annual permit	per vendor	Exempt	Council	\$ 960.00
Outdoor Dining				
Small Setting (Small table & maximum 2 Seats)	per annum	Exempt	Council	\$ 45.00
Setting (Table & maximum 4 Seats)	per annum	Exempt	Council	\$ 75.00
Bench Seat (Including umbrella)	per annum	Exempt	Council	\$ 90.00
Additional seat	per annum	Exempt	Council	\$ 15.00
Umbrella	per annum	Exempt	Council	\$ 10.00
Council Land - Business use permits				
Community group	per annum	Exempt	Council	No charge
Commercial business - 6 months	per 6 months	Exempt	Council	\$ 158.00
Commercial business - 1 year	per annum	Exempt	Council	\$ 315.00
Outdoor Display Fee	per annum	Exempt	Council	\$ 69.00
Traffic Management				
Applications in relation to temporary road closures	per closure	Exempt	Council	No charge
Directional Signage	each	Taxable	Council	At cost
Work zone traffic management	each	Exempt	Council	At cost
HEALTH SERVICES				
Food Act Fees				
Food Inspection Fees - Small business (definition as per Food Act)	per inspection	Exempt	Statutory	TBC



Fees and Charges 2025-26

This register of fees and charges is to apply for services from the City of Mount Gambier, for the financial year 1st July 2024 to 30th June 2025, in accordance with section 188 of the Local Government Act 1999.

The Fees and Charges Register details user charges set by Council and the statutory charges set by State Government Regulations.

These statutory charges are current charges that may be revised and amended during the financial year.

All Fees and Charges include GST where applicable.

Fee Description	Fee Units	Fee GST	Fee Authority	Fee 2025-26
Food Inspection Fees - Other (definition as per Food Act)	per inspection	Exempt	Statutory	TBC
Supported Residential Facilities (SRF)				
Inspection Fees	per inspection	Exempt	Statutory	TBC
Application fees for licence - new, renewal, transfer	per application	Exempt	Statutory	TBC
Late application fees for licence and/or lodging a dispute application	per application	Exempt	Statutory	TBC
Licensing Fees - new or renewal (per annum)	per licence	Exempt	Statutory	TBC
Health Expiations				
Approved Manager not Appointed for Period	per offence	Exempt	Statutory	TBC
Failure to Comply With Licence Condition	per offence	Exempt	Statutory	TBC
Failure to Comply with Prospectus Requirements Under the Act	per offence	Exempt	Statutory	TBC
Failure to Comply with Resident Contract Requirements Under the Act	per offence	Exempt	Statutory	TBC
Failure to Comply with Service Plan Requirements Under the Act	per offence	Exempt	Statutory	TBC
Failure to Comply with a Notice	per offence	Exempt	Statutory	TBC
Failure to Comply with Part 3 Regulation Resident Contracts / Service Plans	per offence	Exempt	Statutory	TBC
Failure to Comply with Part 3, Part 4, Part 5 or Part 6 Regulations	per offence	Exempt	Statutory	TBC
Failure to Comply with Requirements Placed on Manager under the Regulations	per offence	Exempt	Statutory	TBC
Public Health Act				
HRMWS registration fees - new (registration of 1 system)	per system	Exempt	Statutory	TBC
HRMWS registration fees - new (registration of additional systems)	per system	Exempt	Statutory	TBC
HRMWS registration fees - renewal (dependent on number on premise)	per system	Exempt	Statutory	TBC
Inspection fee HRMWS (for 1 system)	per inspection	Exempt	Statutory	TBC
Inspection fee HRMWS (for each additional system on the same premises)	per inspection	Exempt	Statutory	TBC
Minister determination or approval	per application	Exempt	Statutory	TBC
Waste Water				
Septic Tank Application - New Dwelling	per application	Exempt	Statutory	TBC
Septic Tank Application - Existing Dwelling	per application	Exempt	Statutory	TBC
Septic Tank Application - to alter existing	per application	Exempt	Statutory	TBC
Additional Inspections	per inspection	Exempt	Statutory	TBC
INFORMATION SERVICES				
Administration Fee				
Administration Fee	per page	Exempt	Council	\$ 125.00
Letter of Demand	each	Exempt	Council	At cost
Council Documents				
First ten (10) pages of any document requested in hard copy free of charge	per page	Exempt	Council	No charge
Annual Report, Annual Business Plan Summary, strategic management plans	per publication	Exempt	Council	No charge
Audited Financial Statements	per page	Exempt	Council	TBC
Annual Business Plan (Draft) and Final	per page	Exempt	Council	TBC
Assessment Record	per page	Exempt	Council	TBC
Council By-Laws	per page	Exempt	Council	TBC
Regional Assessment Panel, Agenda and Minutes	per page	Exempt	Council	TBC
Council and Committee Agendas, Minutes and Notices	per page	Exempt	Council	TBC
Council Policies (various covered under Act)	per page	Exempt	Council	TBC
Council Registers (e.g. Community Land, Dogs, Parking, Public Roads)	per page	Exempt	Council	TBC
Election Campaign Donations Returns	per page	Exempt	Council	TBC
Freedom of Information Statement	per page	Exempt	Statutory	TBC
Rate Rebates Report	per page	Exempt	Council	TBC
Supplementary Development Plans (previously on exhibition)	per page	Exempt	Council	TBC
Voters Roll	per page	Exempt	Council	TBC
Freedom of Information				
Application - seeking access and review in relation to Council documents	per application	Exempt	Statutory	TBC
Internal Review	per review	Exempt	Statutory	TBC
Members of Parliament - access and review in relation to Council documents	per application	Exempt	Statutory	No charge
Access and Review - First two (2) hours	per application	Exempt	Statutory	No charge
Access and Review - Charge after two (2) hours	per 15 minutes	Exempt	Statutory	TBC
Non-personal applications - access and review	per 15 minutes	Exempt	Statutory	TBC
Photocopy of documents granted access and review	per page	Exempt	Statutory	TBC
Written transcript of documents granted access and review	per page	Exempt	Statutory	TBC
Other media (Photograph or USB) of documents granted access and review	per item	Exempt	Statutory	At cost
Property Searches				
Rate searches (section 7 & 187), certificates of liability & extracts	per search	Exempt	Statutory	TBC
Rates Certificate only	per certificate	Exempt	Statutory	TBC
Rates Update (Rates search/certificate issued within the financial year)	per update	Exempt	Statutory	No charge
Voters Roll for Election Candidates only				
Certified hard copy of combined roll - first copy per candidate	per election	Taxable	Statutory	No charge
Certified hard copy of combined roll - subsequent copy(ies) per candidate	per page	Taxable	Statutory	TBC
Issue of Keys				
General	per key	Taxable	Delegation	At Cost
CEMETERIES				
Interment Rights - Burial				
All Burial sites excluding family allotments and children's gardens	each	Exempt	Council	\$ 2,088.00
Children's Burial Gardens (Carinya)	each	Exempt	Council	\$ 875.00
Family Allotments (Carinya)	each	Exempt	Council	\$ 8,373.00
Vault (Lake Cemetery)	each	Exempt	Council	\$ 12,683.00
Interment Rights - Cremation (1st interment free of charge)				
Waterfall Area - Granite	each	Exempt	Council	\$ 1,068.00
Waterfall Area - Plinth	each	Exempt	Council	\$ 795.00
Cross Area - Granite	each	Exempt	Council	\$ 823.00
Cross Area - Plinth	each	Exempt	Council	\$ 686.00



Fees and Charges 2025-26

This register of fees and charges is to apply for services from the City of Mount Gambier, for the financial year 1st July 2024 to 30th June 2025, in accordance with section 188 of the Local Government Act 1999.

The Fees and Charges Register details user charges set by Council and the statutory charges set by State Government Regulations.

These statutory charges are current charges that may be revised and amended during the financial year.

All Fees and Charges include GST where applicable.

Fee Description	Fee Units	Fee GST	Fee Authority	Fee 2025-26
Boronia Garden - Granite	each	Exempt	Council	\$ 725.00
Rotunda Memorial - Granite	each	Exempt	Council	\$ 1,068.00
Rose Gardens - Plinth	each	Exempt	Council	\$ 686.00
Rustic (Granite) Wall	each	Exempt	Council	\$ 536.00
Block Wall	each	Exempt	Council	\$ 466.00
Burial Fees				
Initial Interment or reopening of grave up to 3.05m (1, 2 or 3 interment depth)	each	Taxable	Council	\$ 2,000.00
Children under twelve (12) years of age - Childrens Gardens ONLY (Carinya 9-3pm)	each	Taxable	Council	\$ 735.00
Vault Opening Fees (Lake Terrace)				
Vault Opening Fees (Lake Terrace)	each	Taxable	Council	\$ 2,000.00
Cremation Fees (Carinya) 9.00am to 3.00pm Monday to Friday (excluding public holidays)				
Adult Cremation without use of Chapel	each	Taxable	Council	\$ 955.00
Adult Cremation with use of Chapel	each	Taxable	Council	\$ 1,170.00
Children under twelve (12) years of age	each	Taxable	Council	\$ 545.00
Infant under two (2) years of age	each	Taxable	Council	\$ 305.00
Infant under one (1) year of age (undertaken on the same day as another cremation by the same funeral director)	each	Taxable	Council	No charge
Fees Payable in Addition to Cremations (Carinya)				
Splitting of ashes if requested - per additional container	each	Taxable	Council	\$ 52.00
Chapel Committal (15 minutes maximum, no use of audiovisual equipment)	each	Taxable	Council	\$ 109.00
Witnessing no chapel service (maximum of four present, maximum 10 minute seating between 9.00m-3.00pm Weekdays excluding Public Holidays)	each	Taxable	Council	\$ 155.00
Delivery of cremated remains (in Australia)	each	Taxable	Council	\$ 165.00
Chapel Fees (Carinya) 9.00am to 3.00pm Monday to Friday (excluding public holidays)				
Weekdays (excluding public holidays)	each	Taxable	Council	\$ 345.00
Non Standard Extra Fees				
Weekdays after 3pm and Saturdays (excluding public holidays and public holiday weekends)	each	Taxable	Council	\$ 790.00
Sundays, Public Holidays and Saturdays of public holiday weekends (on application ONLY)	each	Taxable	Council	\$ 2,070.00
Interment of Ashes 9.00am to 3.00pm Monday to Friday (excluding public holidays)				
Interred in to existing grave	per opening	Taxable	Council	\$ 515.00
Interment of Ashes				
Waterfall Area - Granite	each	Taxable	Council	\$ 585.00
Waterfall Area - Plinth	each	Taxable	Council	\$ 435.00
Cross Area - Granite	each	Taxable	Council	\$ 455.00
Cross Area - Plinth	each	Taxable	Council	\$ 379.00
Boronia Garden - Granite	each	Taxable	Council	\$ 400.00
Rotunda Memorial - Granite	each	Taxable	Council	\$ 585.00
Rose Gardens - Plinth	each	Taxable	Council	\$ 379.00
Fees Payable in Addition to Interments				
Oversize Coffins and Caskets if notified	each	Taxable	Council	No charge
Oversize Coffins and Caskets - notification not received or received after excavation	each	Taxable	Council	\$ 180.00
Memorial Plaques - Burials				
Single Bronze	6 Lines	Taxable	Council	\$ 735.00
Dual Conversion Bronze	4 Line Base	Taxable	Council	\$ 955.00
Dual Conversion Bronze detachable plate	5 Lines	Taxable	Council	\$ 360.00
Family Allotment Bronze (includes Granite Plinth) (Carinya)	6 Line	Taxable	Council	\$ 765.00
Family Allotment Bronze name plate (Carinya)	1 Line	Taxable	Council	\$ 490.00
Bronze image Burial	6 Lines	Taxable	Council	\$ 2,025.00
Memorial Seat (Carinya)	6 Lines	Taxable	Council	\$ 480.00
200mm x 70mm on existing burial plinth	4 Lines	Taxable	Council	\$ 352.00
Memorial Plaques - Cremations				
Single Bronze Granite	6 Lines	Taxable	Council	\$ 640.00
Single Bronze Plinth	6 Lines	Taxable	Council	\$ 525.00
Lasting Memories Granite	6 Lines	Taxable	Council	\$ 1,600.00
Single Bronze Rustic (Granite) Wall (Carinya)	6 Lines	Taxable	Council	\$ 500.00
Single Bronze Dual Conversion Rustic (Granite) Wall (Carinya)	6 Lines	Taxable	Council	\$ 755.00
Dual Conversion Bronze detachable plate Rustic (Granite) Wall (Carinya)	4 Line Base	Taxable	Council	\$ 340.00
Single Bronze Block Wall (Carinya)	6 Lines	Taxable	Council	\$ 480.00
Memorial Plaques - Additional Fees				
Extra lines	per line	Taxable	Council	\$ 47.00
Private Plaque - Individuals	each	Taxable	Council	Cost + 100%
Private Plaque - community groups	each	Taxable	Council	Cost price
Single concrete headblock - private business	each	Taxable	Council	\$ 70.00
Cleaning product	each	Taxable	Council	\$ 43.00
Refurbishment - single	single	Taxable	Council	\$ 195.00
Refurbishment - dual conversion	dual conversion	Taxable	Council	\$ 225.00
Photograph - Ceramic (5cm x 7cm)	each	Taxable	Council	\$ 165.00
Emblem	standard	Taxable	Council	\$ 103.00
Brass Vase - lawn	each	Taxable	Council	\$ 60.00
Brass Vase - granite	each	Taxable	Council	\$ 40.00
Brass vase - plinth	each	Taxable	Council	\$ 40.00
Monument Licence Fee (Lake Terrace)				
Fridges and other appliances that require degassing or deoiling	single	Taxable	Council	\$ 490.00
Double	double	Taxable	Council	\$ 740.00
Each additional	additional	Taxable	Council	\$ 110.00
Other Fees				
Exhumation after minimum period when authorised	authorised	Taxable	Council	\$ 2,760.00



Fees and Charges 2025-26

This register of fees and charges is to apply for services from the City of Mount Gambier, for the financial year 1st July 2024 to 30th June 2025, in accordance with section 188 of the Local Government Act 1999.

The Fees and Charges Register details user charges set by Council and the statutory charges set by State Government Regulations.

These statutory charges are current charges that may be revised and amended during the financial year.

All Fees and Charges include GST where applicable.

Fee Description	Fee Units	Fee GST	Fee Authority	Fee 2025-26
Remove and fit existing plaques	plaques	Taxable	Council	\$ 52.00
Cleaning (if required)	30 minutes			\$ 50.00
Memorial Seat (subject to availability)	each	Taxable	Council	\$ 2,070.00
PRIVATE WORKS				
Sundry Works				
Concrete Crossover	per m ²	Taxable	Council	Quotation required
Bitumen Crossover - minimum charge (including first m ²)	per m ²	Taxable	Council	Quotation required
Bitumen Crossover - (every meter after first m ²)	per m ²	Taxable	Council	Quotation required
Inverts	lineal metre	Taxable	Council	Quotation required
Mowing				
Ovals for schools/sporting clubs	per hour	Taxable	Delegation	\$ 150.00
Reinstatements				
Concrete Reinstatement	per m ²	Taxable	Council	Quotation required
Asphalt Reinstatement - (First m ²) @50mm thickness only	per m ²	Taxable	Council	Quotation required
Asphalt Reinstatement - (Every m ² after the first m ²)	per m ²	Taxable	Council	Quotation required
Bitumen Resinstatement - minimum charge (including first m ²)	per m ²	Taxable	Council	Quotation required
Bitumen Reinstatement- (every meter after first m ²)	per m ²	Taxable	Council	Quotation required
WASTE MANAGEMENT				
General Public				
Single garbage bag	per bag	Taxable	Delegation	\$ 10.00
Car boot load / Wheelie Bin	per load	Taxable	Delegation	\$ 30.00
Small trailer or utility (standard)	per load	Taxable	Delegation	\$ 55.00
Small trailer or utility (heaped)	per load	Taxable	Delegation	\$ 79.00
Small trailer or utility (caged)	per load	Taxable	Delegation	\$ 105.00
Small trailer or utility (heaped caged)	per load	Taxable	Delegation	\$ 135.00
Tandem trailer (standard)	per load	Taxable	Delegation	\$ 85.00
Tandem trailer (heaped)	per load	Taxable	Delegation	\$ 110.00
Tandem trailer (caged)	per load	Taxable	Delegation	\$ 140.00
Tandem trailer (heaped caged)	per load	Taxable	Delegation	\$ 170.00
Truck or large trailer	per tonne	Taxable	Delegation	\$ 330.00
Disposal by arrangement (direct to landfill) e.g. asbestos, GMM	per tonne	Taxable	Delegation	\$ 349.00
Mattresses Single	per mattress	Taxable	Delegation	\$ 35.00
Mattresses Double / Queen	per mattress	Taxable	Delegation	\$ 45.00
Mattresses King	per mattress	Taxable	Delegation	\$ 50.00
Arm chair	each	Taxable	Delegation	\$ 36.00
Lounge	each	Taxable	Delegation	\$ 49.00
Cooking Oil	per litre	Taxable	Delegation	\$ 0.50
Fridges and other appliances that require degassing or deoiling	per item	Taxable	Delegation	\$ 79.00
Passenger tyre	each	Taxable	Delegation	\$ 15.00
Light Truck / 4WD tyre	each	Taxable	Delegation	\$ 21.00
Truck tyre	each	Taxable	Delegation	\$ 31.00
Tractor tyre	each	Taxable	Delegation	\$ 875.00
Senior's Card/Aged Pensioners Card (must present valid Seniors/Aged Pensioners/Health card)				
Single garbage bag	per bag	Taxable	Delegation	\$ 7.50
Limit car boot load only	per load	Taxable	Delegation	\$ 25.00
Private Contractors				
Charge per tonne via Waste Transfer Centre (to landfill)	per tonne	Taxable	Delegation	\$ 330.00
Waste fill - Charge per tonne via Waste Transfer Centre (to landfill)	per tonne	Taxable	Delegation	\$ 99.00
Minimum charge for account customers	per load	Taxable	Delegation	\$ 205.00
Overloaded Truck (Facility and Services Fee)	per occurrence	Taxable	Delegation	\$ 3,180.00
Facility Service Fee	per occurrence	Taxable	Delegation	\$ 35.00
eWaste and Recycling				
CDs, discs, USBs, calculators, household batteries etc	each	Taxable	Delegation	No charge
Small light globes - Compact fluoro lights (CFLs)	per item	Taxable	Delegation	\$ 0.50
Larger light globes - Fluoro tubes, high density lamps	per item	Taxable	Delegation	\$ 1.50
Small Electrical - e.g. toaster, frypans, lamps etc	per item	Taxable	Delegation	\$ 6.50
Medium items - Computer package, large TVs, medium printers, etc	per item	Taxable	Delegation	\$ 16.00
Large Electrical - Stereo, Washing Machine, Garden Electrical	per item	Taxable	Delegation	\$ 26.00
Rubbish Bins and Containers				
240L Bins (Greenwaste)	each	Taxable	Delegation	\$ 104.00
240L Bins (Garbage/Recycling) - replacement	each	Taxable	Delegation	\$ 104.00
RECREATION (WULANDA)				
Memberships & Health Club				
All Memberships (joining fee)	each	Taxable	Delegation	\$ 60.00
Full Access Membership (Direct Debit)	per week	Taxable	Delegation	\$ 23.65
Full Access Membership - Concession (Direct Debit)	per week	Taxable	Delegation	\$ 18.25
Full Access Membership - Teen (Direct Debit)	per week	Taxable	Delegation	\$ 18.00
Full Access Membership - Family (Direct Debit) - (Up to 2A+2C or 1A+3C)	per week	Taxable	Delegation	\$ 67.50
Health Club Membership (Direct Debit)	per week	Taxable	Delegation	\$ 19.25
Health Club Membership - Concession (Direct Debit)	per week	Taxable	Delegation	\$ 14.75
Health Club Membership - Family (Direct Debit) - (Up to 2A+2C or 1A+3C)	per week	Taxable	Delegation	\$ 52.00
Aquatic Membership (Direct Debit)	per week	Taxable	Delegation	\$ 13.65
Aquatic Membership - Child/Concession (Direct Debit)	per week	Taxable	Delegation	\$ 12.00
Aquatic Membership - Family (Direct Debit) - (Up to 2A+2C or 1A+3C)	per week	Taxable	Delegation	\$ 40.00
Aquatic Membership - Family - Extra Child	each/per week	Taxable	Delegation	\$ 5.80
Teen Gym (Direct Debit)	per week	Taxable	Delegation	\$ 13.50
Teen Gym (Casual Visit)	per week	Taxable	Delegation	\$ 15.00
3-month Membership (Paid in full)	per week	Taxable	Delegation	\$ 315.00



Fees and Charges 2025-26

This register of fees and charges is to apply for services from the City of Mount Gambier, for the financial year 1st July 2024 to 30th June 2025, in accordance with section 188 of the Local Government Act 1999.

The Fees and Charges Register details user charges set by Council and the statutory charges set by State Government Regulations.

These statutory charges are current charges that may be revised and amended during the financial year.

All Fees and Charges include GST where applicable.

Fee Description	Fee Units	Fee GST	Fee Authority	Fee 2025-26
3-month Membership Concession (Paid in full)	per week	Taxable	Delegation	\$ 245.00
3-month Membership - Aquatic (Paid in full)	per week	Taxable	Delegation	\$ 227.50
3-month Membership Concession - Aquatic (Paid in full)	per week	Taxable	Delegation	\$ 195.00
12-month Membership (Paid in full)	per week	Taxable	Delegation	\$ 1,240.00
12-month Membership Concession (Paid in full)	per week	Taxable	Delegation	\$ 945.00
Casual Health Club Visit	per week	Taxable	Delegation	\$ 18.00
Casual Health Club Visit - Concession	each	Taxable	Delegation	\$ 15.00
Allied Health Practitioner Entry	per client	Taxable	Delegation	\$ 18.00
Casual Visit - All access (day pass)	per day	Taxable	Delegation	\$ 24.00
Casual Visit - All access (day pass) - Concession	per day	Taxable	Delegation	\$ 18.50
Casual Visit - Group Fitness Class	per week	Taxable	Delegation	\$ 18.00
Casual Visit - Group Fitness Class - Concession	each	Taxable	Delegation	\$ 15.00
10 Visit Pass - Health Club	each	Taxable	Delegation	\$ 162.00
10 Visit Pass - Health Club - Concession	each	Taxable	Delegation	\$ 135.00
10 Visit Pass - Group Fitness	each	Taxable	Delegation	\$ 162.00
10 Visit Pass - Group Fitness Concession	each	Taxable	Delegation	\$ 135.00
Personal Training - 60 minute session (member)	per week	Taxable	Delegation	\$ 70.00
Personal Training - 60 minute session (non-member)	per week	Taxable	Delegation	\$ 80.00
Personal Training - 60 minute (10 pack) (member)	per week	Taxable	Delegation	\$ 630.00
Personal Training - 60 minute (10 pack) (non-member)	per week	Taxable	Delegation	\$ 720.00
Creche	per hour	Taxable	Delegation	\$ 3.00
Swim School				
All Memberships (joining fee)	per family	Taxable	Delegation	\$ 20.00
Single Child (Direct Debit)	per week	Taxable	Delegation	\$ 20.50
3rd or more Children	per week	Taxable	Delegation	\$ 18.50
Private - 30 minute session (1 child)	per week	Taxable	Delegation	\$ 35.00
Aquatic Entry				
Adult	each	Taxable	Delegation	\$ 8.50
Child (5 years +) / Concession	each	Taxable	Delegation	\$ 7.00
Adult (10 visit pass)	each	Taxable	Delegation	\$ 76.50
Child (5 years +) / Concession (10 visit pass)	each	Taxable	Delegation	\$ 63.00
Family (2A+2C or 1A+3C)	each	Taxable	Delegation	\$ 23.50
Children under 5 years (Paying adult required)	each	Taxable	Delegation	No charge
Spectator	each	Taxable	Delegation	\$ 3.00
Department for Education and Child Development (Student)	each	Taxable	Delegation	\$ 4.00
Allied Health Practitioner Entry	per client	Taxable	Delegation	\$ 18.00
Lane Hire Fee (25+ people)	per hour	Taxable	Delegation	\$ 32.50
Lane Hire Fee - Mt Gambier swimming Club (25+ people) per person entry	each	Taxable	Delegation	\$ 6.50
Lane Hire Fee - Visiting swimming Club (25+ people) per person entry	each	Taxable	Delegation	\$ 6.50
Lane Hire Fee (Local sporting clubs) plus standard entry fee per person	per hour	Taxable	Delegation	\$ 30.00
Lane Hire Fee (Swim clubs)	per hour	Taxable	Delegation	\$ 7.00
Lane Hire Fee (Commercial)	per hour	Taxable	Delegation	\$ 40.00
Stadium and Functions				
Casual Shooting	per hour	Taxable	Delegation	\$ 6.00
Casual Shooting (10 visit pass)	each	Taxable	Delegation	\$ 54.00
Stadium Hire (1 court)	per hour	Taxable	Delegation	\$ 65.00
Stadium Hire (Events)	per hour	Taxable	Delegation	\$ 65.00
Function Space (Monday to Friday) 1 room	per hour	Taxable	Delegation	\$ 75.00
Function Space (Monday to Friday) 2 room	per hour	Taxable	Delegation	\$ 125.00
Outdoor site fee	per hour	Taxable	Delegation	\$ 40.00
<i>Note: Additional fees may be applicable to accommodate out of hours access or special requirements</i>				
Birthday Parties				
Pool access (up to 10 children) Minimum Charge	each	Taxable	Delegation	\$ 250.00
Pool access (additional children)	each	Taxable	Delegation	\$ 25.00
Court access (up to 10 children) Minimum Charge	each	Taxable	Delegation	\$ 220.00
Court access (additional children)	each	Taxable	Delegation	\$ 22.00
Pool Hire - Events & Carnivals				
50m Whole Pool - min 3 hours (up to 200)	each	Taxable	Delegation	\$ 450.00
50m Whole Pool - each hour after (up to 200)	per hour	Taxable	Delegation	\$ 120.00
50m Whole Pool - min 3 hours (200-500)	each	Taxable	Delegation	\$ 500.00
50m Whole Pool - each hour after (200-500)	per hour	Taxable	Delegation	\$ 160.00
50m Whole Pool - min 3 hours (over 500)	each	Taxable	Delegation	\$ 550.00
50m Whole Pool - each hour after (over 500)	per hour	Taxable	Delegation	\$ 200.00
25m Whole Pool - min 3 hours (up to 200)	each	Taxable	Delegation	\$ 450.00
25m Whole Pool - each hour after (up to 200)	per hour	Taxable	Delegation	\$ 120.00
25m Whole Pool - min 3 hours (200+)	each	Taxable	Delegation	\$ 500.00
25m Whole Pool - each hour after (200+)	per hour	Taxable	Delegation	\$ 160.00
Swimming Competition Timing System	each	Taxable	Delegation	\$ 320.00
Swimming Starting System	each	Taxable	Delegation	\$ 52.50
Warm Water Pool Exclusive (up to 10)	each	Taxable	Delegation	\$ 163.00
Room Hire				
Community Office	per day	Taxable	Delegation	\$ 55.00
Community Office	per week	Taxable	Delegation	\$ 140.00
Community Office - Commercial daily rate	per day	Taxable	Delegation	\$ 135.00
Community Office - Commercial weekly rate	per week	Taxable	Delegation	\$ 275.00
Consulting Room	per day	Taxable	Delegation	\$ 115.00
Consulting Room	per week	Taxable	Delegation	\$ 240.00
Community Meeting Room	per hour	Taxable	Delegation	\$ 45.00
Community Meeting Room	per day	Taxable	Delegation	\$ 140.00
Community Meeting Room 1 & 2	per hour	Taxable	Delegation	\$ 70.00



Fees and Charges 2025-26

This register of fees and charges is to apply for services from the City of Mount Gambier, for the financial year 1st July 2024 to 30th June 2025, in accordance with section 188 of the Local Government Act 1999.

The Fees and Charges Register details user charges set by Council and the statutory charges set by State Government Regulations.

These statutory charges are current charges that may be revised and amended during the financial year.

All Fees and Charges include GST where applicable.

Fee Description	Fee Units	Fee GST	Fee Authority	Fee 2025-26
Community Meeting Room 1 & 2	per day	Taxable	Delegation	\$ 205.00
Marshalling Room	per hour	Taxable	Delegation	\$ 70.00
Marshalling Room	per day	Taxable	Delegation	\$ 205.00
Youth Room (Community Organisations only)	per hour	Taxable	Delegation	\$ 27.50
Youth Room (Community Organisations only)	per day	Taxable	Delegation	\$ 70.00
Youth Room (Business/Government)	per hour	Taxable	Delegation	\$ 70.00
Youth Room (Business/Government)	per day	Taxable	Delegation	\$ 205.00
Function Kitchen	per hour	Taxable	Delegation	\$ 65.00
Function Kitchen	per day	Taxable	Delegation	\$ 300.00
Function Bar	per hour	Taxable	Delegation	\$ 50.00
Function Bar	per day	Taxable	Delegation	\$ 240.00
<i>Note: Additional fees may be applicable to accommodate out of hours access or special requirements</i>				
Court Hire - Regular Club Use				
Club Rate - Training (1 court)	per hour	Taxable	Delegation	\$ 32.00
Club Rate - Game (1 court)	per hour	Taxable	Delegation	\$ 42.00
Futsal Show Court - Training (1 court)	per hour	Taxable	Delegation	\$ 45.00
Futsal Show Court - Game (1 court)	per hour	Taxable	Delegation	\$ 55.00
Pioneers				
Game Event (incl. Show Court, Function Room (3 hours), Tournament Office)	per game	Taxable	Delegation	\$ 1,650.00

18.10 ASSET ACCOUNTING POLICY

Author: Kahli Rolton, Manager Financial Services
Authoriser: Jane Fetherstonhaugh, General Manager Corporate and Regulatory Services

RECOMMENDATION

1. That the Council report titled 'Asset Accounting Policy' as presented on Tuesday 20 May 2025 be noted.
2. That the amended Asset Accounting Policy appended to this report be adopted by Council.
3. That the Chief Executive Officer or Delegate be authorised to make any necessary changes to the policy arising from this meeting, together with any typographical corrections, amendments to position or organisation titles, and finalisation of the document's formatting that do not materially alter the integrity of the document.

PURPOSE

To present the Asset Accounting Policy which is recommended for amendment, information and adoption of Council following review and feedback from the Audit and Risk Committee at their meeting held 2 April 2025 and following deferral by Council at its meeting held 15 April 2025.

AUDIT AND RISK COMMITTEE

Part 1.3 of the Audit and Risk Committee's Terms of Reference sets out the functions of the Committee, in particular:

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

(h) reviewing and evaluating the effectiveness of policies, systems and procedures established and maintained for the identification, assessment, monitoring, management and review of strategic, financial and operational risks on a regular basis."

Section 12 of the relevant Terms of Reference sets out the Role of the Audit and Risk Committee, in particular:

"12.1.2 Review and challenge where necessary:

The consistency of, and/or any changes to accounting policies."

Any policies or procedures falling within the ambit of the above provision, or as otherwise required, are presented to the Committee for endorsement and information prior to being presented to Council for adoption.

For noting by Council, the Asset Accounting Policy (refer attachment to this report) has been amended in line with comments/suggestions made by the Audit and Risk Committee. One Amendment was made to remove the proposal for a 1% indexation on asset values in an off valuation year and revert back to CPI annually which was the previous position of the Policy. One of the main reasons for this was substantiating the methodology behind the flat 1% indexation.

Following this, Council reviewed the suggestions made by the Audit and Risk Committee and deferred adoption of the Policy at its 15 April Meeting. During that meeting and subsequent budget workshops, depreciation and asset valuation and conditional assessment

considerations were discussed. As a result of the various meetings and discussions, the following amendment has been made with the Policy for Council's consideration and approval - 50% of CPI with the first year of application being 2025/206 to allow management discretion where unit rate costs per capital project provide proof that indexing by CPI does not align and/or while the asset management unlocking project is in progress.

For Council's background, the proposed policy amendment to asset value indexation was trying to address a number of complex issues where Council continues to improve asset management practices whilst weighing up the potential impact on ratepayers. Council administration would prefer a conservative approach to incremental revaluation increases in off revaluation years in the short term to reduce impacts on depreciation expense until the asset management improvement work is completed. Key factors outlined in the Audit and Risk Committee Report are listed below to provide further context for Council.

- Council has recently experienced significant increases over the last two financial years for revaluations on various Infrastructure asset categories and Buildings and Structures.
- Council has reviewed the capitalisation of its costs to ensure a more accurate (increased) representation of capital costs with the purpose of reducing the gap between capital costs and revaluation variances. Costs that have been reviewed include project management staffing allocations, internal waste charge allocation, labour oncost percentage on direct staff time allocations to capital projects. The assumptions behind these allocations were reviewed and verified by the external auditors last financial year. Council Administration review annually as part of the next year budget preparations.
- There is work to be done on ensuring that Council's actual asset consumption is in line with useful lives.
- A review of the Grants Commission database reports for 2022/2023 showed that the City of Mount Gambier Depreciation was 24% of its total operating expenditure. The average of all South Australian Council's was 23%. Noting that 2022/2023 did not include the significant increase in "found" assets for stormwater drainage following the Other Infrastructure revaluation, nor did it include the Buildings and Structure revaluation. For context the 2023/2024 financial statements called out some of the significant increases in depreciation as a result of the revaluation as follows:
 - Other Infrastructure – Stormwater, Retaining Walls and Carparks – 59% average increase
 - Buildings and Structures – 13% average increase.
- Unknown CPI and possibility of reductions in future years, where these reductions may not be recognised properly due to the cumulative nature of the incremental revaluation increases applied annually.
- Do not want to be in a position where rates have increased due to incremental revaluation increases being too high. However, balancing this against ensuring that asset values do increase over time to avoid large spikes in values and depreciation at scheduled revaluation years.
- ESCOSA recommendations regarding asset consumption, cost constraint and rate affordability.

RELEVANT LEGISLATION

Section 126 (1a) of the Local Government Act 1999 (the Act) states that the purpose of an audit and risk committee established by a council (the Committee) is to provide independent assurance and advice to the council on accounting, financial management, internal controls, risk management and governance matters.

BACKGROUND / OPTIONS

Council periodically reviews its policies and procedures during each Council term, unless legislative provisions or administration execution require otherwise, to ensure they remain up to date with legislative, administrative or civic requirements, Council and community expectation and emerging practices in the sector.

Prior Reviews of Policy

The last review of the Asset Accounting policy was completed by the Audit and Risk Committee at the meeting on 3 June 2024 and adopted at the following Council meeting. This review was completed following the asset revaluation of buildings and structures and other infrastructure including storm water drainage, retaining walls and carparks asset categories. Amendments made to the Policy included definition for bore assets and non-recognition of depreciation, update to asset useful lives, frequency of revaluations and assets not subject to revaluation.

Next steps identified that a review of capital thresholds will be undertaken with key stakeholders across Council as part of the next stage of the Asset Management Planning Approach unlocking project (a key foundational project within Council's three year Strategic Work Program).

Prior to this, the Policy was reviewed at the Audit and Risk Committee meeting on 11 September 2023 and adopted at the following Council meeting. This review was completed following the asset valuation for the major classes within the Infrastructure asset class to ensure alignment.

Auditor Matters

The external auditors, identified 4 matters to be addressed in future financial years as part of their balance date audit for the year ended 30 June 2024. One of the matters related to an Accounting Policy for Caroline Landfill. Updates to the Asset Accounting Policy include reference to landfill capping and future restoration assets and associated liability provisions to meet this requirement and ensure retention of knowledge due to the material changes that occurred in 2023/2024.

Summary of Amendments to Policy

1. **Thresholds** – capitalisation thresholds have increased from \$5,000 to \$10,000 for Infrastructure, Building and Structures, Landfill assets.
2. **Landfill** – accounting for landfill construction, capping and future restoration has been detailed at various parts throughout the policy to cover depreciation, liability provisions and revaluations.
3. **Incremental Valuations** - To create a reasonable level of flexibility for the application of indexing certain asset classes by CPI annually, wording has been added enabling management discretion where a proven alternate measure may be used.
4. **Minor** grammatical and wording adjustments as required.

DETAILED IMPLICATIONS

Legal	The Local Government Act 1999 and other Acts require Council to adopt certain 'mandatory' policies. Except where prescribed there is no legislative requirement to review policies with any particular frequency or time period, however it is practically necessary and a common sector practice. Council has resolved to review each policy at least once during the Council term (i.e. during the period November 2022 to November 2026). Noting policies should be reviewed prior to the election caretaker period commencing in August / September 2026.
Financial and Budget	There are no immediate financial implications arising from the amendments.



Community Consultation and Engagement	N/A
Other Resources	External Auditor Matter to be addressed: Given the work undertaken in FY24 to update Council's provision for the Caroline Landfill capping and post closure rehabilitation provision, we recommend that Council undertakes a detailed review and update to its key strategic plans to ensure that they reflect the updated assumptions and estimates.

RISK ANALYSIS

The risk identification and categorisation relies on the City of Mount Gambier [Risk Management Policy](#).

Risk	Consequence Rating	Risk Likelihood Rating	Risk Rating	Mitigation
Finance - Policies are not reviewed on regularly and result in increased financial impact.	Insignificant (1)	Rare (1)	Low	Audit & Risk Committee oversight of policies / procedures relating to governance, finance and risk.
Reputation - Loss in trust and transparency from Community if good governance over Policies is not prioritised and maintained.	Minor (2)	Unlikely (2)	Low	Regular reporting on Policy review schedule to maintain accountability and transparency for the community.
Legal / Regulatory / Policy - Policies are not reviewed regularly and do not reflect changes in legislations or organisational practices	Major (4)	Rare (1)	Moderate	Audit & Risk Committee oversight of policies / procedures relating to governance, finance and risk.

RELEVANT COUNCIL POLICY

[Asset Accounting](#)
[Asset Management - A900](#)

IMPLEMENTATION, COMMUNICATION AND ENGAGEMENT

The updated Policy is intended to be managed in accordance with the review schedule framework already in place / operation.

Following adoption by Council an updated version of the Policy will be made publicly available on Council's website.

CONCLUSION

That having been reviewed by the Audit and Risk Committee on 2 April 2025 and deferred by Council on 15 April 2025, the reviewed and amended Asset Accounting Policy be adopted by Council.



ATTACHMENTS

1. DRAFT Council Policy - Asset Accounting [**18.10.1** - 12 pages]
2. DRAFT Council Policy - Asset Accounting - With tracked changes [**18.10.2** - 12 pages]



 City of Mount Gambier	COUNCIL POLICY ASSET ACCOUNTING POLICY	Version No:	6.0
		Issued:	April 2025
		Next Review:	June 2026

1. INTRODUCTION:

The purpose of this policy is to ensure that all Council owned assets are valued and depreciated in accordance with relevant Australian Accounting Standards ("the Standards") pursuant to Local Government Act 1999 under section 303(4).

2. PURPOSE:

The purpose of this policy is to provide clear direction to management, staff and Council in relation to the Asset Accounting function.

Council will only acquire assets after due consideration of the service needs of the community and the operating needs of the Council. Service levels will be determined in consultation with the community and in line with the Council's 'duty of care' to the community.

3. SCOPE:

The scope of this policy is to ensure:

- **Asset Life** - That Council makes a distinction between costs incurred on long-lived assets and costs incurred on goods and services for immediate consumption;
- **Depreciation** - All depreciation estimates are prepared and maintained in accordance with the Standards and reviewed annually; and
- **Revaluations** - Are performed at a sufficient frequency to ensure that the carrying amount does not differ materially from the fair value at the reporting date.

This Policy is applicable to all Council owned and controlled assets.

The scope of this policy includes 'right-of-use assets' as defined in AASB 16 Leases.

Specific exclusions from this Policy

- Library Books have been treated as an operating expense from the 2022/2023 financial year.
- Assets not considered under Council control
- Where an asset is owned as tenants in common or jointly, only the portion of ownership and control relative to Council is included.

4. DEFINITIONS:

Key Term - Acronym	Definition
Amortisation	The systematic allocation of the depreciable amount of an asset over its useful life (e.g. for an asset valued at \$500,000 and no residual value with a 5 year useful life the annual amount amortised would be \$100,000 per annum).
Asset	A resource with economic value that is owned or controlled by an entity with the expectation that it will provide a future benefit.

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		Issued:	18 June 2024
		Next Review:	June 2025

Key Term - Acronym	Definition
Asset Class	A group of assets having a similar nature or function in the operations and for purpose.
Asset Consumption Ratio	Value of infrastructure assets/gross current replacement cost of infrastructure assets.
Asset Management	The combination of management, financial, economic, engineering and other practices applied to physical assets with the objective of providing the required level of service in the most cost-effective manner.
Asset Renewal Funding Ratio	Capital expenditure on renewal or replacement of existing assets as a percentage of asset management plans allocation. Capital expenditure on renewal or replacement of existing assets / Asset Management Plan.
Asset Register	A register for reliably recording inventory type details of an asset and may incorporate other information such as condition, valuation and location.
Carrying Amount	The amount at which an asset is recognised after deducting any accumulated depreciation and accumulated impairment losses.
Componentisation	The process of breaking down physical or non-physical asset into its individual components or parts for the purposes of accounting, valuation, and management.
Cost	The amount of cash or cash equivalents paid, or the fair value to acquire an asset at the time of its acquisition or construction.
Cost Model	After recognition as an asset, an item of property, plant and equipment shall be carried at its cost less any accumulated depreciation and any accumulated impairment losses.
Depreciation	The monetary value of an asset decreases over time (useful life) due to use, wear and tear or obsolescence. This decrease is measured as depreciation. Depreciation is the measure of 'using up' or consumption of the asset, in providing that asset to the community and is measured on an annual basis.
Depreciable Amount	The cost of an asset or any other amount substituted for cost, less its residual value.

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		Next Review:	June 2025

Key Term - Acronym	Definition
Fair Value	Is the amount for which an asset could be exchanged between knowledgeable, willing parties in an arm's length transaction.
Gifted Assets	Is an asset constructed or purchased by a party other than a Council (typically a developer) and transferred to Council to maintain.
Impairment Loss	Is the amount by which the carrying amount of an asset exceeds its recoverable amount.
Intangible Assets	Are identified as non-monetary assets without physical substance. Some examples of intangible assets include; licences, intellectual property and computer software.
Maintenance	Regular ongoing day-to-day work necessary to keep assets operating, and does not extend the asset's useful life e.g. road patching. This is an operating expense as this does not increase the value of the asset.
Materiality	Information is material if its omission, mis-statement or non-disclosure has the potential, individually or collectively, to influence the economic decisions of users taken on the basis of the financial report or affect the discharge of accountability by the management or elected representatives of the Council.
New Asset	Is the creation of a new asset to meet additional service level requirements, e.g. a new building.
Non-current assets	Are assets that have an estimated life of greater than one year. They also include some financial assets that are not expected to be recovered within a year of the reporting date.
Operations	Regular activities of the council e.g. street sweeping, grass mowing, street lighting.
Right Of Use Asset	A right of use asset, or ROU, is a lessee's right to use an asset over the course of a lease.
Renewal or replacement	Of an asset is where a previously existing asset is replaced, or its service life extended, without enhancement of the service capability except where this is incidental and unavoidable. e.g. gravel re-sheeting, reseal, etc.
Residual value	Of an asset is the estimated amount that an entity would currently obtain from disposal of the asset, after deducting the estimated costs of disposal at the end of its useful life.

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		Next Review:	June 2026

Key Term - Acronym	Definition
Revaluation Model	After initial recognition as an asset, an item of property, plant and equipment whose fair value can be measured reliably shall be carried at a revalued amount, being its fair value at the date of the revaluation less any subsequent accumulated depreciation and subsequent accumulated impairment losses. Revaluations shall be made with sufficient regularity to ensure that the carrying amount does not differ materially from that which would be determined using fair value at the reporting date.
Upgrade	Is the enhancement of an existing asset to provide a higher level of service, e.g. sealing an unsealed road.
Useful life	Is defined as the period over which an asset is expected to be available for use by the entity.

5. ROLES & RESPONSIBILITIES:

5.1 Council:

Council is responsible for adopting the policy, allocating budget, and providing high level oversight of the delivery of the Council's asset accounting policy. The Council is also responsible for ensuring that organisational resources are appropriately funded to guarantee adherence with this policy.

5.2 Chief Executive Officer:

The Chief Executive Officer is responsible for resourcing the implementation of the asset accounting policy and supporting procedures.

5.3 General Managers and Management:

General Managers and Management are responsible for the application of the asset accounting policy and supporting procedures.

5.4 Employees:

Employees are responsible for adhering to the policy.

6. POLICY STATEMENTS:

6.1 This Policy applies the provisions of the Local Government Act 1999 (the Act) Section 124 (Accounting Records to be Kept) regarding Council's Fixed Assets and how financial information pertaining to Fixed Asset transactions and reconciliations are undertaken across all Council operations.

6.2 This Policy underpins how Council treats various categories of transactions recorded on its fixed asset register and fixed asset transactions, culminating in their publication in the annual financial statements required under Section 127 (Financial Statements) of the Act.

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7. POLICY PRINCIPLES

7.1 Valuation:

Valuation of Assets:

Fair Value - The fair value of assets and liabilities must be estimated in accordance with various Accounting Standards for either recognition and measurement requirements or for disclosure purposes.

Fair Value Hierarchy - AASB 13 Fair Value Measurement requires all assets and liabilities measured at fair value to be assigned to a "level" in the fair value hierarchy as follows:

- **Level 1:** Unadjusted quoted prices in active markets for identical assets or liabilities that the entity can access at the measurement date.
- **Level 2:** Inputs other than quoted prices included within Level 1 that are observable for the asset or liability, either directly or indirectly.
- **Level 3:** Inputs for the asset or liability that are not based on observable market data (unobservable inputs).

7.2 Depreciation:

Recognition of Depreciation Expense:

- **Commencement** - Depreciation expense commences from the time the asset is first put into use or held ready for use. Work-in-progress will not be depreciated until the asset is first put into use or held available for use.
- **Cessation** - Depreciation of an asset ceases when the asset is fully depreciated, or if the asset is determined to be held for sale. Depreciation does not cease when the asset becomes idle or is retired from active use unless the asset is fully depreciated.
- **Calculation** - In calculating depreciation on assets, each component of the asset which has a cost that is significant in relation to the total cost of the asset and has a materially different useful life, is to be depreciated separately.
- **Leasehold Improvements** - Where improvements are made to a leasehold property, these improvements will be allocated progressively over the unexpired portion of the lease or the useful lives of the improvements, whichever is the shorter. The unexpired period of the lease should include any options to extend the lease term when the exercise of the option is reasonably certain.
- **Non-Recognition Of Depreciation** - Council does not recognise depreciation on the following:
 - **Inventories** - as they are current assets;
 - **Non-current assets held for sale** - whilst classified as held for sale;
 - **Bores** - Refer to the hole in the ground only and are not traditional water bores subject to normal failures due to the unique environment of the City of Mount Gambier. The expectation is that once a bore is constructed no further work is required. In the event a bore is no longer needed or there are changes to the underground water table, thereby rendering the bores obsolete, future treatment will be that the existing bore will be left in place and abandoned with a new bore hole drilled in a more appropriate location. For noting, bore casings are separately componentised, valued and depreciated.

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- **Other relevant assets** - Land, works of art, rare books, manuscripts, unique historical and cultural objects where their service potential is not expected to diminish with time or use.

7.3 Impairment:

- An asset is impaired if the amount at which it is recognised in the Council's financial records is greater than its fair value. Council will ensure that the amount at which an asset is capitalised does not exceed its fair value. This will be reviewed on an annual basis and all impairment losses are to be shown in the operating statement as expenditure.

7.4 Depreciation Methodology:

- **Asset Lives** - All assets with a useful life of more than one year (with the exception of the asset classes shown in the Non-Recognition of Depreciation section above), including intangible assets are depreciated over the useful life of the asset in accordance with Accounting Standards.

Asset Useful Lives	
Asset Class	(Years)
<i>Infrastructure:</i>	
Sealed Roads - Surface	15 - 40
Sealed Roads - Road Pavement	40 - 80
Sealed Roads - Road Subbase	120 - 240
Unsealed Roads	12 - 75
Paving and Footpaths	10 - 40
Kerb & Gutter	60 - 80
Carparks	15 - 80
Public Lighting	20
Stormwater Drainage	50 -125 (indefinite for bore holes)
Retaining Walls	40-120
Guard Rails and Safety Barriers	30
<i>Buildings & Other Structures:</i>	
Buildings	15 - 250
Park Structures	20 - 30
Playground Equipment	20 - 40
Benches, seats, etc	10 - 30
Waste Management – Landfill Assets	Capacity in use
Recreation and Open Space	10 - 100
Plant & Equipment and IT	3 - 30
Artworks & Historical Collections	Indefinite
Land	Indefinite
Other	10 - 15
Right of Use Assets	Life of the lease

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- **Depreciation** - All infrastructure, property, plant and equipment assets are systematically depreciated over their useful lives on a straight-line basis which best reflects the consumption of the service potential embodied in those assets, excluding: land, footpath nature strips, art and historical collections, and landfill cells.
Landfill cell construction and capping assets are amortised on a consumption basis over the capacity to receive waste. Capping assets are amortised in line with the percentage of consumption of landfill cell's capacity in anyone year.
Land, footpath nature strips, art and historical collections are not depreciated.
- **Asset Additions** - Any expenditure that increases the value of the asset, are depreciated over the remaining useful life of the asset to which it relates.
- **Useful Life** - The useful life of an asset will be reviewed as required. Including at capitalisation of renewal of an asset where it is reasonable to expect that the renewal will increase the useful life of the asset in the interim period to a periodic revaluation.

7.5 Revaluations

Revaluation Methodology:

- **Asset Valuation** - Council treat the valuation of assets in two ways:
 - Firstly, where an asset is carried at cost and has some useful life after it has been fully depreciated, revaluation of the asset will not occur.
 - Secondly, assets that are carried at fair value will be revalued to ensure assets are not fully depreciated before the end of their useful life.
- **Current Replacement Costs** - Are calculated using Council's own current contract unit rates, industry benchmarks and information supplied by other Councils where available. These costs are independently assessed by an appropriately qualified professional.
- **Condition Audits** - Are undertaken to determine the consumption of the asset and hence its fair value in respect to the replacement cost.

Frequency of Revaluation:

- **Fair Value Assets** - All assets carried at fair value are reviewed annually. To achieve this Council review replacement costs and apply incremental adjustments where material and appropriate for each asset class.
- **Condition Audits** - Are performed as per the asset management plans or where there is a material movement between the carrying value and fair value of the assets.
- **Frequency of Revaluation** - Frequency of revaluation for each asset class is shown in the table below:

Asset Category	Valuer	Frequency	Incremental Revaluation*
Artworks and Historical Collections	External	Every 4 years	n/a

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Land	Office of the Valuer General (OVG)	Annually	Increased annually based on OVG
Buildings & Structures	External	Every 4 years	50% of CPI subsequent to further review reverting to CPI annually following year 1 and excluding year of valuation
Infrastructure	External	Every 4 years	50% of CPI subsequent to further review reverting to CPI annually following year 1 and excluding year of valuation
Storm Water Drainage	External	Every 4 years	50% of CPI subsequent to further review reverting to CPI annually following year 1 and excluding year of valuation
Landfill Cell construction and capping	Internal	Annually	n/a
Landfill future restoration	Internal	Every 4 years	n/a

* It is acknowledged that CPI provides a nominal indexation factor. Where alternative measures such as actual unit rate increases provide a proven alternate measure for applying indexation to CPI or cumulative CPI is considered more accurate, management may at its discretion choose to apply the measure that has the least impact in an off-revaluation year.

It should be noted that revaluations may occur more frequently as required to incorporate changes to unit rates to ensure that the financial impact of valuations is minimised.

Revaluations and Accumulated Depreciation:

- **Accumulated Depreciation** - Following a revaluation the accumulated depreciation is restated proportionately to the gross carrying amount of the asset, so that the carrying amount of the asset after revaluation equals its revalued amount. This is a requirement to achieve a comparative in the calculation of the asset consumption ratio.
- **Assets Not Subject To Revaluation** - Plant and equipment, Public Lighting, Guard Rails/Safety Barriers and IT and Office Equipment are recognised at actual cost less accumulated depreciation and any accumulated impairment. Council has one historical collection which is minor in the scheme of its total asset base and is not subject to revaluation.
- **Landfill cell construction and capping assets** – The construction of a landfill waste cell will not be subject to revaluation. The capping asset and associated liability

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provision will be reviewed annually to determine if the amounts provided for are reasonable. Where an adjustment is required to the value of a capping asset, this will be added/deducted to the value of the asset and offset by an increase/decrease to liability provision.

- **Landfill future restoration asset** – The recognition of a future restoration asset is similar in nature to a make good provision. The future restoration and associated liability provision will be reviewed every 4 years to determine if the amounts provided for are reasonable. Where an adjustment is required to the value of the restoration asset this will be added/deducted to the value of the asset and offset by an increase/decrease to the liability provision.

7.6 Liability provisions for asset recognition

Liability provisions associated with the recognition of landfill capping and future restoration assets will be unwound annually based best estimate for interest rate without adjustment to the asset.

7.7 Capitalisation:

Recognition and Thresholds:

- An item of property, plant and equipment that qualifies for recognition as an asset shall be measured at its cost.
- AASB 116 states:

'The cost of an item of property, plant and equipment shall be recognised as an asset if, and only if:

(a) it is probable that future economic benefits associated with the item will flow to the entity;

and

(b) the cost of the item can be measured reliably.'
- Council transfer assets to the asset register only when complete.
- Council recognises the capital cost of an asset comprises of:
 - **Purchase Price** - Its purchase price, including import duties and non-refundable purchase taxes, after deducting trade discounts and rebates;
 - **Directly Attributable Costs** - Any costs directly attributable to bringing the asset to the location and condition necessary (for example costs of site preparation, installation and assembly) for it to be capable of operating in the manner intended by Council;
 - **Employee Benefits** - Costs of employee benefits arising directly from the construction or acquisition of the item of property, plant equipment e.g. project management costs;
 - **Testing** - Costs of testing whether the asset is functioning properly, after deducting net proceeds from selling any items needed to bring the asset to that location and/or condition;
 - **Demolition/Removal** - Costs associated with the dismantling and/or removal of the asset and restoration or rehabilitation of the site on which it was located; and
 - **Gifted Assets** - AASB 116 provides for a specific example relating to Local Government entities where an asset may be gifted to Council at no or nominal measurable cost. When this occurs, Council's administration is obliged to

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recognise the asset at fair value.

- **Borrowing Costs** - In relation to qualifying assets (net of offsetting investment revenue i.e. interest) have been capitalised in accordance with AASB 123 "Borrowing Costs". The amounts of borrowing costs recognised as an expense or as part of the carrying amount of qualifying assets are disclosed in the annual financial statements and the amount (if any) of interest revenue offset against borrowing costs.
- **Landfill capping assets** – recognised based on best estimate of present value of cost of capping a newly constructed cell.
- Council will classify all capital expenditure into the following categories:
 - New / Upgrade; and
 - Renewal.
- **Threshold** - The following principles will apply:
 - **Materiality** - A capitalisation recognition threshold is applied to each asset type using the concept of materiality. Costs below these thresholds are accordingly treated as an operating expense.
 - **Aggregation** - Where a number of the same assets for the same purpose are purchased at the same time and the cumulative value is greater than the threshold, the cumulative value can be capitalised.
 - **Excluded Classes** - No capitalisation threshold will be applied to the acquisition of land, interest in land, works of art, rare books, manuscripts, unique historical and cultural objects.

Asset Class:	Capital Threshold
<i>Infrastructure:</i>	
Road construction and reconstruction	\$10,000
Paving & Footpaths, Kerb & Gutter	\$10,000
Carparks	\$10,000
Stormwater Drainage	\$10,000
Buildings & Structures	\$10,000
Waste Management - Landfill Assets	\$10,000
Park & Playground Furniture & Equipment	\$5,000
Other (including IT)	\$5,000
Plant & Equipment	\$5,000
Right of Use Asset	\$5,000

7.8 Disposal Of Assets:

- **Gain Or Loss** - The difference between any net proceeds from disposal (after deducting selling costs) and the remaining carrying value of an asset will be treated as either a gain or loss in the year the asset is retired or disposed of.
- **Renewal** - Where existing assets are renewed the value of the component of the asset that has been renewed is to be disposed and a new asset created. If the part of the asset disposed of has been retained, its value needs to be recognised in the

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new asset or separated into a new asset component if its useful life differs materially to the new asset.

- **Further Guidance** - Further guidance and controls over the disposal of assets is provided under Council Policy 'P420 Procurement and Disposal of Land and Assets Policy'.

8. TRAINING / EDUCATION

Relevant staff will be adequately trained and qualified to implement and comply with this policy.

9. REVIEW

This Policy will be reviewed annually; or

- The frequency dictated in legislation; or
- Earlier in the event of changes to legislation or related policies and procedures; or
- If deemed necessary by the General Manager Corporate and Regulatory Services.

10. ACCESS TO THE POLICY

This Policy will be available for inspection at Council's principal office during ordinary business hours and on the Council's website www.mountgambier.sa.gov.au. Copies will also be provided to interested members of the community upon request, and upon payment of a fee in accordance with Council's Schedule of Fees and Charges.

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		Next Review:	June 2026

File Reference:	AF18/48
Applicable Legislation:	Local Government Act 1999 Local Government (Financial Management) Regulations 2011
Reference: Strategic Plan – Beyond 2015	Goal 3, Strategic Objective Our Diverse Economy
Related Policies:	A900 Asset Management Policy Procurement Policy Disposal of Land and Assets Policy B300 Budget Framework Policy
Related Procedures:	

DOCUMENT DETAILS

Responsibility:	General Manager Corporate and Regulatory Services
Version:	6.0
Last revised date:	18 June 2024
Effective date:	18 June 2024
Minute reference:	18 June 2023 – Item 16.6 – Resolution 2024/119
<u>Document History</u> First Adopted By Council: Reviewed/Amended:	19 April 2022 13 December 2022, 19 September 2023, 18 June 2024

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1. INTRODUCTION:

The purpose of this policy is to ensure that all Council owned assets are valued and depreciated in accordance with relevant Australian Accounting Standards ("the Standards") pursuant to Local Government Act 1999 under section 303(4).

2. PURPOSE:

The purpose of this policy is to provide clear direction to management, staff and Council in relation to the Asset Accounting function.

Council will only acquire assets after due consideration of the service needs of the community and the operating needs of the Council. Service levels will be determined in consultation with the community and in line with the Council's 'duty of care' to the community.

3. SCOPE:

The scope of this policy is to ensure:

- **Asset Life** - That Council makes a distinction between costs incurred on long-lived assets and costs incurred on goods and services for immediate consumption;
- **Depreciation** - All depreciation estimates are prepared and maintained in accordance with the Standards and reviewed annually; and
- **Revaluations** - Are performed at a sufficient frequency to ensure that the carrying amount does not differ materially from the fair value at the reporting date.

This Policy is applicable to all Council owned and controlled assets.

The scope of this policy includes 'right-of-use assets' as defined in AASB 16 Leases.

Specific exclusions from this Policy

- Library Books have been treated as an operating expense from the 2022/2023 financial year.
- Assets not considered under Council control
- Where an asset is owned as tenants in common or jointly, only the portion of ownership and control relative to Council is included.

4. DEFINITIONS:

Key Term - Acronym	Definition
Amortisation	The systematic allocation of the depreciable amount of an asset over its useful life (e.g. for an asset valued at \$500,000 <u>and no residual value</u> with a 5 year useful life the annual amount amortised would be \$100,000 per annum).
Asset	A resource with economic value that is owned or controlled by an entity with the expectation that it will provide a future benefit.

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Key Term - Acronym	Definition
Asset Class	A group of assets having a similar nature or function in the operations and for purpose.
Asset Consumption Ratio	Value of infrastructure assets/gross current replacement cost of infrastructure assets.
Asset Management	The combination of management, financial, economic, engineering and other practices applied to physical assets with the objective of providing the required level of service in the most cost-effective manner.
Asset Renewal Funding Ratio	Capital expenditure on renewal or replacement of existing assets as a percentage of asset management plans allocation. Capital expenditure on renewal or replacement of existing assets / Asset Management Plan.
Asset Register	A register for reliably recording inventory type details of an asset and may incorporate other information such as condition, valuation and location.
Carrying Amount	The amount at which an asset is recognised after deducting any accumulated depreciation and accumulated impairment losses.
Componentisation	The process of breaking down physical or non-physical asset into its individual components or parts for the purposes of accounting, valuation, and management.
Cost	The amount of cash or cash equivalents paid, or the fair value to acquire an asset at the time of its acquisition or construction.
Cost Model	After recognition as an asset, an item of property, plant and equipment shall be carried at its cost less any accumulated depreciation and any accumulated impairment losses.
Depreciation	The monetary value of an asset decreases over time (useful life) due to use, wear and tear or obsolescence. This decrease is measured as depreciation. Depreciation is the measure of 'using up' or consumption of the asset, in providing that asset to the community and is measured on an annual basis.
Depreciable Amount	The cost of an asset or any other amount substituted for cost, less its residual value.

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Key Term - Acronym	Definition
Fair Value	Is the amount for which an asset could be exchanged between knowledgeable, willing parties in an arm's length transaction.
Gifted Assets	Is an asset constructed or purchased by a party other than a Council (typically a developer) and transferred to Council to maintain.
Impairment Loss	Is the amount by which the carrying amount of an asset exceeds its recoverable amount.
Intangible Assets	Are identified as non-monetary assets without physical substance. Some examples of intangible assets include; licences, intellectual property and computer software.
Maintenance	Regular ongoing day-to-day work necessary to keep assets operating, and does not extend the asset's useful life e.g. road patching. This is an operating expense as this does not increase the value of the asset.
Materiality	Information is material if its omission, mis-statement or non-disclosure has the potential, individually or collectively, to influence the economic decisions of users taken on the basis of the financial report or affect the discharge of accountability by the management or elected representatives of the Council.
New Asset	Is the creation of a new asset to meet additional service level requirements, e.g. a new building.
Non-current assets	Are assets that have an estimated life of greater than one year. They also include some financial assets that are not expected to be recovered within a year of the reporting date.
Operations	Regular activities of the council e.g. street sweeping, grass mowing, street lighting.
Right Of Use Asset	A right of use asset, or ROU, is a lessee's right to use an asset over the course of a lease.
Renewal or replacement	Of an asset is where a previously existing asset is replaced, or its service life extended, without enhancement of the service capability except where this is incidental and unavoidable. e.g. gravel re-sheeting, reseal, etc.
Residual value	Of an asset is the estimated amount that an entity would currently obtain from disposal of the asset, after deducting the estimated costs of disposal at the end of its useful life.

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Key Term - Acronym	Definition
Revaluation Model	After initial recognition as an asset, an item of property, plant and equipment whose fair value can be measured reliably shall be carried at a revalued amount, being its fair value at the date of the revaluation less any subsequent accumulated depreciation and subsequent accumulated impairment losses. Revaluations shall be made with sufficient regularity to ensure that the carrying amount does not differ materially from that which would be determined using fair value at the reporting date.
Upgrade	Is the enhancement of an existing asset to provide a higher level of service, e.g. sealing an unsealed road.
Useful life	Is defined as the period over which an asset is expected to be available for use by the entity.

5. ROLES & RESPONSIBILITIES:

5.1 Council:

Council is responsible for adopting the policy, allocating budget, and providing high level oversight of the delivery of the Council's asset accounting policy. The Council is also responsible for ensuring that organisational resources are appropriately funded to guarantee adherence with this policy.

5.2 Chief Executive Officer:

The Chief Executive Officer is responsible for resourcing the implementation of the asset accounting policy and supporting procedures.

5.3 General Managers, ~~Asset Managers, Manager Financial Services and Management:~~

General Managers, ~~Asset Managers and the Manager, Financial Services and Management~~ are responsible for the application of the asset accounting policy and supporting procedures.

5.4 Employees:

Employees are responsible for adhering to the policy.

6. POLICY STATEMENTS:

6.1 This Policy applies the provisions of the Local Government Act 1999 (the Act) Section 124 (Accounting Records to be Kept) regarding Council's Fixed Assets and how financial information pertaining to Fixed Asset transactions and reconciliations are undertaken across all Council operations.

6.2 This Policy underpins how Council treats various categories of transactions recorded on its fixed asset register and fixed asset transactions, culminating in their publication in the annual financial statements required under Section 127 (Financial Statements) of the Act.

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7. POLICY PRINCIPLES

7.1 Valuation:

Valuation of Assets:

Fair Value - The fair value of assets and liabilities must be estimated in accordance with various Accounting Standards for either recognition and measurement requirements or for disclosure purposes.

Fair Value Hierarchy - AASB 13 Fair Value Measurement requires all assets and liabilities measured at fair value to be assigned to a "level" in the fair value hierarchy as follows:

- **Level 1:** Unadjusted quoted prices in active markets for identical assets or liabilities that the entity can access at the measurement date.
- **Level 2:** Inputs other than quoted prices included within Level 1 that are observable for the asset or liability, either directly or indirectly.
- **Level 3:** Inputs for the asset or liability that are not based on observable market data (unobservable inputs).

7.2 Depreciation:

Recognition of Depreciation Expense:

- **Commencement** - Depreciation expense commences from the time the asset is first put into use or held ready for use. Work-in-progress will not be depreciated until the asset is first put into use or held available for use.
- **Cessation** - Depreciation of an asset ceases when the asset is fully depreciated, or if the asset is determined to be held for sale. Depreciation does not cease when the asset becomes idle or is retired from active use unless the asset is fully depreciated.
- **Calculation** - In calculating depreciation on assets, each component of the asset which has a cost that is significant in relation to the total cost of the asset and has a materially different useful life, is to be depreciated separately.
- **Leasehold Improvements** - Where improvements are made to a leasehold property, these improvements will be allocated progressively over the unexpired portion of the lease or the useful lives of the improvements, whichever is the shorter. The unexpired period of the lease should include any options to extend the lease term when the exercise of the option is reasonably certain.
- **Non-Recognition Of Depreciation** - Council does not recognise depreciation on the following:
 - **Inventories** - as they are current assets;
 - **Non-current assets held for sale** - whilst classified as held for sale;
 - **Bores** - Refer to the hole in the ground only and are not traditional water bores subject to normal failures due to the unique environment of the City of Mount Gambier. The expectation is that once a bore is constructed no further work is required. In the event a bore is no longer needed or there are changes to the underground water table, thereby rendering the bores obsolete, future treatment will be that the existing bore will be left in place and abandoned with a new bore hole drilled in a more appropriate location. For noting, bore casings are separately componentised, valued and depreciated.

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- **Other relevant assets** - Land, works of art, rare books, manuscripts, unique historical and cultural objects where their service potential is not expected to diminish with time or use.

7.3 Impairment:

- An asset is impaired if the amount at which it is recognised in the Council's financial records is greater than its fair value. Council will ensure that the amount at which an asset is capitalised does not exceed its fair value. This will be reviewed on an annual basis and all impairment losses are to be shown in the operating statement as expenditure.

7.4 Depreciation Methodology:

- Asset Lives** - All assets with a useful life of more than one year (with the exception of the asset classes shown in the Non-Recognition of Depreciation section above), including intangible assets are depreciated over the useful life of the asset in accordance with Accounting Standards.

Asset Useful Lives	
Asset Class	(Years)
<i>Infrastructure:</i>	
Sealed Roads - Surface	15 - 40
Sealed Roads - Road Pavement	40 - 80
Sealed Roads - Road Subbase	120 - 240
Unsealed Roads	12 - 75
Paving and Footpaths	10 - 40
Kerb & Gutter	60 - 80
Carparks	15 - 80
Public Lighting	20
Stormwater Drainage	50 -125 (indefinite for bore holes)
Retaining Walls	40-120
Guard Rails and Safety Barriers	30
<i>Buildings & Other Structures:</i>	
Buildings	15 - 250
Park Structures	20 - 30
Playground Equipment	20 - 40
Benches, seats, etc	10 - 30
Waste Management – Landfill Assets	Capacity in use
Recreation and Open Space	10 - 100
Plant & Equipment and IT	3 - 30
Artworks & Historical Collections	Indefinite
Land	Indefinite
Other	10 - 15
Right of Use Assets	Life of the lease

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- **Depreciation** - ~~Other than land, footpath nature strips, art and historical collections, and landfill cells, all infrastructure, property, plant and equipment assets are systematically depreciated over their useful lives on a straight-line basis which best reflects the consumption of the service potential embodied in those assets, excluding land, footpath nature strips, art and historical collections, and landfill cells. Are calculated on a "straight line basis" i.e. the depreciable amount divided by the useful life of the asset.~~

~~Landfill cell construction and capping assets are amortised on a consumption basis over the capacity to receive waste. Capping assets are amortised in line with the percentage of consumption of landfill cell's capacity in anyone year.~~

~~Land, footpath nature strips, art and historical collections are not depreciated.~~

- **Asset Additions** - Any expenditure that increases the value of the asset, are depreciated over the remaining useful life of the asset to which it relates.
- **Useful Life** - The useful life of an asset will be reviewed as required. Including at capitalisation of renewal of an asset where it is reasonable to expect that the renewal will increase the useful life of the asset in the interim period to a periodic revaluation.

7.5 Revaluations

Revaluation Methodology:

- **Asset Valuation** - Council treat the valuation of assets in two ways:
 - Firstly, where an asset is carried at cost and has some useful life after it has been fully depreciated, revaluation of the asset will not occur.
 - Secondly, assets that are carried at fair value will be revalued to ensure assets are not fully depreciated before the end of their useful life.
- **Current Replacement Costs** - Are calculated using Council's own current contract unit rates, industry benchmarks and information supplied by other Councils where available. These costs are independently assessed by an appropriately qualified professional.
- **Condition Audits** - Are undertaken to determine the consumption of the asset and hence its fair value in respect to the replacement cost.

Frequency of Revaluation:

- **Fair Value Assets** - All assets carried at fair value are reviewed annually. To achieve this Council review replacement costs and apply incremental adjustments where material and appropriate for each asset class.
- **Condition Audits** - Are performed as per the asset management plans or where there is a material movement between the carrying value and fair value of the assets.
- **Frequency of Revaluation** - Frequency of revaluation for each asset class is shown in the table below:

Asset Category	Valuer	Frequency	Incremental Revaluation*

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Artworks and Historical Collections	External	Every 4 years	n/a
Land	Office of the Valuer General (OVG)	Annually	Increased annually based on OVG n/a
Buildings & Structures	External	Every 4 years	50% of CPI subsequent to further review reverting to CPI annually following year 1 and excluding year of valuation
Infrastructure	External	Every 4 years	50% of CPI subsequent to further review reverting to CPI annually following year 1 and excluding year of valuationCPI annually excluding year of
Recreation and Open Space	Internal and External	Every 4 years	CPI annually excluding year of valuation
Storm Water Drainage	External	Every 4 years	50% of CPI subsequent to further review reverting to CPI annually following year 1 and excluding year of valuationCPI annually
Caroline Landfill Cell construction and capping	Internal	Annually	n/a
Landfill future restoration	Internal	Every 4 years	n/a

* It is acknowledged that CPI provides a nominal indexation factor. a review will be undertaken in 2024/2025 for implementationWhere alternative measures such as actual unit rate increases provide a proven alternate measure for applying indexation to CPI or cumulative CPI is considered more accurate, management may at it's discretion choose to apply the measure that has the least impact in an off-revaluation year.

It should be noted that revaluations may occur more frequently as required to incorporate changes to unit rates to ensure that the financial impact of valuations is minimised.

Revaluations and Accumulated Depreciation:

- **Accumulated Depreciation** - Following a revaluation the accumulated depreciation is restated proportionately to the gross carrying amount of the asset, so that the carrying amount of the asset after revaluation equals its revalued amount. This is a requirement to achieve a comparative in the calculation of the asset consumption

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ratio.

- **Assets Not Subject To Revaluation** - Plant and equipment, Public Lighting, Guard Rails/Safety Barriers and IT and Office Equipment are recognised at actual cost less accumulated depreciation and any accumulated impairment. Council has one historical collection which is minor in the scheme of its total asset base and is not subject to revaluation.
- **Landfill cell construction and capping assets** – The construction of a landfill waste cell will not be subject to revaluation. The capping asset and associated liability provision will be reviewed annually to determine if the amounts provided for are reasonable. Where an adjustment is required to the value of a capping asset, this will be added/deducted to the value of the asset and offset by an increase/decrease to liability provision.
- **Landfill future restoration asset** – The recognition of a future restoration asset is similar in nature to a make good provision. The future restoration and associated liability provision will be reviewed every 4 years to determine if the amounts provided for are reasonable. Where an adjustment is required to the value of the restoration asset this will be added/deducted to the value of the asset and offset by an increase/decrease to the liability provision.

7.6 Liability provisions for asset recognition

Liability provisions associated with the recognition of landfill capping and future restoration assets will be unwound annually based best estimate for interest rate without adjustment to the asset.

7.6.7 Capitalisation:

Recognition and Thresholds:

- An item of property, plant and equipment that qualifies for recognition as an asset shall be measured at its cost.
- AASB 116 states:

'The cost of an item of property, plant and equipment shall be recognised as an asset if, and only if:
(a) it is probable that future economic benefits associated with the item will flow to the entity;
and
(b) the cost of the item can be measured reliably.'
- Council transfer assets to the asset register only when complete.
- Council recognises the capital cost of an asset comprises of:
 - **Purchase Price** - Its purchase price, including import duties and non-refundable purchase taxes, after deducting trade discounts and rebates;
 - **Directly Attributable Costs** - Any costs directly attributable to bringing the asset to the location and condition necessary (for example costs of site preparation, installation and assembly) for it to be capable of operating in the manner intended by Council;
 - **Employee Benefits** - Costs of employee benefits arising directly from the construction or acquisition of the item of property, plant equipment e.g. project management costs;

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- **Testing** - Costs of testing whether the asset is functioning properly, after deducting net proceeds from selling any items needed to bring the asset to that location and/or condition;
- **Demolition/Removal** - Costs associated with the dismantling and/or removal of the asset and restoration or rehabilitation of the site on which it was located; and
- **Gifted Assets** - AASB 116 provides for a specific example relating to Local Government entities where an asset may be gifted to Council at no or nominal measurable cost. When this occurs, Council's administration is obliged to recognise the asset at fair value.
- **Borrowing Costs** - In relation to qualifying assets (net of offsetting investment revenue i.e. interest) have been capitalised in accordance with AASB 123 "Borrowing Costs". The amounts of borrowing costs recognised as an expense or as part of the carrying amount of qualifying assets are disclosed in the annual financial statements and the amount (if any) of interest revenue offset against borrowing costs.
- **Landfill capping assets – recognised based on best estimate of present value of cost of capping a newly constructed cell.**
- Council will classify all capital expenditure into the following categories:
 - New / Upgrade; and
 - Renewal.
- **Threshold** - The following principles will apply:
 - **Materiality** - A capitalisation recognition threshold is applied to each asset type using the concept of materiality. Costs below these thresholds are accordingly treated as an operating expense.
 - **Aggregation** - Where a number of the same assets for the same purpose are purchased at the same time and the cumulative value is greater than the threshold, the cumulative value can be capitalised.
 - **Excluded Classes** - No capitalisation threshold will be applied to the acquisition of land, interest in land, works of art, rare books, manuscripts, unique historical and cultural objects.

Asset Class:	Capital Threshold
<i>Infrastructure:</i>	
Road construction and reconstruction	\$105,000
Paving & Footpaths, Kerb & Gutter	\$105,000
Carparks	\$105,000
Stormwater Drainage	\$105,000
Buildings & Structures	\$105,000
Waste Management - Landfill Assets	\$105,000
Park & Playground Furniture & Equipment	\$5,000
Open Space and Heritage Place	\$5,000
Other (including IT)	\$5,000
Plant & Equipment	\$5,000

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Right of Use Asset	\$5,000

7.7.8 Disposal Of Assets:

- **Gain Or Loss** - The difference between any net proceeds from disposal (after deducting selling costs) and the remaining carrying value of an asset will be treated as either a gain or loss in the year the asset is retired or disposed of.
- **Renewal** - Where existing assets are renewed the value of the component of the asset that has been renewed is to be disposed and a new asset created. If the part of the asset disposed of has been retained, its value needs to be recognised in the new asset or separated into a new asset component if its useful life differs materially to the new asset.
- **Further Guidance** - Further guidance and controls over the disposal of assets is provided under Council Policy 'P420 Procurement and Disposal of Land and Assets Policy'.

8. TRAINING / EDUCATION

Relevant staff will be adequately trained and qualified to implement and comply with this policy.

9. REVIEW

This Policy will be reviewed annually; or

- The frequency dictated in legislation; or
- Earlier in the event of changes to legislation or related policies and procedures; or
- If deemed necessary by the General Manager Corporate and Regulatory Services.

10. ACCESS TO THE POLICY

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18.11 DELEGATIONS UPDATE - MAY 2025

Author: Elisa Solly, Governance and Property Officer

Authoriser: Jane Fetherstonhaugh, General Manager Corporate and Regulatory Services

RECOMMENDATION

1. That Council report titled 'Delegations Update - May 2025' as presented on Tuesday 20 May 2025 be noted.
2. That Council grants the delegation of powers and functions of the Council as provided for in the tables at **Attachment 1**, to the person occupying or acting in the office of Chief Executive Officer of the Council pursuant to section 44 of the Local Government Act 1999.
3. The delegations granted in resolution (2) above pursuant to the Local Government Act 1999 to the Council's Chief Executive Officer, in accordance with sections 44(4)(b) and 101 of the Local Government Act, but subject to section 44(3a) of the Local Government Act may, unless indicated by resolution or in the tables accompanying the within council report, be further sub-delegated by the Chief Executive Officer or delegate.
4. Noting: no sub-delegation is permitted under the Environment Protection Act 1993.
5. Planning, Development and Infrastructure Act 2016 Delegations:
 6. In exercise of the power contained in Section 100 of the Planning, Development and Infrastructure Act 2016 the powers and functions under the Planning, Development and Infrastructure Act 2016 and statutory instruments made thereunder contained in the Instrument of Delegation (**Attachment 1** accompanying report titled 'Delegations update May 2025') are hereby delegated to the person occupying or acting in the office of Chief Executive Officer of the Council subject to the conditions and/or limitations, if any, specified herein or in the Schedule of Conditions in the proposed Instrument of Delegation.
 - a) Such powers and functions delegated in resolution 4 (a) may be further subdelegated by the Chief Executive Officer in accordance with Sections 44 and 101 of the Local Government Act 1999 and Section 100(2)(c) of the Planning, Development and Infrastructure Act 2016 as the Chief Executive Officer sees fit, unless otherwise indicated herein or in the Schedule of Conditions contained in the relevant Instrument of Delegation.
7. General: The delegations granted in resolution 2 above are subject to the following conditions and limitations:
 - a) If two or more delegates are nominated in respect of a power or function, then each nominated person or position is granted a delegation and may exercise the power or function independently of any other delegate.
 - b) the delegate must exercise a delegated function or power in accordance with and due regard to:
 - (i) applicable legislative and other legal requirements; and
 - (ii) relevant policies and guidelines adopted by the Council.
 - c) in regard to the following delegations under the Local Government Act:

- (i) section 133: the power to obtain funds does not extend to imposing rates, borrowing money or obtaining other forms of financial accommodation or fixing or varying fees under sections 188(1)(d) to 188(1)(h) of the Local Government Act
 - (ii) section 137: the power to expend funds in the performance or discharge of the council's powers, functions or duties in accordance is limited to funds allocated as part of a budget adopted by the council and the financial sub-delegation limitations set by the Chief Executive Officer;
 - (iii) section 143(1): the power to write off debts is limited to debts not exceeding \$5,000;
 - (iv) section 188(3): the powers in regard to fees and charges are limited to fees and charges imposed under sections 188(1)(a), 188(1)(b) and 188(1)(c);
- d) Each delegation of a power or function is granted independent of, and severable from, every other delegation granted under this or any other resolution or instrument.
- e) A delegation of a power or function determined to be invalid or unlawful will be deemed to be severed from the delegations granted under this or any other resolution or instrument and remaining delegations will continue to operate according to their terms.
8. These delegations will come into operation on Wednesday 21 May 2025 and remain in force until varied or revoked by resolution of the Council.
9. Previous delegations granted by the Council of the powers and functions delegated under these resolutions are revoked with effect from Wednesday 21 May 2025.

PURPOSE

To periodically update delegations based on changes to LGA template instruments for the abovementioned legislation as provided via tables in the Attachment in accordance with sections 44 and 101 of the Local Government Act 1999 and other relevant legislation.

BACKGROUND / OPTIONS

Delegations are the way in which Council enables other people/bodies (usually Council Officers) to undertake the many functions required for the day to day administrative activities of Council.

Section 44 of the Local Government Act 1999 (the Act) provides that the Council may delegate a power or function vested or conferred under this or another Act to a Council committee, a subsidiary, an employee, an employee occupying a particular office or position, or an authorised person. Other Acts also contain specific powers of delegation.

Council may review its delegations at any time and must review all delegations within 12 months of each periodic election. Council last conducted a comprehensive review of delegations in June 2023, based upon the Local Government Association of SA (LGA) delegations framework.

This report presents updates based upon changes made to the LGA template delegations since previous delegation reports presented in:

- June 2023,
- January 2024,
- May 2024,



- August 2024,
- October 2024, and
- February 2025

The LGA template delegations are updated periodically in accordance with reform to relevant legislation, with the support of their partners Norman Waterhouse Lawyers. Instruments with new or changed provisions are presented to Council for delegation, however instruments with deleted provisions only are merely included for information and require no further decision of Council.

The updates are summarised in the following table:

<u>Legislative Instrument</u>	<u>Amendments</u>
Instrument A – Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council; a Designated Authority; a Designated Entity	4 new provisions 6 changed provisions 1 deleted provision
Local Government (General) Regulations 2013	1 deleted provision

IMPLICATIONS TO CONSIDER

Legal	As the authority under which the Chief Executive Officer (and in turn other Council Officers) are empowered to make decisions on behalf of Council, it is imperative that valid delegations are made in accordance with relevant legislation. Council uses the template delegations and processes as provided and updated by the Local Government Association, as amended to suit the specific circumstances applicable to the City of Mount Gambier, to ensure appropriate delegations are in place to support the activities of Council in a compliant manner.
Financial and Budget	An absence of appropriate delegations (and sub-delegations) would not enable the Council, Chief Executive Officer and other Council officers to direct decision making to an appropriate (sub)delegate to enable efficient and effective administration of the many, varied and routine functions of Council.
Community Consultation and Engagement	There is no legislative requirement to actively engage the community on the making of delegations. A person is however entitled to inspect the record of delegations and in support of this a full extract of the delegation register is published on the Council website here.
Other Resources	The making of delegations (and sub-delegations) enables the Council to give effect to the strategic and policy objectives of Council through the many and diverse transactions and activities undertaken by the administration on a daily basis. An absence of appropriate delegations would necessitate presentation to a formal meeting of Council for decision, which would be a resource intensive, inefficient and untimely decision-making process for routine administrative matters.

RISK ANALYSIS



The risk identification and categorisation relies on the City of Mount Gambier [Risk Management Policy](#).

Risk	Consequence Rating	Risk Likelihood Rating	Risk Rating	Mitigation
Finance – Improperly controlled or ultra vires delegated powers results in financial expenditure outside of appropriate process, or legal action against Council.	Minor (2)	Unlikely (2)	Low	Residual risk falls within tolerance, no requirement for additional / further treatments.
Reputation – Failure to make appropriate delegations impacts service delivery or erodes trust in Council.	Moderate (3)	Unlikely (2)	Moderate	Residual risk falls within tolerance, no requirement for additional / further treatments
Legal / Regulatory / Policy – Ultra vires delegations of power results in legal action against Council.	Major (4)	Rare (1)	Moderate	This is where the risk would remain higher but for the use of the LGA template. Given that use, there is no requirement for additional / further treatments
Service Delivery - Failure to make appropriate delegations impacts service delivery by reducing operational efficiency.	Major (4)	Rare (1)	Moderate	Given that delegations are designed to ensure effective service delivery, the use of the template and the regularity of updates, means no additional mitigations are required.
People - Failure to make appropriate delegations exposes staff to legal consequences and erodes organisation trust in Executive Leadership / Elected Council.	Minor (2)	Unlikely (2)	Low	Residual risk falls within tolerance, no requirement for additional / further treatments.
Infrastructure – There are limited implications for	Insignificant (1)	Rare (1)	Low	N/A



infrastructure and therefore is N/A				
Environmental – There are limited implications for environmental impacts and therefore is N/A	Insignificant (1)	Rare (1)	Low	N/A

APPLICATION OF STRATEGIC PLAN

This report aligns to the following strategic objectives(s):

Priority 6: Excellence in Leadership and Governance

6.2 Ensure compliance with legislative obligations and apply best-practice governance to strengthen risk management, accountability and transparency, fostering trust within the community.

This report contributes to delivery of the following key strategic project(s):

N/A

RELEVANT COUNCIL POLICY

N/A

IMPLEMENTATION AND NEXT STEPS

If the Council resolves to grant the delegations, then the updated delegations will come into operation on the day following the Council meeting together with updated sub-delegations made by the Chief Executive Officer, and previous delegations for these legislative instruments are contemporaneously revoked.

The implementation of updated delegations (and sub-delegations) is proposed to follow the existing process as utilised for recent reviews and updates using a delegations software, RelianSys.

Once delegations are made by Council, the Chief Executive Officer will re-make sub-delegations to other officers with all (sub)delegations recorded in the delegation (software) register, electronic records management system, published on the Council website, and notified to sub-delegates.

CONCLUSION

This report recommends that Council endorse updated delegations to the Chief Executive Officer for the legislation listed in the report background as contained in the tables attached to this report.

The recommendations contain conditions associated with the grant of delegations and include the revocation of pre-existing delegations and sub-delegations associated with the relevant instruments.

ATTACHMENTS

1. Delegations Update - May 2025 [18.11.1 - 84 pages]





Instrument A - Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity

ID	Delegation Source	Provision	Item Delegated
622783	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s5(5)(b)	1. Planning Regions and Greater Adelaide 1.1 The power pursuant to Section 5(5)(b) of the Planning, Development and Infrastructure Act 2016 (the PDI Act) to make submissions to the Minister on a proposed proclamation under Section 5 of the PDI Act.
622784	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s6(3)(b)	2. Subregions 2.1 The power pursuant to Section 6(3)(b) of the PDI Act to make submissions to the Minister on the Minister's proposed course of action.
312115	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s7(5)(b)	3. Environment and Food Production Areas – Greater Adelaide 3.1 The power pursuant to Section 7(5)(b) of the the PDI Act, in relation to proposed development in an environment and food production area that involves a division of land that would create 1 or more additional allotments to concur in the granting of the development authorisation to the development.
312116	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s22(4)(a)(i)	4. Functions 4.1 The power pursuant to Section 22(4)(a)(i) of the PDI Act to, if an inquiry is conducted by the Commission under Section 22(1)(e) of the PDI Act make submissions or representations.
312117	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s35(1)(a)	5. Planning Agreements 5.1 The power pursuant to Section 35(1)(a) of the PDI Act and subject to Section 35 of the PDI Act to enter into an agreement (a planning agreement) with the Minister



Instrument A - Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity

ID	Delegation Source	Provision	Item Delegated
			relating to a specified area of the State subject to Section 35 of the PDI Act.
312118	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s35(3)	5. Planning Agreements 5.2 The power pursuant to Section 35(3) of the PDI Act to, in a planning agreement, include provisions that outline the purposes of the agreement and the outcomes that the agreement is intended to achieve and to provide for: 5.2.1 the setting of objectives, priorities and targets for the area covered by the agreement; and
312119	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s35(3)	5. Planning Agreements 5.2 The power pursuant to Section 35(3) of the PDI Act to, in a planning agreement, include provisions that outline the purposes of the agreement and the outcomes that the agreement is intended to achieve and to provide for: 5.2.2 the constitution of a joint planning board including, in relation to such a board: 5.2.2.1 the membership of the board, being between 3 and 7 members (inclusive); and 5.2.2.2 subject to Section 35(4) of the PDI Act, the criteria for membership; and 5.2.2.3 the procedures to be followed with respect to the appointment of members; and 5.2.2.4 the terms of office of members; and 5.2.2.5 conditions of appointment of members, or the method by which those conditions will be determined, and the grounds on which, and the procedures by which, a member may be removed from office; and



Instrument A - Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity

ID	Delegation Source	Provision	Item Delegated
			5.2.2.6 the appointment of deputy members; and 5.2.2.7 the procedures of the board; and
312120	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s35(3)	5. Planning Agreements 5.2 The power pursuant to Section 35(3) of the PDI Act to, in a planning agreement, include provisions that outline the purposes of the agreement and the outcomes that the agreement is intended to achieve and to provide for: 5.2.3 the delegation of functions and powers to the joint planning board (including, if appropriate, functions or powers under another Act); and
312121	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s35(3)	5. Planning Agreements 5.2 The power pursuant to Section 35(3) of the PDI Act to, in a planning agreement, include provisions that outline the purposes of the agreement and the outcomes that the agreement is intended to achieve and to provide for: 5.2.4 the staffing and other support issues associated with the operations of the joint planning board; and
312122	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s35(3)	5. Planning Agreements 5.2 The power pursuant to Section 35(3) of the PDI Act to, in a planning agreement, include provisions that outline the purposes of the agreement and the outcomes that the agreement is intended to achieve and to provide for: 5.2.5 financial and resource issues associated with the operations of the joint planning board, including: 5.2.5.1 the formulation and implementation of budgets; and



Instrument A - Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity

ID	Delegation Source	Provision	Item Delegated
			5.2.5.2 the proportions in which the parties to the agreement will be responsible for costs and other liabilities associated with the activities of the board; and
312123	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s35(3)	5. Planning Agreements 5.2 The power pursuant to Section 35(3) of the PDI Act to, in a planning agreement, include provisions that outline the purposes of the agreement and the outcomes that the agreement is intended to achieve and to provide for: 5.2.6 such other matters as the delegate thinks fit.
312124	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s35(5)(a)	5. Planning Agreements 5.3 The power pursuant to Section 35(5)(a) of the PDI Act, at the expiry of a planning agreement, to replace it with a new agreement (in the same or different terms).
312125	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s35(5)(b)	5. Planning Agreements 5.4 The power pursuant to Section 35(5)(b) of the PDI Act, to vary or terminate a planning agreement by agreement between the parties to the agreement.
622785	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s41(2)(a)	6. Appointment of Administrator 6.1 The power pursuant to Section 41(2)(a) of the PDI Act to make submissions to the Minister on the Minister appointing an administrator under Section 41 of the PDI Act.
312127	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s44(6)(a)	7. Community Engagement Charter 7.1 The power pursuant to Section 44(6)(a) of the PDI Act, to make submissions in relation to any proposal to prepare or amend a designated instrument under Part 5



Instrument A - Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity

ID	Delegation Source	Provision	Item Delegated
			Division 2 Subdivision 5 of the PDI Act that is relevant to the Council (unless the proposal has been initiated by the Council).
312128	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s44(9)(b)	7. Community Engagement Charter 7.2 The power pursuant to Section 44(9)(b) of the PDI Act to the extent that Section 44(9)(a) of the PDI Act does not apply, have regard to, and seek to achieve, any principles or performance outcomes that apply in a relevant case.
312129	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s44(10)	7. Community Engagement Charter 7.3 The power pursuant to Section 44(10) of the PDI Act to: 7.3.1 seek the approval of the Commission to adopt an alternative way to achieving compliance with a requirement of the charter; and 7.3.2 with the approval of the Commission, adopt an alternative way to achieving compliance with a requirement of the charter.
312130	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s45(2)(c)	8. Preparation and Amendment of Charter 8.1 The power pursuant to Section 45(2)(c) of the PDI Act to make representations (including in writing or via the SA planning portal) on a proposal to prepare or amend the charter.
622786	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s73(2)(b)(iv)	9. Preparation and Amendment 9.1 The power pursuant to Section 73(2)(b)(iv) of the PDI Act to: 9.1.1 seek the approval of the Minister to initiate a



Instrument A - Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity

ID	Delegation Source	Provision	Item Delegated
			proposal to amend a designated instrument; and 9.1.2 initiate a proposal to amend a designated instrument with the approval of the Minister acting on the advice of the Commission.
312132	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s73(6)	9. Preparation and Amendment 9.2 The power pursuant to Section 73(6) of the PDI Act where the Council is authorised or approved under Section 73 of the PDI Act, after all of the requirements of Section 73 of the PDI Act have been satisfied: 9.2.1 to prepare a draft of the relevant proposal; and 9.2.2 to comply with the Community Engagement Charter for the purposes of consultation in relation to the proposal; and 9.2.3 to the extent that paragraph (b) of Section 73(6) of the PDI Act does not apply, in the case of a proposed amendment to a regional plan that has been prepared by a joint planning board where the amendment is not being proposed by the joint planning board – consult with the joint planning board; and 9.2.4 to the extent that paragraph (b) of Section 73(6) of the PDI Act does not apply, in the case of a proposed amendment to the Planning and Design Code that will have a specific impact on 1 or more particular pieces of land in a particular zone or subzone (rather than more generally) – to take reasonable steps to give: 9.2.4.1 an owner or occupier of the land; and 9.2.4.2 an owner or occupier of each piece of adjacent land, a notice in accordance with the regulations; and



Instrument A - Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity

ID	Delegation Source	Provision	Item Delegated
			9.2.5 to consult with any person or body specified by the Commission and any other person or body as the delegate thinks fit; and 9.2.6 to carry out such investigations and obtain such information specified by the Commission; and 9.2.7 to comply with any requirement prescribed by the regulations.
622787	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s73(7)	9. Preparation and Amendment 9.3 The power pursuant to Section 73(7) of the PDI Act, after complying with Section 73(6) of the PDI Act, to prepare a report in accordance with any practice direction that applies for the purposes of Section 73 of the PDI Act (including information about any change to the original proposal that the delegate considers should be made) and furnish a copy of the report to the Minister.
312134	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s73(8)	9. Preparation and Amendment 9.4 The power pursuant to Section 73(8) of the PDI Act, after the Council has furnished a report to the Minister under Section 73(7) of the PDI Act, to ensure that a copy of the report is published on the SA planning portal in accordance with a practice direction that applies for the purposes of Section 73 of the PDI Act.
312135	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s73(9)	9. Preparation and Amendment 9.5 The power pursuant to Section 73(9) of the PDI Act to enter into an agreement with a person for the recovery of costs incurred by the Council in relation to an amendment of the Planning and Design Code or a design



Instrument A - Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity

ID	Delegation Source	Provision	Item Delegated
			standard under Section 73 of the PDI Act (subject to the requirement to charge costs under Section 73(4)(b) of the PDI Act (if relevant)).
312136	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s74(8)(c)	10. Parliamentary Scrutiny 10.1 The power pursuant to Section 74(8)(c) of the PDI Act if the ERD Committee is proposing to suggest an amendment under Section 74(4) of the PDI Act and the amendment is specifically relevant to the Council, to provide a comment and response within the period of 2 weeks.
622788	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s75(1)	11. Complying Changes – Planning and Design Code 11.1 The power pursuant to Section 75(1) of the PDI Act to submit to the Minister a proposal to agree to an amendment to the Planning and Design Code under Section 75 of the PDI Act if: 11.1.1 the amendment comprises a change to: 11.1.1.1 the boundary of a zone or subzone; or 11.1.1.2 the application of an overlay; and 11.1.2 the amendment is consistent with a recommendation in the relevant regional plan that, through the use of: 11.1.2.1 specific maps or other spatial information; and 11.1.2.2 specific information about the changes that are being proposed, clearly and specifically identifies (in the opinion of the Minister) the changes that are considered to be appropriate.



Instrument A - Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity

ID	Delegation Source	Provision	Item Delegated
385340	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s75(3)	11. Complying Changes – Planning and Design Code 11.2 The power pursuant to Section 75(3) of the PDI Act to effect an amendment under Section 75 of the PDI Act by an instrument deposited on the SA Planning database (in accordance with requirements established by the Chief Executive).
312137	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s82(d)	12. Entities Constituting Relevant Authorities 12.1 The power pursuant to Section 82(d) of the PDI Act, subject to the PDI Act, to appoint an assessment panel.
312138	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s83(1)	13. Panels Established by Joint Planning Boards or Councils 13.1 The power pursuant to Section 83(1) of the PDI Act in relation to an assessment panel appointed by the Council under Division 1 of Part 6 of the PDI Act, to: 13.1.1 appoint more than 1 assessment panel and if the delegate does so, to clearly specify which class of development each assessment panel is to assess; 13.1.2 determine: 13.1.2.1 the membership of the assessment panel, being no more than 5 members, only 1 of which may be a member of a council, and, if the delegate thinks fit, on the basis that the assessment panel will be constituted by a



Instrument A - Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity

ID	Delegation Source	Provision	Item Delegated
			different number of members depending on the particular class of development that is being assessed by the assessment panel; and 13.1.2.2 the procedures to be followed with respect to the appointment of members; and 13.1.2.3 the terms of office of members; and 13.1.2.4 conditions of appointment of members, or the method by which those conditions will be determined, (including as to their remuneration) and the grounds on which, and the procedures by which, a member may be removed from office; and 13.1.2.5 the appointment of deputy members; and 13.1.2.6 who will act as the presiding member of the panel and the process for appointing an acting presiding member.
312139	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s83(1)(h)	13. Panels Established by Joint Planning Boards or Councils 13.2 The power pursuant to Section 83(1)(h) of the PDI Act to arrange the staffing and support required for the purposes of the operations of the panel.
312140	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s83(1)(i)	13. Panels Established by Joint Planning Boards or Councils 13.3 The power pursuant to Section 83(1)(i) of the PDI Act to substitute the existing members of the panel with new members if directed to do so by the Minister acting on recommendation of the Commission under Section 86 of the PDI Act.



Instrument A - Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity

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312141	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s83(2)	13. Panels Established by Joint Planning Boards or Councils 13.4 The power pursuant to Section 83(2) of the PDI Act to form the opinion and be satisfied that a person to be appointed as a member of an assessment panel who is a member, or former member, of a council is appropriately qualified to act as a member of the assessment panel on account of the person's experience in local government.
622789	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s84(1)(c)(ii)(A)	14. Panels Established by Minister 14.1 The power pursuant to Section 84(1)(c)(ii)(A) of the PDI Act to request the Minister to constitute a regional assessment panel in relation to the combined areas of the Council and one or more other Councils.
622790	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s84(1)(c)(ii)(B)	14. Panels Established by Minister 14.2 The power pursuant to Section 84(1)(c)(ii)(B) of the PDI Act to make submissions to the Minister about the constitution of a regional assessment panel in relation to the area of the Council and one or more other Councils (or parts of such areas).
312144	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s86(2)(a)	15. Substitution of Local Panels 15.1 The power pursuant to Section 86(2)(a) of the PDI Act to make submissions to the Commission in relation to an inquiry.
312145	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s89(b)	16. Notification of Acting 16.1 The power pursuant to Section 89(b) of the PDI Act to require an accredited professional to provide such information or documentation as the delegate may require.



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622791	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s94(1)(g)	17. Relevant Authority - Commission 17.1 The power pursuant to Section 94(1)(g) of the PDI Act to make a request to the Minister that the Minister declare, by notice served on the proponent, that the Minister desires the Commission to act as the relevant authority in relation to the proposed development.
312147	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s102(1)(c)(iv)	18. Matters Against which Development Must be Assessed 18.1 The power pursuant to Section 102(1)(c)(iv) of the PDI Act in relation to a proposed division of land (otherwise than under the Community Titles Act 1996 or the Strata Titles Act 1988) where land is to be vested in the Council, to consent to the vesting.
312148	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s102(1)(d)(iv)	18. Matters Against which Development Must be Assessed 18.2 The power pursuant to Section 102(1)(d)(iv) of the PDI Act in relation to a proposed division of land under the Community Titles Act 1996 or the Strata Titles Act 1988 where land is to be vested in the Council, to consent to the vesting.
312149	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s102(11)(b)	18. Matters Against which Development Must be Assessed 18.3 The power pursuant to Section 102(11)(b) of the PDI Act to impose a reasonable charge on account of an encroachment over land under the care, control and management of the Council when the relevant development is undertaken.



Instrument A - Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity

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312150	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s110(2)(b)	19. Restricted Development 19.1 The power pursuant to Section 110(2)(b) of the PDI Act to, in accordance with the regulations and within a period prescribed by the regulations, make representations to the Commission in relation to the granting or refusal of planning consent.
312151	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s110(c)(ii)	19. Restricted Development 19.2 The power pursuant to Section 110(c)(ii) of the PDI Act to appear personally or by representative before the Commission to be heard in support of the Council's representation.
312152	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s110(7)	19. Restricted Development 19.3 The power pursuant to Section 110(7) of the PDI Act to appeal against a decision on a development classified as restricted development.
312153	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s112(b)	20. Level of Detail 20.1 The power pursuant to Section 112(b) of the PDI Act to express views in relation to the level of detail required in relation to an EIS.
622792	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s113(5)(a)(iii)	21. EIS Process 21.1 The power pursuant to Section 113(5)(a)(iii) of the PDI Act to comment and report within the time prescribed by the regulations on an EIS referred to the Council by the Minister.
622793	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and	s114(2)(b)	22. Amendment of EIS 22.1 The power pursuant to Section 114(2)(b) of the PDI



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	Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)		Act to make written submissions on the amendment to the Minister.
312156	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s130(6)	23. Essential Infrastructure – Alternative Assessment Process 23.1 The power pursuant to Section 130(6) of the PDI Act to report to the Commission on any matters contained in a notice under Section 130(5) of the PDI Act.
312157	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s130(14)	23. Essential Infrastructure – Alternative Assessment Process 23.2 The power pursuant to Section 130(14) of the PDI Act to, if the Council has, in relation to any matters referred to the Council under Section 130(5) of the PDI Act, expressed opposition to the proposed development in its report under Section 130(6) of the PDI Act, withdraw the Council's opposition.
312158	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s131(7)	24. Development Assessment – Crown Development 24.1 The power pursuant to Section 131(7) of the PDI Act to report to the Commission on any matters contained in a notice under Section 131(6) of the PDI Act.
312159	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s131(15)	24. Development Assessment – Crown Development 24.2 The power pursuant to Section 131(15) of the PDI Act to, if the Council has, in relation to any matters referred to the Council under Section 131(6) of the PDI Act expressed opposition to the proposed development in its report under Section 131(7) of the PDI Act, withdraw the Council's opposition.



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312160	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s138(1)	25. Land Division Certificate 25.1 The power pursuant to Section 138(1) of the PDI Act to enter into a binding agreement supported by adequate security and if the regulations so require in a form prescribed by the regulations.
312161	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s138(2)	25. Land Division Certificate 25.2 The power pursuant to Section 138(2) of the PDI Act to furnish the Commission with appropriate information as to compliance with a particular condition and to comply with any requirement prescribed by the regulations.
312162	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s141(1)	26. Action if Development Not Completed 26.1 The power pursuant to Section 141(1) of the PDI Act, if: 26.1.1 an approval is granted under the PDI Act; but 26.1.2 - 26.1.2.1 the development to which the approval relates has been commenced but not substantially completed within the period prescribed by the regulations for the lapse of the approval; or 26.1.2.2 in the case of a development that is envisaged to be undertaken in stages - the development is not undertaken or substantially completed in the manner or within the period contemplated by the approval, to apply to the Court for an order under Section 141 of the PDI Act.
312163	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and	s141(5)	26. Action if Development Not Completed 26.1.3 The power pursuant to Section 141(5) of the PDI



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	Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)		Act, if the Court makes an order under Section 141(3)(a), (b) or (d) of the PDI Act and a person fails to comply with the order within the period specified by the Court, to cause any work contemplated by the order to be carried out, and to recover the costs of that work, as a debt from the person.
312164	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s141(6)	26. Action if Development Not Completed 26.1.4 The power pursuant to Section 141(6) of the PDI Act, if an amount is recoverable from a person by the Council under Section 141(5) of the PDI Act: 26.1.4.1 to, by notice in writing to the person, fix a period, being not less than 28 days from the date of the notice, within which the amount must be paid by the person.
312165	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s142(1)	27. Completion of Work 27.1 The power pursuant to Section 142(1) of the PDI Act, if: 27.1.1 an approval is granted under the PDI Act; but 27.1.2 the development to which the approval relates has been substantially but not fully completed within the period prescribed by the regulations for the lapse of the approval, to, by notice in writing, require the owner of the relevant land to complete the development within a period specified in the notice.
312166	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated	s142(2)	27. Completion of Work 27.2 The power pursuant to Section 142(2) of the PDI Act, if an owner fails to carry out work as required by a



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	Authority; a Designated Entity (Instrument A)		notice under Section 142(1) of the PDI Act, to cause the necessary work to be carried out.
312167	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s142(3)	27. Completion of Work 27.3 The power pursuant to Section 142(3) of the PDI Act to recover as a debt due from the owner, the reasonable costs and expenses incurred by the Council (or any person acting on behalf of the Council) under Section 142 of the PDI Act.
312168	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s142(4)	27. Completion of Work 27.4 The power pursuant to Section 142(4) of the PDI Act, if an amount is recoverable from a person by the Council under Section 142 of the PDI Act: 27.4.1 to, by notice in writing to the person, fix a period, being not less than 28 days from the date of the notice, within which the amount must be paid by the person.
312169	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s146(3)	28. Notification During Building 28.1 The power pursuant to Section 146(3) of the PDI Act to, subject to Section 146(4) of the PDI Act, direct a person who is carrying out building work to stop building work when a mandatory notification stage has been reached pending an inspection by an authorised officer who holds prescribed qualifications.
312170	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s151(2)	29. Classification of Buildings 29.1 The power pursuant to Section 151(2) of the PDI Act to assign to a building erected in the Council's area a classification that conforms with the regulations.



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312171	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s151(3)	29. Classification of Buildings 29.2 The power pursuant to Section 151(3) of the PDI Act, if the Council assigns a classification under Section 151 of the PDI Act, to give notice in writing to the owner of the building to which the classification has been assigned, of the classification assigned to the building.
312172	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s152(2)	30. Certificates of Occupancy 30.1 The power pursuant to Section 152(2) of the PDI Act to issue a certificate of occupancy.
312173	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s152(3)(a)	30. Certificates of Occupancy 30.2 The power pursuant to Section 152(3)(a) of the PDI Act to require an application for a certificate of occupancy to include any information required by the delegate.
312175	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s152(5)	30. Certificates of Occupancy 30.3 The power pursuant to Section 152(5) of the PDI Act to consider any report supplied under Section 152(4) of the PDI Act before deciding the application.
312176	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s152(6)	30. Certificates of Occupancy 30.4 The power pursuant to Section 152(6) of the PDI Act to issue the certificate if the delegate is satisfied (in accordance with procedures set out in the regulations and on the basis of information provided or obtained under Section 152 of the PDI Act) that the relevant building is suitable for occupation and complies with such requirements as may be prescribed by the regulations for the purposes of Section 152(6) of the PDI Act.



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312177	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s152(10)	30. Certificates of Occupancy 30.5 The power pursuant to Section 152(10) of the PDI Act, if the Council refuses an application to notify the applicant in writing of: 30.5.1 the refusal; and 30.5.2 the reasons for the refusal; and 30.5.3 the applicant's right of appeal under the PDI Act.
312178	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s152(12)	30. Certificates of Occupancy 30.6 The power pursuant to Section 152(12) of the PDI Act to issue a certificate of occupancy that applies to the whole or part of a building.
312179	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s152(13)	30. Certificates of Occupancy 30.7 The power pursuant to Section 152(13) of the PDI Act to, in accordance with the regulations, revoke a certificate of occupancy in prescribed circumstances.
312180	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s153(1)	31. Temporary Occupation 31.1 The power pursuant to Section 153(1) of the PDI Act to grant an approval to a person to occupy a building on a temporary basis without a certificate of occupancy.
312181	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s153(2)	31. Temporary Occupation 31.2 The power pursuant to Section 153(2) of the PDI Act to grant an approval under Section 153(1) of the PDI Act on such conditions (if any) as the delegate thinks fit to impose.
312182	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and	s153(3)	31. Temporary Occupation 31.3 The power pursuant to Section 153(3) of the PDI



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	Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)		Act if the Council refuses an application to notify the applicant in writing of: 31.3.1 the refusal; and 31.3.2 the reasons for the refusal; and 31.3.3 the applicant's right of appeal under the PDI Act.
312183	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s155(5)	32. Emergency Orders 32.1 The power pursuant to Section 155(5) of the PDI Act, if an owner fails to carry out work as required by an emergency order, to cause the necessary work to be carried out.
312184	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s155(6)	32. Emergency Orders 32.2 The power pursuant to Section 155(6) of the PDI Act to recover as a debt due from the owner the reasonable costs and expenses incurred by the Council (or any person acting on behalf of the Council) under Section 155 of the PDI Act.
312185	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s155(7)	32. Emergency Orders 32.3 The power pursuant to Section 155(7) of the PDI Act, if an amount is recoverable from a person by the Council under Section 155 of the PDI Act to, by notice in writing to the person, fix a period, being not less than 28 days from the date of the notice, within which the amount must be paid by the person.
312186	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s157(16)	33. Fire Safety 33.1 The power pursuant to Section 157(16) of the PDI Act to establish a body and designate it as an appropriate authority under Section 157 of the PDI Act.



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312187	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s157(17)	33. Fire Safety 33.2 The power pursuant to Section 157(17) of the PDI Act to: 33.2.1 appoint to the appropriate authority: 33.2.1.1 a person who holds prescribed qualifications in building surveying; and 33.2.1.2 an authorised officer under Part 3 Division 5 or Section 86 of the Fire and Emergency Services Act 2005 who has been approved by the Chief Officer of the relevant fire authority to participate as a member of the appropriate authority; and 33.2.1.3 a person with expertise in the area of fire safety; and 33.2.1.4 if so determined by the delegate, a person selected by the delegate;
312188	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s157(17)	33. Fire Safety 33.2 The power pursuant to Section 157(17) of the PDI Act to: 33.2.2 specify a term of office of a member of the appropriate authority (other than a member under Section 157(17)(a)(ii) of the PDI Act;
312189	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s157(17)	33. Fire Safety 33.2 The power pursuant to Section 157(17) of the PDI Act to: 33.2.3 remove a member of the appropriate authority from office for any reasonable cause;
312190	Instrument of Delegation under the Planning, Development and	s157(17)	33. Fire Safety



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	Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)		33.2 The power pursuant to Section 157(17) of the PDI Act to: 33.2.4 appoint deputy members;
312191	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s157(17)	33. Fire Safety 33.2 The power pursuant to Section 157(17) of the PDI Act to: 33.2.5 determine the appropriate authority's procedures (including as to quorum).
622794	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s163(3)(b)	34. Initiation of Scheme 34.1 The power pursuant to Section 163(3)(b) of the PDI Act to request the Minister initiate a proposal to proceed under Section 163 of the PDI Act.
622795	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s163(10)	34. Initiation of Scheme 34.2 The power pursuant to Section 163(10) of the PDI Act to make submissions to the Minister in relation to the draft outline.
622796	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s164(3)	35. Initiation of Scheme 35.1 The power pursuant to Section 164(3) of the PDI Act to request the Minister initiate a proposal to proceed under Section 164 of the PDI Act.
622797	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s164(12)	35. Initiation of Scheme 35.2 The power pursuant to Section 164(12) of the PDI Act to make submissions to the Minister in relation to the draft outline.
312196	Instrument of Delegation under the Planning, Development and	s166(1)(c)	36. Consideration of Proposed Scheme



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	Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)		36.1 The power pursuant to Section 166(1)(c) of the PDI Act to consult with a scheme coordinator in relation to a scheme in accordance with the Community Engagement Charter.
622798	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s167(7)	37. Adoption of Scheme 37.1 The power pursuant to Section 167(7) of the PDI Act to make submissions to the Minister in relation to a variation to an outline of a scheme.
312198	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s169(2)(b)	38. Funding Arrangements 38.1 The power pursuant to Section 169(2)(b) of the PDI Act in relation to a scheme that provides for the collection of contributions under Subdivision 8 of the PDI Act to apply for any matter to be considered or determined by ESCOSA or some other prescribed person or body as part of a periodic review of the levels and amounts of those contributions.
312199	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s169(9)	38. Funding Arrangements 38.2 The power pursuant to Section 169(9) of the PDI Act to make submissions to the Commission in relation to a funding arrangement that is specifically relevant to the Council.
622799	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s177(4)	39. Contributions by Constituent Councils 39.1 The power pursuant to Section 177(4) of the PDI Act to make submissions to the Minister in relation to the Council's share.
622800	Instrument of Delegation under the Planning, Development and	s177(5)	39. Contributions by Constituent Councils



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	Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)		39.2 The power pursuant to Section 177(5) of the PDI Act to, at the request of the Minister, supply the Minister with information in the possession of the Council to enable the Minister to determine shares under Sections 177(2) and (3) of the PDI Act.
312202	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s180(7)	40. Imposition of Charge by Councils 40.1 The power pursuant to Section 180(7) of the PDI Act, if the Council incurs costs in recovering a charge as a debt, to claim the reimbursement of those costs (insofar as they are reasonable) from the relevant fund established under subdivision 9, Division 1, Part 13 of the PDI Act.
312203	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s187(1)	41. Authorised Works 41.1 The power pursuant to Section 187(1) of the PDI Act, subject to Section 187(3) of the PDI Act, to carry out any infrastructure works if the Council is authorised to so do by or under the PDI Act or any other Act.
312204	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s187(5)	41. Authorised Works 41.2 The power pursuant to Section 187(5) of the PDI Act, subject to Section 187(6) of the PDI Act, to in relation to a proposal that involves disturbing the surface of a road, or that otherwise relates to a road to: 41.2.1 inform the relevant road maintenance authority of the proposal at least 28 days before the proposed commencement of any work; and 41.2.2 give the relevant road maintenance authority a reasonable opportunity to consult with the Council in relation to the matter; and



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			41.2.3 ensure that proper consideration is given to the views of the road maintenance authority.
312205	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s187(5)(b)	41. Authorised Works 41.3 The power pursuant to Section 187(5)(b) of the PDI Act to make submissions to the designated entity in relation to the matter.
312206	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s187(6)	41. Authorised Works 41.4 The power pursuant to Section 187(6) of the PDI Act, in a case of emergency, to only comply with Section 187(5) of the PDI Act to such extent as is practicable in the circumstances.
312207	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s188(1)	42. Entry onto Land 42.1 The power pursuant to Section 188(1) of the PDI Act to authorise a person for the purpose of undertaking any work or activity in connection with the exercise of a power under Division 2 of Part 13 of the PDI Act to: 42.1.1 enter and pass over any land; and 42.1.2 bring onto any land any vehicles, plant or equipment; and 42.1.3 temporarily occupy land; and 42.1.4 do anything else reasonably required in connection with the exercise of the power.
312208	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s188(4)	42. Entry onto Land 42.2 The power pursuant to Section 188(4) of the PDI Act to pay reasonable compensation on account of any loss or damage caused by the exercise of a power under



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			Section 188(1) of the PDI Act.
622801	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s189(1)	43. Acquisition of Land 43.1 The power pursuant to Section 189(1) of the PDI Act, to: 43.1.1 seek the consent of the Minister to acquire land for a purpose associated with infrastructure works under and in accordance with the Land Acquisition Act 1969; and 43.1.2 with the consent of the Minister, acquire land for a purpose associated with infrastructure works under and in accordance with the Land Acquisition Act 1969.
312210	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s192(1)	44. Land Management Agreements 44.1 The power pursuant to Section 192(1) of the PDI Act to enter into an agreement relating to the development, management, preservation or conservation of land with the owner of the land or a designated entity.
312211	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s192(2)	44. Land Management Agreements 44.2 The power pursuant to Section 192(2) of the PDI Act to enter into an agreement relating to the management, preservation or conservation of the land with a greenway authority.
312212	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s192(4)	44. Land Management Agreements 44.3 The power pursuant to Section 192(4) of the PDI Act in considering whether to enter into an agreement under Section 192 of the PDI Act which relates to the development of land and, if such an agreement is to be entered into, in considering the terms of the agreement, to have regard to:



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			44.3.1 the provisions of the Planning and Design Code and to any relevant development authorisation under the PDI Act; and 44.3.2 the principle that the entering into of an agreement under Section 192 of the PDI Act by the Council should not be used as a substitute to proceeding with an amendment to the Planning and Design Code under the PDI Act.
312213	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s192(5)	44. Land Management Agreements 44.4 The power pursuant to Section 192(5) of the PDI Act to register agreements entered into under Section 192 of the PDI Act in accordance with the regulations.
312214	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s192(8)	44. Land Management Agreements 44.5 The power pursuant to Section 192(8) of the PDI Act to carry out on private land any work for which provision is made by agreement under Section 192 of the PDI Act.
312215	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s192(9)	44. Land Management Agreements 44.6 The power pursuant to Section 192(9) of the PDI Act to include in an agreement under Section 192 of the PDI Act an indemnity from a specified form of liability or right of action, a waiver or exclusion of a specified form of liability or right of action, an acknowledgment of liability, or a disclaimer, on the part of a party to the agreement.
312216	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and	s192(10)	44. Land Management Agreements 44.7 The power pursuant to Section 192(10) of the PDI



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	Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)		Act to express a provision under Section 192(9) of the PDI Act as extending to, or being for the benefit of, a person or body who or which is not a party to the agreement.
312217	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s192(11)	44. Land Management Agreements 44.8 The power pursuant to Section 192(11) of the PDI Act to consent to the owner of land entering into an agreement under Section 192 of the PDI Act where the Council has a legal interest in the land.
312218	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s192(12)	44. Land Management Agreements 44.9 The power pursuant to Section 192(12) of the PDI Act to apply to the Registrar-General, to note the agreement against the relevant instrument of title or, in the case of land not under the provisions of the Real Property Act 1886, against the land.
312219	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s192(15)	44. Land Management Agreements 44.10 The power pursuant to Section 192(15) of the PDI Act to apply to the Registrar-General in relation to an agreement to which a note has been made under Section 192 of the PDI Act that has been rescinded or amended, to enter a note of the rescission or amendment against the instrument of title, or against the land.
312220	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s192(16)	44. Land Management Agreements 44.11 The power pursuant to Section 192(16) of the PDI Act to provide in an agreement under Section 192 of the PDI Act for remission of rates or taxes on the land.
622802	Instrument of Delegation under the Planning, Development and	s192(17)	44. Land Management Agreements



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	Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)		44.12 The power pursuant to Section 192(17) of the PDI Act to seek the Minister's consent to providing in an agreement under Section 192 of the PDI Act entered into by the Council for the remission of rates or taxes payable to the Crown.
312222	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s192(17)	44. Land Management Agreements 44.13 The power pursuant to Section 192(17) of the PDI Act to consent to an agreement entered into by the Minister under Section 192 of the PDI Act, providing for the remission of rates or taxes payable to the Council.
312223	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s192(18)	44. Land Management Agreements 44.14 The power pursuant to Section 192(18) of the PDI Act to take into account the existence of an agreement under Section 192 of the PDI Act when assessing an application for a development authorisation under the PDI Act.
312224	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s193(1)	45. Land Management Agreements – Development Applications 45.1 The power pursuant to Section 193(1) of the PDI Act to, subject to Section 193 of the PDI Act, enter into an agreement under Section 193 of the PDI Act with a person who is applying for a development authorisation under the PDI Act that will, in the event that the relevant development is approved, bind: 45.1.1 the person; and 45.1.2 any other person who has the benefit of the development authorisation; and



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			45.1.3 the owner of the relevant land (if he or she is not within the ambit of Sections 193(a) or (b) of the PDI Act and if the other requirements of Section 193 of the PDI Act are satisfied).
312225	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s193(2)	45. Land Management Agreements – Development Applications 45.2 The power pursuant to Section 193(2) of the PDI Act to enter into an agreement under Section 193 of the PDI Act in relation to any matter that the delegate agrees is relevant to the proposed development (including a matter that is not necessarily relevant to the assessment of the development under the PDI Act).
312226	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s193(3)	45. Land Management Agreements – Development Applications 45.3 The power pursuant to Section 193(3) of the PDI Act to have regard to: 45.3.1 the provisions of the Planning and Design Code; and 45.3.2 the principle that the entering into of an agreement under Section 193 of the PDI Act by the Council should not be used as a substitute to proceeding with an amendment to the Planning and Design Code under the PDI Act.
312227	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated	s193(5)	45. Land Management Agreements – Development Applications 45.4 The power pursuant to Section 193(5) of the PDI



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	Authority; a Designated Entity (Instrument A)		Act to register agreements entered into under Section 193 of the PDI Act in accordance with the regulations.
312228	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s193(10)	45. Land Management Agreements – Development Applications 45.5 The power pursuant to Section 193(10) of the PDI Act to consent to an application to note the agreement against the relevant instrument of title or the land.
312229	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s193(11)	45. Land Management Agreements – Development Applications 45.6 The power pursuant to Section 193(11) of the PDI Act to consent to an owner of land entering into an agreement or giving a consent under Section 192(10) of the PDI Act where the Council has a legal interest in the land.
312230	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s193(13)	45. Land Management Agreements – Development Applications 45.7 The power pursuant to Section 193(13) of the PDI Act to apply to the Registrar-General to note the agreement against the relevant instrument of title or, in the case of land not under the provisions of the Real Property Act 1886, against the land.
312231	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s193(15)	45. Land Management Agreements – Development Applications 45.8 The power pursuant to Section 193(15) of the PDI Act to apply to the Registrar-General in relation to an agreement under Section 193 that has been rescinded or amended, to enter a note of the rescission or amendment



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			against the instrument of title, or against the land.
312232	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s193(16)	45. Land Management Agreements – Development Applications 45.9 The power pursuant to Section 193(16) of the PDI Act, if an agreement under Section 193 of the PDI Act does not have effect under Section 193 of the PDI Act within the period prescribed by the regulations, to by notice given in accordance with the regulations, lapse the relevant development approval.
622803	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s197(1)(b)	46. Off-setting Contributions 46.1 The power pursuant to Section 197(1)(b) of the PDI Act to seek the approval of the Minister to act under Section 197 of the PDI Act.
312234	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s197(2)	46. Off-setting Contributions 46.2 The power pursuant to Section 197(2) of the PDI Act to establish a scheme under Section 197 of the PDI Act that is designed to support or facilitate: 46.2.1 development that may be in the public interest or otherwise considered by the delegate as being appropriate in particular circumstances (including by the provision of facilities at a different site); or 46.2.2 planning or development initiatives that will further the objects of the PDI Act or support the principles that relate to the planning system established by the PDI Act; or 46.2.3 any other initiative or policy: 46.2.3.1 designated by the Planning and Design



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			Code for the purposes of Section 197(2)(c)(i) of the PDI Act; 46.2.3.2 prescribed by the regulations for the purposes of Section 197(2)(c)(ii) of the PDI Act.
312235	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s197(3)	46. Off-setting Contributions 46.3 The power pursuant to Section 197(3) of the PDI Act to include in a scheme established under Section 197 of the PDI Act: 46.3.1 an ability or requirement for a person who is proposing to undertake development (or who has the benefit of an approval under the PDI Act): 46.3.1.1 to make a contribution to a fund established as part of the scheme; or 46.3.1.2 to undertake work or to achieve some other goal or outcome (on an 'in kind' basis); or 46.3.1.3 to proceed under a combination of Sections 197(3)(a)(i) and (ii) of the PDI Act, in order to provide for or address a particular matter identified by the scheme; and 46.3.2 an ability for a provision of the Planning and Design Code to apply with a specified variation under the terms of the scheme; and 46.3.3 an ability for any relevant authority to act under or in connection with Sections 197(3)(a) or (b) of the PDI Act.
312236	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated	s197(4)	46. Off-setting Contributions 46.4 The power pursuant to Section 197(4)(b) of the PDI Act to apply the fund towards the purposes of the scheme



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	Authority; a Designated Entity (Instrument A)		in accordance with any directions or approvals of the Treasurer made or given after consultation with the Minister.
312237	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s197(4)(c)	46. Off-setting Contributions 46.5 The power pursuant to Section 197(4)(c) of the PDI Act to invest money that is not immediately required for the purposes of the fund in accordance with provisions included in the scheme.
622804	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s197(7)	46. Off-setting Contributions 46.6.1 seek the approval of the Minister to vary or wind up a scheme under Section 197 of the PDI Act; and 46.6.2 to vary or wind up a scheme under Section 197 of the PDI Act with the approval of the Minister.
312239	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s198(1)	47. Open Space Contribution Scheme 47.1 The power pursuant to Section 198(1) of the PDI Act, where an application for a development authorisation provides for the division of land in the Council's area into more than 20 allotments, and 1 or more allotments is less than 1 hectare in area to require: 47.1.1 that up to 12.5% in area of the relevant area be vested in the Council to be held as open space; or 47.1.2 that the applicant make the contribution prescribed by the regulations in accordance with the requirements of Section 198 of the PDI Act; or 47.1.3 that land be vested in the Council under Section 198(1)(c) of the PDI Act and that the applicant make a contribution determined in accordance with Section 198(8)



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			of the PDI Act, according to the determination and specification of the delegate, and to have regard to any relevant provision of the Planning and Design Code that designates land as open space and to seek the concurrence of the Commission to taking any action that is at variance with the Planning and Design Code.
312240	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s198(3)	47. Open Space Contribution Scheme 47.2 The power pursuant to Section 198(3) of the PDI Act to enter into an agreement referred to in Section 198(2)(d) of the PDI Act.
312241	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s198(4)(a)	47. Open Space Contribution Scheme 47.3 The power pursuant to Section 198(4)(a) of the PDI Act to concur with an area being vested in the Council.
312242	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s198(11)	47. Open Space Contribution Scheme 47.4 The power pursuant to Section 198(11) of the PDI Act in relation to money received under Section 198 of the PDI Act to immediately pay it into a fund established for the purposes of Section 198 of the PDI Act and apply it for the purpose of acquiring or developing land as open space.
312243	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s198(12)	47. Open Space Contribution Scheme 47.5 The power pursuant to Section 198(12) of the PDI Act to form the opinion that the division of land is being undertaken in stages.



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622805	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s200(1)	48. Urban Trees Fund 48.1 The power pursuant to Section 200(1) of the PDI Act to, 48.1.1 seek the approval of the Minister to establish a fund (an urban trees fund) for an area designated by the delegate; and 48.1.2 to, with the approval of the Minister establish a fund (an urban trees fund) for an area designated by the delegate (a designated area).
312245	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s200(2)	48. Urban Trees Fund 48.2 The power pursuant to Section 200(2) of the PDI Act to effect the establishing of the fund by notice published in the Gazette.
312246	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s200(3)	48. Urban Trees Fund 48.3 The power pursuant to Section 200(3) of the PDI Act to define a designated area by reference to an area established by the Planning and Design Code.
312247	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s200(5)	48. Urban Trees Fund 48.4 The power pursuant to Section 200(5) of the PDI Act to invest any money in an urban trees fund that is not immediately required for the purpose of the fund and to pay any resultant income into the fund.
312248	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s200(6)	48. Urban Trees Fund 48.5 The power pursuant to Section 200(6) of the PDI Act to apply money standing to the credit of an urban trees fund: 48.5.1 to maintain or plant trees in the designated area



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			which are or will (when fully grown) constitute significant trees under the PDI Act; or 48.5.2 to purchase land within the designated area in order to maintain or plant trees which are or will (when fully grown) constitute significant trees under the PDI Act.
312249	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s200(7)	48. Urban Trees Fund 48.6 The power pursuant to Section 200(7) of the PDI Act if, the Council subsequently sells land purchased under Section 200(6)(b) of the PDI Act, to pay the proceeds of sale into an urban trees fund maintained by the Council under Section 200 of the PDI Act, subject to the qualifications in Sections 200(7)(a) and (b).
312250	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s210(1)	49. Appointment of Authorised Officers 49.1 The power pursuant to Section 210(1) of the PDI Act to: 49.1.1 appoint a person to be an authorised officer for the purposes of the PDI Act; and 49.1.2 appoint a person who holds the qualifications prescribed by the regulations to be an authorised officer for the purposes of the PDI Act if the Council is required to do so by the regulations.
312251	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s210(2)	49. Appointment of Authorised Officers 49.2 The power pursuant to Section 210(2) of the PDI Act to make an appointment of an authorised officer subject to conditions.
312252	Instrument of Delegation under the Planning, Development and	s210(3)	49. Appointment of Authorised Officers



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	Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)		49.3 The power pursuant to Section 210(3) of the PDI Act to issue each authorised officer an identity card: 49.3.1 containing a photograph of the authorised officer; and 49.3.2 stating any conditions of appointment limiting the authorised officer's appointment.
312253	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s210(5)	49. Appointment of Authorised Officers 49.4 The power pursuant to Section 210(5) of the PDI Act to, at any time, revoke an appointment which the Council has made, or vary or revoke a condition of such an appointment or impose a further such condition.
312254	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s213(1)	50. Enforcement Notices 50.1 The power pursuant to Section 213(1) of the PDI Act, if the delegate has reason to believe on reasonable grounds that a person has breached the PDI Act or the repealed Act, to do such of the following as the delegate considers necessary or appropriate in the circumstances: 50.1.1 direct a person to refrain, either for a specified period or until further notice, from the PDI Act, or course of action, that constitutes the breach; 50.1.2 direct a person to make good any breach in a manner, and within a period, specified by the delegate; 50.1.3 take such urgent action as is required because of any situation resulting from the breach
312255	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated	s213(2)	50. Enforcement Notices 50.2 The power pursuant to Section 213(2) of the PDI Act to give a direction under Section 213(1) of the PDI Act



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	Authority; a Designated Entity (Instrument A)		by notice in writing unless the delegate considers that the direction is urgently required.
312256	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s213(5)	50. Enforcement Notices 50.3 The power pursuant to Section 213(5) of the PDI Act, if a person fails to comply with a direction under Section 213(1)(b) of the PDI Act within the time specified in the notice, to cause the necessary action to be taken.
312257	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s213(6)	50. Enforcement Notices 50.4 The power pursuant to Section 213(6) of the PDI Act to recover the reasonable costs and expenses incurred by the Council (or any person acting on behalf of the Council) under Section 213 of the PDI Act, as a debt due from the person whose failure gave rise to the PDI Action
312258	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s213(7)	50. Enforcement Notices 50.5 The power pursuant to Section 213(7) of the PDI Act, if an amount is recoverable from a person by the Council under Section 213 of the PDI Act to, by notice in writing to the person, fix a period, being not less than 28 days from the date of the notice, within which the amount must be paid by the person.
312259	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s214(1)	51. Applications to Court 51.1 The power pursuant to Section 214(1) of the PDI Act to apply to the Court for an order to remedy or restrain a breach of the PDI Act or the repealed Act.
312260	Instrument of Delegation under the Planning, Development and	s214(2)	51. Applications to Court



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	Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)		51.2 The power pursuant to Section 214(2) of the PDI Act to consent to proceedings under Section 214 of the PDI Act being brought in a representative capacity on behalf of the Council.
312261	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s214(4)	51. Applications to Court 51.3 The power pursuant to Section 214(4) of the PDI Act to make an application without notice to any person and to make an application to the Court to serve a summons requiring the respondent to appear before the Court to show cause why an order should not be made under Section 214 of the PDI Act.
312262	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s214(6)	51. Applications to Court 51.4 The power pursuant to Section 214(6) of the PDI Act to make submissions to the Court on the subject matter of the proceedings.
312263	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s214(9)	51. Applications to Court 51.5 The power pursuant to Section 214(9) of the PDI Act to appear before a final order is made and be heard in proceedings based on the application.
312264	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s214(10)	51. Applications to Court 51.6 The power pursuant to Section 214(10) of the PDI Act to make an application to the Court to make an interim order under Section 214 of the PDI Act.
312265	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated	s214(11)	51. Applications to Court 51.7 The power pursuant to Section 214(11) of the PDI Act to make an application for an interim order without



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	Authority; a Designated Entity (Instrument A)		notice to any person.
312266	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s214(12)	51. Applications to Court 51.8 The power pursuant to Section 214(12) of the PDI Act, if the Court makes an order under Section 214(6)(d) of the PDI Act and the respondent fails to comply with the order within the period specified by the Court, to cause any work contemplated by the order to be carried out, and recover the costs of that work, as a debt, from the respondent
312267	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s214(13)	51. Applications to Court 51.9 The power pursuant to Section 214(13) of the PDI Act, if an amount is recoverable from a person by the Council under Section 214(12) of the PDI Act to, by notice in writing to the person, fix a period, being not less than 28 days from the date of the notice, within which the amount must be paid by the person.
312268	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s214(17)	51. Applications to Court 51.10 The power pursuant to Section 214(17) of the PDI Act to apply to the Court to vary or revoke an order previously made under Section 214 of the PDI Act.
312269	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s219(1)	52. Proceedings for Offences 52.1 The power pursuant to Section 219(1) of the PDI Act to commence proceedings for an offence against the PDI Act.
312270	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and	s223(2)	53. Adverse Publicity Orders 53.1 The power pursuant to Section 223(2) of the PDI



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	Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)		Act to make an application to the Court for an adverse publicity order.
312271	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s223(4)	53. Adverse Publicity Orders 53.2 The power pursuant to Section 223(4) of the PDI Act, if the offender fails to give evidence to the Council in accordance with Section 224(1)(b) of the PDI Act to: 53.2.1 take the PDI Action or actions specified in the order; and 53.2.2 authorise a person in writing to take the PDI Action or actions specified in the order.
312272	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s223(5)	53. Adverse Publicity Orders 53.3 The power pursuant to Section 223(5) of the PDI Act, if: 53.3.1 the offender gives evidence to the Council in accordance with Section 223(1)(b) of the PDI Act; and 53.3.2 despite the evidence, the delegate is not satisfied that the offender has taken the PDI Action or actions specified in the order in accordance with the order, to apply to the court for an order authorising the Council, or a person authorised in writing by the Council, to take the PDI Action or actions and to authorise a person in writing to take the PDI Action or actions.
312273	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s223(6)	53. Adverse Publicity Orders 53.4 The power pursuant to Section 223(6) of the PDI Act, if the Council, or a person authorised in writing by the Council, takes an action or actions in accordance with Section 223(4) of the PDI Act or an order under Section



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			223(5) of the PDI Act, to recover from the offender an amount in relation to the reasonable expenses of taking the PDI Action or actions, as a debt, due to the Council.
312274	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s225(1)	54. Civil Penalties 54.1 The power pursuant to Section 225(1) of the PDI Act, subject to Section 225 of the PDI Act, if the delegate is satisfied that a person has committed an offence by contravening a provision of the PDI Act, to, as an alternative to criminal proceedings, recover, by negotiation or by application to the Court, an amount as a civil penalty in respect of the contravention.
312275	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s225(2)	54. Civil Penalties 54.2 The power pursuant to Section 225(2) of the PDI Act, in respect of a contravention where the relevant offence does not require proof of intention or some other state of mind, to determine whether to initiate proceedings for an offence or take action under Section 225 of the PDI Act, having regard to the seriousness of the contravention, the previous record of the offender and any other relevant factors.
312276	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s225(3)	54. Civil Penalties 54.3 The power pursuant to Section 225(3) of the PDI Act to serve on the person a notice in the prescribed form advising the person that the person may, by written notice to the Council, elect to be prosecuted for the contravention.
312277	Instrument of Delegation under the Planning, Development and	s225(13)	54. Civil Penalties



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	Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)		54.4 The power pursuant to Section 225(13) of the PDI Act to seek the authorisation of the Attorney-General to the commencement of proceedings for an order under Section 225 of the PDI Act.
312278	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s225(17)	54. Civil Penalties 54.5 The power pursuant to Section 225(17) of the PDI Act to seek an authorisation from the Commission for the Council to act under Section 225 of the PDI Act.
312279	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s228(7)	55. Make Good Order 55.1 The power pursuant to Section 228(7) of the PDI Act to apply to the Court to vary or revoke an order under Section 228 of the PDI Act.
312280	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s229(5)	56. Recovery of Economic Benefit 56.1 The power pursuant to Section 229(5) of the PDI Act to apply an amount paid to the Council in accordance with an order under Section 229(1) of the PDI Act for the purpose of acquiring or developing land as open space and to hold it in a fund established for the purposes of Section 198 of the PDI Act.
312281	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s230(1)	57. Enforceable Voluntary Undertakings 57.1 The power pursuant to Section 230(1) of the PDI Act to accept (by written notice) a written undertaking given by a person in connection with a matter relating to a contravention or alleged contravention by the person of the PDI Act.
312282	Instrument of Delegation under the Planning, Development and	s230(4)	57. Enforceable Voluntary Undertakings



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	Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)		57.2 The power pursuant to Section 230(4) of the PDI Act if the delegate considers that a person has contravened an undertaking accepted by the Council, to apply to the Court for enforcement of the undertaking.
312283	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s230(7)	57. Enforceable Voluntary Undertakings 57.3 The power pursuant to Section 230(7) of the PDI Act to agree in writing with a person who has made an undertaking to: 57.3.1 vary the undertaking; or 57.3.2 withdraw the undertaking.
312284	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s230(11)	57. Enforceable Voluntary Undertakings 57.4 The power pursuant to Section 230(11) of the PDI Act to accept an undertaking in respect of a contravention or alleged contravention before proceedings in respect of that contravention have been finalised.
312285	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s230(12)	57. Enforceable Voluntary Undertakings 57.5 The power pursuant to Section 230(12) of the PDI Act if the delegate accepts an undertaking before the proceedings are finalised, to take all reasonable steps to have the proceedings discontinued as soon as possible.
312286	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s230(14)	57. Enforceable Voluntary Undertakings 57.6 The power pursuant to Section 230(14) of the PDI Act to seek an authorisation from the Commission for the Council to act under Section 230 of the PDI Act.
312287	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and	s231(1)	58. Advertisements 58.1 The power pursuant to Section 231(1) of the PDI



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	Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)		Act, if, in the opinion of the delegate, an advertisement or advertising hoarding: 58.1.1 disfigures the natural beauty of a locality or otherwise detracts from the amenity of a locality; or 58.1.2 is contrary to the character desired for a locality under the Planning and Design Code, to, by notice served in accordance with the regulations on the advertiser or the owner or occupier of the land on which the advertisement or advertising hoarding is situated, whether or not a development authorisation has been granted in respect of the advertisement or advertising hoarding, order that person to remove or obliterate the advertisement or to remove the advertising hoarding (or both) within a period specified in the notice (of at least 28 days from the date of service of the notice).
312288	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s231(3)	58. Advertisements 58.2 The power pursuant to Section 231(3) of the PDI Act if a person on whom a notice is served under Section 231(1) of the PDI Act fails to comply with a notice within the time allowed in the notice to enter on the land and take the necessary steps for carrying out the requirements of the notice and to recover the costs of so doing, as a debt, from the person on whom the notice was served.
312289	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s235(1)	59. Professional Advice to be Obtained in Relation to Certain Matters 59.1 The power pursuant to Section 235(1) of the PDI Act, to, in the exercise of a prescribed function, rely on a



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			certificate of a person with prescribed qualifications.
312290	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s235(2)	59. Professional Advice to be Obtained in Relation to Certain Matters 59.2 The power pursuant to Section 235(2) of the PDI Act to seek and consider the advice of a person with prescribed qualifications, or a person approved by the Minister for that purpose, in relation to a matter arising under the PDI Act that is declared by regulation to be a matter on which such advice should be sought.
312291	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s239(1)	60. Charges on Land 60.1 The power pursuant to Section 239(1) of the PDI Act if a charge on land is created under a provision of the PDI Act in favour of the Council, to deliver to the Registrar-General a notice in a form determined by the Registrar-General, setting out the amount of the charge and the land over which the charge is claimed.
312292	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s239(6)	60. Charges on Land 60.2 The power pursuant to Section 239(6) of the PDI Act if a charge in the Council's favour exists and the amount to which the charge relates is paid, to by notice to the appropriate authority in a form determined by the Registrar-General, apply for the discharge of the charge.
312293	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	s240(1)	61. Registering Authorities to Note Transfer 61.1 The power pursuant to Section 240(1) of the PDI Act to apply to the Registrar General or another authority required or authorised under a law of the State to register or record transactions affecting assets, rights or liabilities,



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			or documents relating to such transactions, to register or record in an appropriate manner the transfer to the Council of an asset, right or liability by regulation, proclamation or notice under the PDI Act.
312294	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	cl13(3)(b) sch2	62. Reporting 62.1 The power pursuant to Clause 13(3)(b) of Schedule 2 of the PDI Act to require a report under Clause 13(2) of Schedule 2 of the PDI Act to contain any other information or report required by the delegate.
622806	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	cl3(3)	63. Review of Performance 63.1 The power pursuant to Clause 3(3) of Schedule 4 of the PDI Act to explain the Council's actions, and to make submissions (including, if relevant, an indication of undertakings that the Council is willing to give in order to take remedial action), to the Minister.
622807	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	cl3(14)	63. Review of Performance 63.2 The power pursuant to Clause 3(14) of Schedule 4 of the PDI Act to make submissions to the Minister on the report on which the PDI Action to be taken by the Minister under Clause 3(13) of Schedule 4 of the PDI Act is based.
622808	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	cl3(15)	63. Review of Performance 63.3 The power pursuant to Clause 3(15) of Schedule 4 of the PDI Act, if the Minister makes a recommendation to the Council under Clause 3(13)(a) of Schedule 4 of the PDI Act and the Minister subsequently considers that the Council has not, within a reasonable period, taken appropriate action in view of the recommendation, to make



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			submissions to the Minister in relation to the directions of the Minister.
312298	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	cl3(16) sch4	63. Review of Performance 63.4 The power pursuant to Clause 3(16) of Schedule 4 of the PDI Act to comply with a direction under Clauses 3(13) or (15) of Schedule 4 of the PDI Act.
622809	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	cl9(6)(a)	64. Planning and Design Code 64.1 The power pursuant to Clause 9(6)(a) of Schedule 8 of the PDI Act to apply to the Minister for approval to commence the process under Section 25 of the repealed Act.
622810	Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)	cl30(3)	65. General Schemes 65.1 The power pursuant to Clause 30(3) of Schedule 8 of the PDI Act to request the Minister make a declaration under Clause 30(2) of Schedule 8 of the PDI Act in relation to a scheme.
385341	Planning, Development and Infrastructure (General) Regulations 2017	r11B(1)	67. Mutual Liability Scheme – Rights of Indemnity 67.1 The power pursuant to Regulation 11B(1) of the Planning, Development and Infrastructure (General) Regulations 2019 (the General Regulations) to: 67.1.1 in being responsible under Section 83(1)(h)(ii) of the PDI Act for the costs and other liabilities associated with the activities of an assessment panel appointed by the Council; and 67.1.2 in being responsible for the costs associated with the activities of a regional assessment panel in accordance with a scheme set out in a notice under



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			Section 84(1)(a) and (i) of the PDI Act, have arrangements in place to indemnify the members of any such panel in respect of a claim against a member of the panel arising out of the performance, exercise or discharge (or purported performance, exercise or discharge) in good faith of their functions, powers or duties under the PDI Act in their role as a member of the panel.
385342	Planning, Development and Infrastructure (General) Regulations 2017	r11B(5)	67. Mutual Liability Scheme – Rights of Indemnity 67.2 The power pursuant to Regulation 11B(5) of the General Regulations to: 67.2.1 in being responsible under Section 87(f) of the PDI Act for the costs and other liabilities associated with the activities of an assessment manager for an assessment panel appointed by the Council; and 67.2.2 in being responsible for the costs associated with the activities of a regional assessment panel in accordance with a scheme set out in a notice under Section 87(1)(a) and (i) of the PDI Act, have arrangements in place to indemnify an assessment manager for any such panel in respect of a claim against the assessment manager arising out of the performance, exercise or discharge (or purported performance, exercise or discharge) in good faith of their functions, powers or duties under the PDI Act in their role as an assessment manager.
385343	Planning, Development and Infrastructure (General) Regulations 2017	r47(4)(d)	68. Performance Assessed Development and Restricted Development 68.1 The power pursuant to Regulation 47(4)(d) of the



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			General Regulations to determine the fee payable by the applicant as being appropriate to cover the reasonable costs of placing the notice on the land.
312306	Planning, Development and Infrastructure (General) Regulations 2017	r78(1)	69. Underground Main Areas 69.1 The power pursuant to Regulation 78(1) of the General Regulations if the delegate considers an area should be declared an underground mains area to seek a report from the relevant electricity authority in relation to the matter.
312307	Planning, Development and Infrastructure (General) Regulations 2017	r78(2)	69. Underground Main Areas 69.2 The power pursuant to Regulation 78(2) of the General Regulations after having received and considered a report from the electricity authority to declare the area to be an underground mains area.
312308	Planning, Development and Infrastructure (General) Regulations 2017	r81(4)	70. Width of Roads and Thoroughfares 70.1 The power pursuant to Regulation 81(4) of the General Regulations to dispense with a width prescribed by Regulations 81(1) or (3) of the General Regulations (and specify a different width) if the delegate is of the opinion that the width so prescribed is not necessary for the safe and convenient movement of vehicles or pedestrians, or for underground services.
312309	Planning, Development and Infrastructure (General) Regulations 2017	r81(5)	70. Width of Roads and Thoroughfares 70.2 The power pursuant to Regulation 81(5) of the General Regulations to subject to Regulation 81(6) of the General Regulations specify the width of the road at the head of every cul-de-sac in such dimensions as may be



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			acceptable to the delegate.
312310	Planning, Development and Infrastructure (General) Regulations 2017	r81(6)	70. Width of Roads and Thoroughfares 70.3 The power pursuant to Regulation 81(6) of the General Regulations to dispense with a requirement under Regulation 81(5) of the General Regulations if it appears to the delegate that the cul-de-sac is likely to become a through road.
312311	Planning, Development and Infrastructure (General) Regulations 2017	r82(1)	71. Road Widening 71.1 The power pursuant to Regulation 82(1) of the PDI Act, subject to Regulation 82(2) of the General Regulations, if an existing road abuts land which is proposed to be divided, to form the view that the road should be widened in order to provide a road of adequate width having regard to existing and future requirements of the area.
312312	Planning, Development and Infrastructure (General) Regulations 2017	r83(1)	72. Requirement as to Forming of Roads 72.1 The power pursuant to Regulation 83(1) of the General Regulations, subject to Regulation 83(2) of the General Regulations, to specify the width and manner of the formation of the roadway of every proposed road on a plan of division.
312313	Planning, Development and Infrastructure (General) Regulations 2017	r83(2)	72. Requirement as to Forming of Roads 72.2 The power pursuant to Regulation 83(2) of the General Regulations to form the opinion that it is necessary to specify a width for a roadway to be formed under Regulation 83(1) in excess of 7.4m, in view of the volume or type of traffic that is likely to traverse that road.



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312314	Planning, Development and Infrastructure (General) Regulations 2017	r83(4)	72. Requirement as to Forming of Roads 72.3 The power pursuant to Regulation 83(4) of the General Regulations, to dispense with the requirements under Regulation 83(3) of the General Regulations, if the delegate is of the opinion that the cul-de-sac is likely to become a through road.
312315	Planning, Development and Infrastructure (General) Regulations 2017	r83(5)	72. Requirement as to Forming of Roads 72.4 The power pursuant to Regulation 83(5) of the General Regulations, subject to Regulation 83(6) of the General Regulations to require every footpath, water-table, kerbing, culvert and drain of every proposed road to be formed in a manner satisfactory to the delegate.
312316	Planning, Development and Infrastructure (General) Regulations 2017	r83(6)	72. Requirement as to Forming of Roads 72.5 The power pursuant to Regulation 83(6) of the General Regulations, to dispense with a requirement under Regulation 83(5) of the General Regulations.
312317	Planning, Development and Infrastructure (General) Regulations 2017	r84(1)	73. Construction of Roads, Bridges, Drains and Services 73.1 The power pursuant to Regulation 84(1) of the General Regulations to require the roadway of every proposed road within the relevant division to be constructed and paved and sealed with bitumen, tar or asphalt or other material approved by the delegate.
312318	Planning, Development and Infrastructure (General) Regulations 2017	r85(1)	74. Supplementary Provisions 74.1 The power pursuant to Regulation 85(1) of the General Regulations to approve the road location and grading plan for the manner of forming any proposed road,



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			footpath, water-table, kerbing, culvert or drain required under Division 6 of the General Regulations.
312319	Planning, Development and Infrastructure (General) Regulations 2017	r85(2)	74. Supplementary Provisions 74.2 The power pursuant to Regulation 85(2) of the General Regulations, subject to Regulation 85(4) of the General Regulations, to require all work referred to in Regulations 83 and 84 of the General Regulations to be carried out in a manner satisfactory to the delegate and in conformity with detailed construction plans and specifications signed by a professional engineer or, at the discretion of the delegate, a licensed surveyor, and approved by the delegate before the commencement of the work.
312320	Planning, Development and Infrastructure (General) Regulations 2017	r85(4)	74. Supplementary Provisions 74.3 The power pursuant to Regulation 85(4) of the General Regulations to form the opinion that all connections for water supply and sewerage services to any allotment delineated on the plan which, in the opinion of the Chief Executive of the South Australian Water Corporation and any other water industry entity identified under Regulation 79(1) of the General Regulations in relation to any such allotment are necessary and need to be laid under the surface of the proposed road, have been made.
312321	Planning, Development and Infrastructure (General) Regulations 2017	r89(1)	75. General Provisions 75.1 The power pursuant to Regulation 89(1) of the General Regulations to form the opinion that another form



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			of arrangement is satisfactory for the purposes of Section 138(1) of the PDI Act.
312322	Planning, Development and Infrastructure (General) Regulations 2017	r89(3)	75. General Provisions 75.2 The power pursuant to Regulation 89(3) of the General Regulations to provide a certificate which: 75.2.1 evidences the consent of the Council to an encroachment by a building over other land; and 75.2.2 sets out: 75.2.2.1 the date on which any relevant building was erected (if known); and 75.2.2.2 the postal address of the site.
312323	Planning, Development and Infrastructure (General) Regulations 2017	r89(6)(b)	75. General Provisions 75.3 The power pursuant to Regulation 89(6)(b) of the General Regulations to request a written copy of the certificate and plan (or certificates and plans) referred to in Regulation 89(3) of the General Regulations.
573564	Planning, Development and Infrastructure (General) Regulations 2017	r89(8)	75. General Provisions 75.4 The power pursuant to Regulation 89(8) of the General Regulations to make submissions to the Commission before the Commission grants an extension of the period prescribed by Regulation 89(7).
312324	Planning, Development and Infrastructure (General) Regulations 2017	r93(1)(b)	76. Notifications During Building Work 76.1 The power pursuant to Regulation 93(1)(b) of the General Regulations to specify by notice to the building owner and to the licensed building work contractor



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			responsible for carrying out the relevant building work (if any), when development approval is granted in respect of the work, any stage of the building work to which the periods and stages prescribed for the purposes of Section 146(1) of the PDI Act relate.
312325	Planning, Development and Infrastructure (General) Regulations 2017	r93(1)(c)	76. Notifications During Building Work 76.2 The power pursuant to Regulation 93(1)(c) of the General Regulations to specify by notice in writing to the building owner on the granting of development approval in respect of the work any stage of the building work to which the periods and stages prescribed for the purposes of Section 146(1) of the PDI Act relate.
312326	Planning, Development and Infrastructure (General) Regulations 2017	r94(13)	77. Essential Safety Provisions 77.1 The power pursuant to Regulation 94(13) of the General Regulations to require compliance with Regulation 94(10) of the General Regulations if: 77.1.1 the essential safety provisions were installed 77.1.1.1 under a condition attached to a consent or approval that is expressed to apply by virtue of a variance with the performance requirements of the Building Code; or 77.1.1.2 as part of a performance solution under the Building Code; or 77.1.2 the building has been the subject of a notice under Section 157 of the PDI Act.
312327	Planning, Development and Infrastructure (General) Regulations 2017	r102(3)	78. Classification of Buildings



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			78.1 The power pursuant to Regulation 102(3) of the General Regulations to require an application under Regulation 102(1) or (2) of the General Regulations to be accompanied by: 78.1.1 such details, particulars, plans, drawings, specifications, certificates and other documents as the delegate may reasonably require to determine the building's classification.
312328	Planning, Development and Infrastructure (General) Regulations 2017	r102(4)	78. Classification of Buildings 78.2 The power pursuant to Regulation 102(4) of the General Regulations, to subject to Regulation 102(5) of the General Regulations, assign the appropriate classification under the Building Code to a building if the delegate is satisfied, on the basis of the owner's application, and accompanying documentation, that the building, in respect of the classification applied for, possesses the attributes appropriate to its present or intended use.
312329	Planning, Development and Infrastructure (General) Regulations 2017	r102(5)	78. Classification of Buildings 78.3 The power pursuant to Regulation 102(5) of the General Regulations, if an application under Regulation 102 of the General Regulations is made in respect of an existing Class 2 to Class 9 building, to require the applicant to satisfy the delegate that the provisions of any relevant Ministerial building standard relating to upgrading health and safety in existing buildings has been complied with (to the extent reasonably applicable to the building



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			and its present or intended use).
312330	Planning, Development and Infrastructure (General) Regulations 2017	r102(6)	78. Classification of Buildings 78.4 The power pursuant to Regulation 102(6) of the General Regulations, on assigning a classification to a building (or part of a building) to, if relevant, determine and specify in the notice to the owner under Section 151(3) of the PDI Act: 78.4.1 the maximum number of persons who may occupy the building (or part of the building); and 78.4.2 if the building has more than 1 classification—the part or parts of the building to which each classification relates and the classifications currently assigned to the other parts of the building.
609751	Planning, Development and Infrastructure (General) Regulations 2017	Regulation 103A(1)	79. Required Documentation 79.1 The power pursuant to Regulation 103A(1) of the General Regulations to, in relation to an application for the issuing of a certificate of occupancy relating to a Class 1b to 9 (inclusive) building under the Building Code, require the following documentation: 79.1.1 if the development has been approved subject to conditions, such evidence as the delegate may reasonably require to show that the conditions have been satisfied; 79.1.2 if the application relates to the construction or alteration of part of a building and further building work is envisaged in respect of the remainder of the building, such further evidence as the delegate may reasonably require to show –



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			79.1.2.1 in the case of a building more than 1 storey – that the requirements of any relevant Ministerial building standard have been complied with; or 79.1.2.2 in any other case – that the building is suitable for occupation.
609752	Planning, Development and Infrastructure (General) Regulations 2017	Regulation 103A(2)	79. Required Documentation 79.2 The power pursuant to Regulation 103A(2) of the General Regulations to, in relation to an application for the issuing on or after 1 October 2024 of a certificate of occupancy relating to a Class 1a building under the Building Code, to require the following documentation: 79.2.1 if the development has been approved subject to conditions, such evidence as the delegate may reasonably require to show that any conditions relevant to the suitability of the building for occupation have been satisfied,
609753	Planning, Development and Infrastructure (General) Regulations 2017	Regulation 103A(3)	79. Required Documentation 79.3 The power pursuant to Regulation 103A(3) of the General Regulations to, other than in relation to a designated building on which building work involving the use of a designated building product is carried out after 12 March 2018, dispense with the requirement to provide a Statement of Compliance under subregulation (1)(a) or (2)(a) if – 79.3.1 the delegate is satisfied that a person required to complete 1 or both parts of the statement has refused or failed to complete that part and that the person seeking



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			the issuing of the certificate of occupancy has taken reasonable steps to obtain the relevant certification or certifications; and 79.3.2 it appears to the delegate, after undertaking an inspection, that the relevant building is suitable for occupation.
609754	Planning, Development and Infrastructure (General) Regulations 2017	Regulation 103C(1)(c)	80. Statement of site suitability 80.1 The power pursuant to Regulation 103C(1)(c) of the General Regulations, in relation to a building on a site to which Schedule 8 clause 2A of the General Regulations applies and upon which remediation on the site is necessary, to not grant a certificate of occupancy until a statement of site suitability is issued certifying that the required remediation has been undertaken and the land is suitable for the proposed use.
609755	Planning, Development and Infrastructure (General) Regulations 2017	Regulation 103D(1)	81. Report from fire authority 81.1 The power pursuant to Regulation 103D(1) of the General Regulations, if – 81.1.1 a building is – 81.1.1.1 to be equipped with a booster assembly for use by a fire authority; or 81.1.1.2 to have installed a fire alarm that transmits a signal to a fire station or to a monitoring service approved by the relevant authority; and 81.1.2 facilities for fire detection, fire fighting or the control of smoke must be installed in the building pursuant to an approval under the Act,



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			to not grant a certificate of occupancy unless or until the delegate has sought a report from the fire authority as to whether those facilities have been installed and operate satisfactorily.
609756	Planning, Development and Infrastructure (General) Regulations 2017	Regulation 103D(2)	81. Report from fire authority 81.2 The power pursuant to Regulation 103D(2) of the General Regulations, if a report from the fire authority is not received within 15 business days, to presume that the fire authority does not desire to make a report.
609757	Planning, Development and Infrastructure (General) Regulations 2017	Regulation 103D(3)	81. Report from fire authority 81.3 The power pursuant to Regulation 103D(3) of the General Regulations to have regard to any report received from a fire authority under subregulation (1) before it issues a certificate of occupancy.
609758	Planning, Development and Infrastructure (General) Regulations 2017	Regulation 103E(1)(b)	82. Issue of certificate of occupancy 82.1 The power pursuant to Regulation 103E(1)(b) of the General Regulations to, on receipt of notification of intended completion of building work under Regulation 93(1)(f) of the General Regulations, determine that the building work will be inspected by an authorised officer.
609759	Planning, Development and Infrastructure (General) Regulations 2017	Regulation 103E(3)(c)	82. Issue of certificate of occupancy 82.2 The power pursuant to Regulation 103E(3)(c) of the General Regulations, in respect of a Class 1a building, to determine not to inspect the building work.
609760	Planning, Development and Infrastructure (General) Regulations 2017	Regulation	83. Revocation



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		103F	83.1 The power pursuant to Regulation 103F of the General Regulations to revoke a certificate of occupancy – 83.1.1 if – 83.1.1.1 there is a change in the use of the building; or 83.1.1.2 the classification of the building changes; or 83.1.1.3 building work involving an alteration or extension to the building that will increase the floor area of the building by more than 300m² is about to commence, or is being or has been carried out; or 83.1.1.4 the building is about to undergo, or is undergoing or has undergone, major refurbishment, 83.1.2 if the delegate considers that the building is no longer suitable for occupation because of building work undertaken, or being undertaken, on the building, or because of some other circumstance; or 83.1.3 if the schedule of essential safety provisions has been issued in relation to the building and the owner of the building has failed to comply with the requirements of Regulation 94(10); or 83.1.4 if the delegate considers – 83.1.4.1 that a condition attached to a relevant development authorisation has not been met, or has been contravened, and that, in the circumstances, the certificate should be revoked; or 83.1.4.2 that a condition attached to the certificate of occupancy has not been met, or has been contravened, or is no longer appropriate.



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312340	Planning, Development and Infrastructure (General) Regulations 2017	r109(1)(b)	84. Mining Production Tenements 84.1 The power pursuant to Regulation 109(1)(b) of the General Regulations to make submissions to the appropriate Authority and object to the granting of the tenement.
312341	Planning, Development and Infrastructure (General) Regulations 2017	r111(2)	85. Register of Land Management Agreements (Section 193) 85.1 The power pursuant to Regulation 111(2) of the General Regulations to establish a register of agreements entered into by the Council under Section 193 of the PDI Act.
312342	Planning, Development and Infrastructure (General) Regulations 2017	r111(3)	85. Register of Land Management Agreements (Section 193) 85.2 The power pursuant to Regulation 111(3) of the General Regulations to include in a register, or provide access to a copy of each agreement entered into by the Council under Section 193 of the PDI Act and such other information the delegate considers appropriate.
312343	Planning, Development and Infrastructure (General) Regulations 2017	r112(1)	86. Authorised Officers and Inspections 86.1 The power pursuant to Regulation 112(1) of the General Regulations to appoint at least 1 authorised officer under Section 210(1)(b) of the PDI Act: 86.1.1 who is an accredited professional who is: 86.1.1.1 an Accredited professional - building level 1; or



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			86.1.1.2 an Accredited professional - building level 2; or 86.1.1.3 an Accredited professional - building level 3; or 86.1.1.4 an Accredited professional - building level 4; or 86.1.2 who holds a current accreditation recognised by the Chief Executive for the purposes of this Regulation; or 86.1.3 who holds an approval from the Chief Executive.
622811	Planning, Development and Infrastructure (Transitional Provisions) Regulations 2017	r8(1)(c)	66. Adoption of DPAs 66.1 The power pursuant to Regulation 8(1)(c) of the Planning, Development and Infrastructure (Transitional Provisions) Regulations 2017 (the Transitional Provisions Regulations) to apply to the Minister under Regulation 8 of the Transitional Provisions Regulations in accordance with any requirement determined by the Minister.
312302	Planning, Development and Infrastructure (Fees, Charges and Contributions) Regulations 2019	r5(1)	87. Calculation of Assessment of Fees 87.1 The power pursuant to Regulation 5(1) of the Planning, Development and Infrastructure (Fees, Charges and Contributions) Regulations 2019 (the Fees Regulations) in relation to an application which is duly lodged under a related set of regulations (including via the SA planning portal): 87.1.1 to require the applicant to provide such information



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			as the delegate may reasonably require to calculate any fee payable under the Fees Regulations or a related set of regulations; and 87.1.2 to make any other determination for the purposes of the Fees Regulations or a related set of regulations (even if the Council is not a relevant authority).
312303	Planning, Development and Infrastructure (Fees, Charges and Contributions) Regulations 2019	r5(2)	87. Calculation of Assessment of Fees 87.2 The power pursuant to Regulation 5(2) of the Fees Regulations, if the delegate acting under Regulation 5(1) of the Fees Regulations, believes that any information provided by an applicant is incomplete or inaccurate, to calculate any fee on the basis of estimates made by the delegate.
312304	Planning, Development and Infrastructure (Fees, Charges and Contributions) Regulations 2019	r5(3)	87. Calculation or Assessment of Fees 87.3 The power pursuant to Regulation 5(3) of the Fees Regulations to at any time, and despite an earlier calculation or acceptance of an amount in respect of the fee, reassess a fee payable under the Fees Regulations or a related set of Regulations.
312305	Planning, Development and Infrastructure (Fees, Charges and Contributions) Regulations 2019	r7	88. Waiver or Refund of Fee 88.1 The power pursuant to Regulation 7 of the Fees Regulations to, as the delegate considers appropriate to do so: 88.1.1 waive the payment of the fee, or the payment of part of the fee; or 88.1.2 refund the whole or a part of the fee.
754099	State Planning Commission Practice Direction 2 - Preparation and	clause 5(1)	89. Initiating a Code Amendment



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	Amendment of Designated Instruments		89.1 The power pursuant to clause 5(1) of the State Planning Commission Practice Direction – 2 Preparation and Amendment of Designated Instrument (PD2), to initiate a Code Amendment and lodge the following documents to the Department via the SA Planning Portal: 89.1.1 a Proposal to Initiate; 89.1.2 SA Planning Portal Publication Instructions – for Initiation; 89.1.3 Heritage Report with datasheet(s) and analysis of historic themes (relevant proposals only); 89.1.4 Significant Tree Report with description/s and assessment/s (relevant proposals only).
754100	State Planning Commission Practice Direction 2 - Preparation and Amendment of Designated Instruments	clause 5(2)	89. Initiating a Code Amendment 89.2 The power pursuant to clause 5(2) of PD2 to set out in the Proposal to Initiate: 89.2.1 Code Policy 89.2.1.1 an outline of: (a) any overlay, general development policy, zone, subzone or technical or numeric variation in the Code being proposed for amendment; and/or (b) the intended spatial application of an overlay, zone, subzone or technical or numeric variation in the Code over



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			an identified area;
754101	State Planning Commission Practice Direction 2 - Preparation and Amendment of Designated Instruments	clause 5(2)	89. Initiating a Code Amendment 89.2.2 Affected Area 89.2.2.1 a map or description of the Affected Area;
754102	State Planning Commission Practice Direction 2 - Preparation and Amendment of Designated Instruments	clause 5(2)	89. Initiating a Code Amendment 89.2 The power pursuant to clause 5(2) of PD2 to set out in the Proposal to Initiate: 89.2.3 State Planning Policies 89.2.3.1 identification of the relevant principles or objectives of the State Planning Policies and an assessment of the proposed Code Amendment's alignment with those State Planning Policies;
754103	State Planning Commission Practice Direction 2 - Preparation and Amendment of Designated Instruments	clause 5(2)	89. Initiating a Code Amendment 89.2 The power pursuant to clause 5(2) of PD2 to set out in the Proposal to Initiate: 89.2.4 Regional Plan 89.2.4.1 identification of relevant regional plans and assessment of how the matters or issues proposed to be addressed by the proposed Code Amendment will relate to the relevant regional plan;



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754104	State Planning Commission Practice Direction 2 - Preparation and Amendment of Designated Instruments	clause 5(2)	89. Initiating a Code Amendment 89.2 The power pursuant to clause 5(2) of PD2 to set out in the Proposal to Initiate: 89.2.5 Consultation 89.2.5.1 information regarding any consultation that has already occurred with respect to the proposed Code Amendment; 89.2.5.2 details of further consultation proposed to be undertaken with respect to the proposed Code Amendment;
754105	State Planning Commission Practice Direction 2 - Preparation and Amendment of Designated Instruments	clause 5(2)	89. Initiating a Code Amendment 89.2 The power pursuant to clause 5(2) of PD2 to set out in the Proposal to Initiate: 89.2.6 Planning Merit Statement 89.2.6.1 provide a statement detailing how the proposed Code Amendment relates to strategic directions and outlines desired policy/development outcomes and anticipated residential/employment yields;
754106	State Planning Commission Practice Direction 2 - Preparation and Amendment of Designated Instruments	clause 5(2)	89. Initiating a Code Amendment 89.2 The power pursuant to clause 5(2) of PD2 to set out in the Proposal to Initiate: 89.2.7 Investigation Information 89.2.7.1 information regarding any investigations which have already been undertaken with respect to the



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			proposed Code Amendment; 89.2.7.2 commitment to undertake further investigations to support the proposed Code Amendment including the following as applicable: (a) infrastructure (road, civil, corridor); (b) service infrastructure (water, wastewater, stormwater, electricity, gas, telecommunications); (c) cultural and heritage significance (search of the Register of Aboriginal Sites and Objects); (d) Code policy (zone, overlay, TNVs, concept plan); (e) hazard risk (analysis of relevant overlays and site conditions); (f) the extent to which there are social, economic, land use, built form or environmental features that present a barrier to the outcomes sought; 89.2.7.3 high-level details of any infrastructure required to support development arising through the proposed Code Amendment and how that infrastructure will be provided (for example potable water and sewerage connection requirements); 89.2.7.4 where known, details of any infrastructure agreement (or agreements) or infrastructure scheme which will need to be established or entered into in connection with the proposed Code Amendment.
754107	State Planning Commission Practice Direction 2 - Preparation and Amendment of Designated Instruments	clause 5(2)	89. Initiating a Code Amendment 89.2 The power pursuant to clause 5(2) of PD2 to set out



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			in the Proposal to Initiate: 89.2.8 The power pursuant to clause 5(3) of PD2 to set out in the SA Planning Portal Publication Instructions – for Initiation: 89.2.8.1 a summary of the Code Amendment in plain English, which will be published on the SA Planning Portal; 89.2.8.2 where possible, an indication of when consultation may begin.
754108	State Planning Commission Practice Direction 2 - Preparation and Amendment of Designated Instruments	clause 5(2)	89. Initiating a Code Amendment 89.2 The power pursuant to clause 5(2) of PD2 to set out in the Proposal to Initiate: 89.2.9 The power pursuant to clause 5(4) of PD2 to, in relation to initiating a Code Amendment which is intended to designate a place as a place of local heritage value, provide a report which: 89.2.9.1 includes a heritage datasheet for each proposed Local Heritage Place, which includes: (a) all relevant property details and descriptions (including images); (b) historical background and thematic analysis; (c) a statement of heritage value; (d) an assessment against the Local Heritage Criteria; and (e) the extent of listing (including any exclusions); 89.2.9.2 includes an analysis of historic themes of importance to the area; 89.2.9.3 is prepared by a heritage architect, historian or person with similar qualifications, skills or experience; and 89.2.9.4 is otherwise prepared in accordance with any guidelines prepared and published by the Commission



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			under Section 67(2)(c) of the PDI Act.
754109	State Planning Commission Practice Direction 2 - Preparation and Amendment of Designated Instruments	clause 5(2)	89. Initiating a Code Amendment 89.2 The power pursuant to clause 5(2) of PD2 to set out in the Proposal to Initiate: 89.2.10 The power pursuant to clause 5(5) of PD2 to, in relation to initiating a Code Amendment which is intended to designate a tree (or stand of trees) as a significant tree (or trees), provide a report which: 89.2.10.1 includes relevant details and descriptions of the tree or stand of trees (including images as necessary); 89.2.10.2 includes an assessment of the tree (or stand of trees) against the Significant Tree Criteria; 89.2.10.3 is prepared by an urban planner, arborist or person with qualifications, skills or experience relevant to the assessment in the report.
754110	State Planning Commission Practice Direction 2 - Preparation and Amendment of Designated Instruments	clause 6(1)	90. Preparation of a Draft Code Amendment (Prior to Consultation) 90.1 The power pursuant to clause 6(1) of PD2, to prior to consultation occurring on a draft Code Amendment: 90.1.1 carry out investigations and obtain such information: 90.1.1.1 as provided in the Proposal to Initiate approved by the Minister; 90.1.1.2 as required under any conditions imposed by the



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			Minister under Section 73(5)(b) of the PDI Act; and 90.1.1.3 as specified by the Commission under Sections 73(6)(e) or 73(6)(f) of the PDI Act;
754111	State Planning Commission Practice Direction 2 - Preparation and Amendment of Designated Instruments	clause 6(1)	90. Preparation of a Draft Code Amendment (Prior to Consultation) 90.1 The power pursuant to clause 6(1) of PD2, to prior to consultation occurring on a draft Code Amendment: 90.1.2 provide the Department with: 90.1.2.1 written instructions (in a form acceptable to the Department) that set out the intent of the proposed Code Amendment for the purposes of the Department writing the draft policy for inclusion in the draft Code Amendment; and 90.1.2.2 mapping instructions or a description of the Affected Area (in a form acceptable to the Department) in order to enable the Department to prepare and provide to the Designated Entity, mapping which is suitable for inclusion in the draft Code Agreement;
754112	State Planning Commission Practice Direction 2 - Preparation and Amendment of Designated Instruments	clause 6(1)	90. Preparation of a Draft Code Amendment (Prior to Consultation) 90.1 The power pursuant to clause 6(1) of PD2, to prior to consultation occurring on a draft Code Amendment: 90.1.3 prepare the draft Code Amendment in accordance with the approved Proposal to Initiate and any conditions imposed by the Minister under Section 73(5)(b) of the PDI Act and the requirements of this Practice Direction;
754113	State Planning Commission Practice Direction 2 - Preparation and	clause 6(1)	90. Preparation of a Draft Code Amendment (Prior to



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	Amendment of Designated Instruments		Consultation) 90.1 The power pursuant to clause 6(1) of PD2, to prior to consultation occurring on a draft Code Amendment: 90.1.4 provide the Department with written instructions (in a form acceptable to the Department) to prepare the SA Planning Portal for consultation on the draft Code Amendment; and
754114	State Planning Commission Practice Direction 2 - Preparation and Amendment of Designated Instruments	clause 6(1)	90. Preparation of a Draft Code Amendment (Prior to Consultation) 90.1 The power pursuant to clause 6(1) of PD2, to prior to consultation occurring on a draft Code Amendment: 90.1.5 provide the Department with the engagement plan prepared (and approved, if required) under these Practice Directions, for the purpose of the Department publishing the engagement plan on the SA Planning Portal.
754115	State Planning Commission Practice Direction 2 - Preparation and Amendment of Designated Instruments	clause 6(2)	90. Preparation of a Draft Code Amendment (Prior to Consultation) 90.2 The power pursuant to clause 6(2) of PD2, where an engagement plan is amended during any period of consultation or any time prior to finalisation of the engagement report under PD2, to provide the Department with the engagement plan (as updated) for the purpose of the Department publishing the updated engagement plan on the SA Planning Portal
754116	State Planning Commission Practice Direction 2 - Preparation and Amendment of Designated Instruments	clause 7(1)	91. Requirements for a Draft Code Amendment 91.1 The power pursuant to clause 7(1) of PD2 to support



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			a draft Code Amendment by the following information: 91.1.1 an explanation of the current code policy as it applies to the Affected Area (at the time of preparation of the draft Code Amendment); 91.1.2 an explanation of the amendments to the Code policy proposed for the Affected Area; 91.1.3 an assessment of the strategic planning outcomes intended to be achieved through the draft Code Amendment, including an analysis of the consistency of the draft Code Amendment with the relevant provisions of State Planning Policies, the Regional Plan and any other relevant strategic plans; 91.1.4 a summary and explanation of the investigations undertaken and how these support the draft Code Amendment; and 91.1.5 an explanation of any infrastructure or services required to support development facilitated by the proposed Code Amendment, and an explanation of how and when the infrastructure will be provided.
754117	State Planning Commission Practice Direction 2 - Preparation and Amendment of Designated Instruments	clause 9(1)	92. Preparation of an Engagement Plan (Prior to Consultation) 92.1 The power pursuant to clause 9(1) of PD2 to prepare an engagement plan that: 92.1.1 meets the principles and performance outcomes of the Charter; 92.1.2 describes the persons or bodies to be consulted on the proposed amendment of the Designated Instrument, which must include any persons or bodies:



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			92.1.2.1 required to be consulted with under a condition imposed by the Minister under Section 73(5) of the PDI Act; 92.1.2.2 specified by the Commission under Section 73(6)(e) of the PDI Act; and 92.1.2.3 who must be consulted with under the Charter; 92.1.3 outlines any relevant previous engagement undertaken to inform the proposal; 92.1.4 describes the evaluation framework for the engagement.
754118	State Planning Commission Practice Direction 2 - Preparation and Amendment of Designated Instruments	clause 9(2)	92. Preparation of an Engagement Plan (Prior to Consultation) 92.2 The power pursuant to clause 9(2) of PD2 to, in relation to engagement plans which relate to proposed preparation of or amendment to a State Planning Policy or a Regional Plan submit the engagement plan to the Commission for approval prior to commencement of formal engagement on the proposal.
754119	State Planning Commission Practice Direction 2 - Preparation and Amendment of Designated Instruments	clause 9(3)	92. Preparation of an Engagement Plan (Prior to Consultation) 92.3 The power pursuant to clause 9(3) of PD2 to, in relation to an engagement plan relating to a proposed amendment to the Code or a Design Standard, submit the engagement plan to the Commission or the Minister for approval, if a condition has been imposed by the Minister under Section 73(5) of the PDI Act which requires such approval.



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754120	State Planning Commission Practice Direction 2 - Preparation and Amendment of Designated Instruments	clause 10(1)	93. Preparation of an Engagement Report (Following Consultation) 93.1 The power pursuant to clause 10(1) of PD2 to, at the completion of engagement on a proposal prepare or amend a Designated Instrument, provide the Department with: 93.1.1 if amendments to the proposal are required: 93.1.1.1 written instructions (in a form acceptable to the Department) that set out any changes to the draft Designated Instrument for the purposes of the Department updating and providing the draft policy for inclusion in the draft Designated Instrument; and/or 93.1.1.2 mapping instructions or a description of the Affected Area (in a form acceptable to the Department) in order to enable the Department to prepare and provide to the Designated Entity, mapping which is suitable for inclusion in the draft Designated Instrument; 93.1.2 the updated draft Designated Instrument or amendment to the Designated Instrument in the form of amendment instructions (once finalised by the Designated Entity, incorporating any amendments); and 93.1.3 a final engagement report as required under Section 73(7) of the PDI Act and prepared in accordance with PD2, for the purpose of the Department arranging for the engagement report and draft Designated Instrument to be furnished to the Minister.



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754121	State Planning Commission Practice Direction 2 - Preparation and Amendment of Designated Instruments	clause 10(2)	93. Preparation of an Engagement Report (Following Consultation) 93.2 The power pursuant to clause 10(2) of PD2 to set out in an engagement report required under Section 73(7) of the PDI Act: 93.2.1 details of the engagement undertaken and how that engagement met the engagement plan and reasons for variations (if any) to the engagement plan; 93.2.2 the outcome of the engagement including a summary of the written submissions or feedback received; 93.2.3 any proposed changes to the proposal to prepare or amend a Designated Instrument (when compared with the proposal that was engaged on) and the reasons for those proposed changes. This should specifically indicate: 93.2.3.1 where changes are proposed to the Designated Instrument based on or as a result of the engagement; and 93.2.3.2 any other changes which are proposed based on or as a result of additional investigations or information which was not available when the proposal was released for engagement.
766279	State Planning Commission Practice Direction 2 - Preparation and Amendment of Designated Instruments	cl 11(4)	94. Lodgement of Proposal 94.1 The power pursuant to clause 11(4) of PD2 to submit a completed Lodgement Form with the Department via the SA Planning Portal, to commence the process for a



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			proposed Complying Change.
766280	State Planning Commission Practice Direction 2 - Preparation and Amendment of Designated Instruments	cl 11(5)	94. Lodgement of Proposal 94.2 The power pursuant to clause 11(5) of PD2 to set out in the Lodgement Form: 94.2.1 Affected Area 94.2.1.1 a map of the Affected Area (confirming its consistency with the boundaries of the map(s) relating to the relevant Regional Plan recommendation); 94.2.2 Code Mapping 94.2.2.1 an outline of: (a) any existing overlay, zone, subzone, concept plan or technical and numeric variation in the Code within the Affected Area which is proposed to be amended; (b) the proposed spatial application of any overlay/s and/or amendment/s to the boundary of a zone or subzone; and (c) any associated proposed application of a concept plan/s and/or all relevant technical or numeric variation/s within the Affected Area in connection with the proposed change outlined in clause 11(5)(c)(ii) of PD2; 94.2.3 Regional Plan Recommendation 94.2.3.1 a description of the relevant recommendation/s in the Regional Plan; 94.2.3.2 confirmation that the details outlined in clauses 11(5)(c)(ii) and (iii) of PD2 are consistent with the recommendation in the Regional Plan (where relevant); and confirmation that a time period of not more than two years has elapsed since the relevant recommendation in the Regional Plan was given effect pursuant to Section 73(12)



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			of the PDI Act (unless the Commission considers that a longer period shall apply for the purposes of clause 11 of PD2).
754122	State Planning Commission Practice Direction 2 - Preparation and Amendment of Designated Instruments	clause 10(3)	93. Preparation of an Engagement Report (Following Consultation) 93.3 The power pursuant to clause 10(3) of PD2 to also include in the engagement report an evaluation of the effectiveness of the engagement that considers whether: 93.3.1 the principles of the Charter have been activated; and 93.3.2 all mandatory requirements identified in the Charter have been met (where the consultation category is applicable).
766281	State Planning Commission Practice Direction 2 - Preparation and Amendment of Designated Instruments	cl 13(1)	95. Final Determination of Minister 95.1 The power pursuant to clause 13(1) of PD2 when consultation on a proposed Complying Change is complete, to provide the Department with: 95.1.1.1 written instructions (in a form acceptable to the Department) that set out any changes to the Complying Change as it was initially proposed; and/or 95.1.1.2 mapping instructions or a description of the Affected Area (in a form acceptable to the Department) in order to enable the Department to prepare mapping which is suitable for inclusion in the Code; 95.1.2 the updated draft proposed Complying Change in



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			the form of amendment instructions (once finalised by the Council, incorporating any changes); and 95.1.3 if any submissions were received, a consultation report to be furnished to the Commission.
766282	State Planning Commission Practice Direction 2 - Preparation and Amendment of Designated Instruments	clause 13(2)	95. Final Determination of Minister 95.2 The power pursuant to clause 13(2) of PD2 to set out in the consultation report in clause 13(1)(c) of PD2: 95.2.1 the outcome of the consultation, including a summary of the written submissions or feedback received; and 95.2.2 any proposed changes to the Complying Change (when compared with the proposal that was consulted on) and the reasons for those proposed changes and specifically indicate: 95.2.2.1 where changes are proposed to the Complying Change as a result of the consultation; and 95.2.2.2 any other changes proposed as a result of additional investigations or information that was not available when the proposal was released for consultation.
754124	State Planning Commission Practice Direction 2 - Preparation and Amendment of Designated Instruments	clause 14(1)	96. Early Commencement of a Code Amendment 96.1 The power pursuant to clause 14(1) of PD2 to provide a request for early commencement of a Code Amendment under Section 78 of the PDI Act to the Department and include:



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			96.1.1 explanation, justification and evidence as necessary to demonstrate how early commencement of the Code Amendment is: 96.1.1.1 necessary in the interest of the orderly and proper development of an area of the State; and 96.1.1.2 required in order to counter applications for undesirable development (which should identify possible future development that would detract from or negate the object of the proposed Code Amendment) ahead of the outcome of consideration of the Code Amendment; 96.1.2 written instructions (in a form acceptable to the Department) that set out the intent of the proposed Code Amendment for the purposes of the Department writing the draft policy for inclusion in the draft Code Amendment; and 96.1.3 mapping instructions or a description of the Affected Area (in a form acceptable to the Department) in order to enable the Department to prepare and provide to the Designated Entity, mapping which is suitable for inclusion in the draft Code Amendment.
385357	State Planning Commission Practice Direction - 3 (Notification of Performance Assessed Development Applications) 2019	cl6(3)(b)	97. Responsibility to Undertake Notification 97.1 The power pursuant to clause 6(3)(b) of the State Planning Commission Practice Direction – 3 (Notification of Performance Assessed Development Applications) 2019 (PD3) to determine the relevant fee as being appropriate to cover the relevant authority's reasonable costs in giving public notice of the application under



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			Section 107(3)(a)(i) of the PDI Act.
385358	State Planning Commission Practice Direction (Council Inspections) 2020	cl2(2)	98. Mandatory Inspections 98.1 The power pursuant to clause 2(2) of Part 2 of the State Planning Commission Practice Direction (Council Inspections) 2020 (PD9) to, in carrying out an inspection under PD9, take all reasonable steps to ensure each inspection includes an inspection and assessment of the following elements (elements), as may be present at the time of inspection: 98.1.1 primary structural elements; 98.1.2 structural framing and roof trusses; 98.1.3 wet areas and waterproofing; 98.1.4 barriers to prevent falls; 98.1.5 cladding; 98.1.6 egress provisions; 98.1.7 bushfire protection systems; 98.1.8 passive and active fire safety elements; 98.1.9 private bushfire shelters; and 98.1.10 performance solutions.
385359	State Planning Commission Practice Direction (Council Inspections) 2020	cl3(2)	99. Additional Inspections 99.1 The power pursuant to clause 3(2) of Part 2 of PD9 to consider carrying out an inspection in addition to any specified in clause 2 of Part 2 of PD9 (additional inspections) if the delegate has information to indicate that the circumstances warrant it, having regard to the objects of PD9.
385360	State Planning Commission Practice Direction (Council Inspections)	cl4(3)	100. Inspections Generally



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	2020		100.1 The power pursuant to clause 4(3) of Part 2 of PD9, in relation to building work listed in Schedule 7 of the General Regulations to consider if an additional inspection may be appropriate.
385361	State Planning Commission Practice Direction (Council Inspections) 2020	cl1(2)	101. General Requirements 100.1 The power pursuant to clause 1(2) of Part 3 of PD9 to ensure that an inspection under PD9 and subsequent assessment of each of the applicable elements in clause 2(2) of Part 2 of PD9 is carried out by a person who has the appropriate qualifications, skills, knowledge and experience to carry out an inspection assigned to that officer under PD9.
385362	State Planning Commission Practice Direction 10 (Staged Occupation of Multi-Storey Buildings) 2020	cl5(2)	102. Conditions that Must be Met for the Staged Occupation of a Partially Completed Building 102.1 The power pursuant to clause 5(2) of the State Planning Commission Practice Direction 10 (Staged Occupation of Multi-Storey Buildings 2020 (PD10) to, agree to partial occupancy of a partially completed multistorey building.
503614	Urban Tree Canopy Off-set Scheme	cl 9	83. Use of Money from Fund 83.1 The power pursuant to clause 9 of the Urban Tree Canopy Off-set Scheme (UTCOS) to use money distributed from the fund for any of the following purposes (and for no other purpose): 83.1.1 to provide for the planting, establishment and maintenance of trees within reserves or public land anywhere within a



Instrument A - Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity

ID	Delegation Source	Provision	Item Delegated
			designated local government area; or 83.1.2 the purchase of land within a designated local government area to ensure: 83.1.2.1 the preservation of trees; or 83.1.2.2 that trees can be established in an area with a low urban tree canopy level or a demonstrated urban tree canopy loss.

18.12 REQUEST FOR INTERNAL REVIEW OF COUNCIL DECISION

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

RECOMMENDATION

1. That Council report titled 'Request for Internal Review of Council Decision' as presented on Tuesday 20 May 2025 be noted.
2. That, having considered the within request for internal review of council decisions in accordance with section 270 of the Local Government Act 1999 and Council's Internal Review of Council's Decisions Policy C290:
 - (a) the Chief Executive Officer (or delegate) be authorised to engage an external legal professional to conduct the relevant investigation and assessment in relation to Council resolutions (decisions) OCM 2025/96 - OCM 2025/104 (inclusive) made at the ordinary meeting of 15 April 2025; and
 - (b) the appointed external legal professional, having undertaken the requisite natural justice processes, produce and present a recommendation report to Council for consideration.

PURPOSE

To present to Council a Request for Internal Review of Council Decision made in accordance with section 270 of the Local Government Act 1999 (the Act) and appoint an appropriate agent to investigate, assess and produce a recommendation report in accordance with Council's Internal Review of Council's Decisions Policy C290 (the Policy).

BACKGROUND / OPTIONS

The Identified Decision/s

At the ordinary meeting of 15 April 2025, Council considered five (5) items 'in confidence' in accordance with the requirements of section 90(3) of the Act. The Council ordered that the public be excluded in order to receive, discuss and consider the following Agenda Items:

- 21.1 Strategic Projects Update
- 21.2 Music SA - Update 21.2 Music SA - Update
- 21.3 Electricity Supply Contract - Large and Unmetered Supply
- 21.4 Wulanda Recreation and Convention Centre - Contractual Matters
- 21.5 Wulanda Recreation and Convention Centre - Project Update

Request for Internal Review

Following the meeting, Council received the **attached** Request for Internal Review of Council Decision in accordance with section 270 of the Act and Council's Policy. The request calls for a review of all resolutions (decisions) made by the Council following the first section 90(3) order to exclude the public, and specifically Resolution OCM 2025/96 - Resolution OCM 2025/104 (inclusive).

The basis for such request is that whilst debate on the making of confidential orders was undertaken publicly for Item 21.1, the consideration, discussion and debate of Council in



relation to the making of confidential orders for the remaining Items 21.2 - 21.5 occurred after the public had already vacated the gallery, and had not been invited back in to observe the section 90(3) considerations for each of the subsequent Items.

Additional Context – Security and Meeting Management

At the conclusion of the Council Meeting held 18 March 2025, a security incident occurred involving an unauthorised individual entering the Level 4 Reception Area at approximately 8:50pm, after the meeting had ended while members and staff were preparing to leave. The individual displayed concerning behaviour and was assisted to safely exit the building by one of the members present. This incident highlighted a security vulnerability during and following Council Meetings, particularly when the public is excluded, where there are effectively no security measures in place preventing access to an otherwise empty building (while all members and staff present are occupied within the Chamber).

As a result, it was determined that for all future Council Meetings, Committee Meetings and Information of Briefing Sessions, the front entrance to the Civic Centre should be locked once the meeting enters the confidential section of the Agenda. This new process was followed for the 15 April 2025 meeting, and enacted by two senior staff members at the conclusion of the 'open' Agenda items. It is relevant to note that Council's usual practice is to hold all confidential items at the end of any relevant meeting, for efficiency and public convenience.

Whilst not specifically related to the request for internal review, this procedural change may have relevance to how Council manages public attendance during transitions to confidential Agenda items, and will likely be a relevant contextual consideration in the broader discussion around transparency, accessibility, and safety at Council meetings.

S270 Considerations

There are several relevant considerations under Council's Policy which must be applied prior to commencing the review process, which are set out in further detail below.

1. Is there a 'reviewable' decision?

Yes, in this instance the decisions identified by the Applicant, and specifically resolutions OCM 2025/96 - OCM 2025/104 (inclusive), are decisions of Council capable of review in accordance with section 270 of the Act. That being said, some of these decisions may have already been 'perfected' (i.e. the discussion has already occurred in confidence) and therefore in effect are unable to be materially varied or revoked, however that will be an issue for the person (or agency) appointed to investigate, assess and produce a recommendation report to Council.

2. Does the decision fall within the contemplation of section 270 of the Act, or is there another more appropriate mechanism to deal with the review (i.e. is there a right of review enlivened under alternative legislation)?

Yes. Whilst there may be other relevant avenues available to address the Application, such as reporting the matter to the OPI, ICAC, or SA Ombudsman, these processes are likely to be more protracted than an internal review, and may not yield the specific outcomes sought by the Applicant (i.e. Council's particular consideration of the validity of the relevant decisions).

3. Does the Applicant have sufficient interest to request such a review?



Yes, the Applicant is a current resident and ratepayer of the City of Mount Gambier. This is a sufficient interest in the context of ensuring that Council and Committee meetings are conducted in a place open to the public.

4. Are there any relevant exclusions that need to be considered?

No, there are no reasonable grounds under which the Council might determine not to take action, or refuse to deal with the Application.

In contemplation of the above, the Request for Internal Review must be referred to the elected Council for consideration.

It is noted that the request has been formally acknowledged by Council, and the Applicant has confirmed that they are aware and comfortable that the details of their request (including their name) will form part of a public Agenda.

IMPLICATIONS TO CONSIDER

Legal	Council has relevant obligations under the Local Government Act 1999 (the Act) with respect to conducting council and committee meetings in a place open to the public, except where a valid order under section 90(2) and (3) is made to exclude the public to the extent that the council considers it to be necessary and appropriate to receive, discuss or consider information in confidence. Council is further obligated to establish procedures for the review of decisions of council, its employees, or persons acting on its behalf (agents). Council has established such procedure, which is enlivened upon receiving a valid request from a person with sufficient interest to review a 'reviewable' decision. This process is prescriptive and must be followed in accordance with natural justice principles.
Financial and Budget	There is likely to be financial implications as a result of engaging an external legal professional to conduct the relevant investigation, assessment and provide a recommendation for Council's consideration, however at this early stage of the request, these implications are largely unknown.
Community Consultation and Engagement	N/A
Other Resources	N/A

RISK ANALYSIS

The risk identification and categorisation relies on the City of Mount Gambier [Risk Management Policy](#).

Risk	Consequence Rating	Risk Likelihood Rating	Risk Rating	Mitigation
Finance - Council is found to be in breach of key legislative requirements, and receives a financial penalty, or is subject to litigation	Minor (2)	Rare (1)	Low	Annual budget allocation of funds for legal advice as required, as well as contingency 'risks' identified.



to challenge impacted decisions.				
Reputation – Trust with the community is eroded as a result of a perceived lack of transparency.	Minor (2)	Likely (4)	Moderate	Consistent adherence to appropriate confidentiality protocol, regular media and communication updates to community on council meeting activity in a digestible mode.
Legal / Regulatory / Policy - Council is found to have breached a key legislative requirement and is subject to intervention by an integrity agency.	Minor (2)	Unlikely (2)	Low	Agenda publishing software with relevant confidentiality prompts for report writers, legal advice on retainer as required, governance support at council meetings.
Service Delivery – Resources are diverted from regular business activities / services to support internal review of decisions.	Insignificant (1)	Likely (4)	Low	Appropriate resource capacity building to account for adhoc work arising.
People - Morale of staff, or recruitment / retention of staff, is negatively impacted by media profile.	Insignificant (1)	Likely (4)	Low	Regular pulse surveys to monitor staff morale, protocols to protect staff from the impact of negative public profile incidents, EAP service
Infrastructure – N/A	Choose an item.	Choose an item.	Choose an item.	N/A
Environmental - N/A	Choose an item.	Choose an item.	Choose an item.	N/A

APPLICATION OF STRATEGIC PLAN

This report aligns to the following strategic objectives(s):

Priority 6: Excellence in Leadership and Governance

- 6.1 Ensure Elected Council Members are meeting their civic obligations and making informed, strategic decisions in the best interests of the community.
- 6.2 Ensure compliance with legislative obligations and apply best-practice governance to strengthen risk management, accountability and transparency, fostering trust within the community.
- 6.3 Ensure decisions and activities of Council are communicated in a timely, clear and proactive manner.



This report contributes to delivery of the following key strategic project(s):

N/A

RELEVANT COUNCIL POLICY

[Internal Review of Council's Decisions - C290](#)
[s92 Code of Practice for Access to Meetings and Documents](#)

IMPLEMENTATION AND NEXT STEPS

Council is responsible for determining who will undertake the investigation, assessment and provision of a recommendation report for Council consideration. This may be the CEO, his/her delegate, or an expert party from outside the organisation. Where the elected Council is not the reviewer, a review methodology to suit the nature of the internal review to be undertaken will be chosen from the following:

- CEO
- A Senior Officer (General Manager/Manager)
- A panel comprised of Council Members and/or Senior Staff
- An external person
- A panel of external experts

It is relevant to note that wherever possible and appropriate, Council will seek to involve an external person or panel to assist with the review, which may include employees of other Councils. The reason for this is to ensure an arms-length, independent assessment is undertaken and can be relied upon by the Applicant to be free from bias or undue influence.

CONCLUSION

In contemplation of the legal complexity, nuance, and confidentiality of the decisions subject to the review, it is recommended that Council appoint an independent legal professional with relevant expertise in Local Government Governance to undertake the investigation, assessment and provision of a recommendation report for Council consideration.

ATTACHMENTS

1. Request for Internal Review - Graham Walkom [18.12.1 - 3 pages]



p1

C290 - INTERNAL REVIEW OF MT GAMBIER COUNCIL'S DECISIONS

Date current issue decisions were made: **15 April 2015**

Issue: Invalid Council Resolutions - minute items 21.1 to 21.5

Events: Failure to follow statutory process according to section 90 of the Local Government Act 1999; relevant meeting regulations; LGASA specific guidelines.

Failure to follow LGASA Guidelines to validate the motions 'excluding public' and 'keeping agenda items confidential'.

Council process witnessed:

I was a witness at the 15 April 2025 Council meeting, in calling item 21.1 the presiding member accepted the as read agenda item put by Cllr Meziniec but neither allowed nor encouraged debate in the at that time public meeting to ensure that council and public gallery were satisfied the agenda item proposed should indeed be followed and was clearly understood. Compliance with the stated reasons in the agenda was assumed without validation, but the gallery was removed regardless.

The presiding member simply announced that the 13 persons in the public gallery had to leave for all the remaining agenda items "as they were all to be confidential".

Now it is unclear to me as a member of that gallery whether this motion was actually as recorded in the minutes or whether it was an "en block" motion. Even if it was "en block" it is invalid for items discussed or to be discussed in confidence.

Sill. the entire public gallery was firmly informed that they had to leave at that time for all the remaining items on the agenda.

I specifically requested of those staff ushering us out, firstly from the chamber and then the building, if we would be notified when the first item was concluded and the public gallery was allowed back, to be firmly advised 'no, we are exiting for all items' and were ushered downstairs, through the foyer, outside the building with the main entrance doors locked behind all 13 of us. Seemingly for good measure and message the external lights were switched off for several seconds as soon as all public was outside the building: quite a sordid farewell and I hope all members receive apologies for the wrongful treatment and advice. The public were not invited back! And many are not likely to come back. But is that not council's intent?

Serious administration error:

The staff's reference to it being for all remaining items, like the presiding member's stipulation was entirely incorrect. Every item planned to be discussed in confidence as well as all others must on completion have the meeting return to being a public meeting. I quote the LGASA guidelines to confirm this...

"If a meeting is considering multiple items that are recommended to be held in confidence then the meeting must apply sections 90(2) and 90(3) on an item-by-item basis to enable the relevant ground under section 90(3) to be applied and to ensure the meeting resolves to apply section 90 when the meeting is open to the public. This means the public must be invited to return to the meeting after the conclusion of every item that has previously been considered in confidence." and...

"The grounds under section 90(3) are deliberately limited because of the statutory premise that meetings are open to the public and the fundamental principle of transparency and accountability." and

p2

"the District Court of South Australia has noted that to satisfy the test it requires more than merely showing that there is something adverse to the public interest likely to flow from disclosure. "Rather, on balance, the factors in the public interest against disclosure must outweigh the factors in favour of disclosure."

In The Public Eye, the public interest reasons for a meeting to remain open to the public include:

- ensuring accountability;
- maintaining transparency of public expenditure;
- facilitating public participation;
- assisting public awareness; and
- allowing for the scrutiny of information.

Because there is, in my mind at least, a lack of clarity regarding whether Resolution OCM 2025/95 applied to just one or to more agenda items I accept the minutes as recorded - it is applicable to only the first "confidential" item 21.1 and so this is valid.

From this point onwards though, none of the "Keep Confidential" resolutions nor any of the motions/resolutions to "exclude the public" are valid as they were not considered in open session of council **as confirmed by the formal minutes.**

So we have the following items from the 15 April agenda with the following status and this requested review is directed to council decisions OCM 2025/100, OCM 2025/96, OCM 2025/101, OCM 2025/97, OCM 2025/102, OCM 2025/98, OCM 2025/103, OCM 2025/99, OCM 2025/104:

1)	RESOLUTION OCM 2025/95	Strategic Projects Update - decision to remove public... VALID
2)	RESOLUTION OCM 2025/100	Strategic Projects Update - decision to keep confidential: INVALID
3)	RESOLUTION OCM 2025/96	Music SA. I...decision to remove public...INVALID
4)	RESOLUTION OCM 2025/101	Music SA.- decision to keep confidential: INVALID
5)	RESOLUTION OCM 2025/97	Unmetered Electricity Supply -decision to remove public-INVALID
6)	RESOLUTION OCM 2025/102	Unmetered Electricity Supply - decision to keep confidential: INVALID
7)	RESOLUTION OCM 2025/98	Wulanda Contract Matters - decision to remove public... INVALID
8)	RESOLUTION OCM 2025/103	Wulanda Contract Matters - decision to keep confidential: INVALID
9)	RESOLUTION OCM 2025/99	Wulanda Project Update: decision to remove public...INVALID
10)	RESOLUTION OCM 2025/104	Wulanda Project Update: decision to keep to confidential: INVALID.

Council's routine abuse of 'in confidence process' requires a full investigation

I absolutely accept that my own impressions that council considers far more items in confidence than the OmbudsmanSA's guidelines of 3% maximum, (ideally < 2%) is a subjective impression, so I checked using council's own records as follows...

2023/24 total number of resolutions moved into confidence...circa 109 (council's 2023/24 annual report)

p 3

2023/24 total number of council meeting resolutions for the financial year c301 (of which c50% are indicated as procedural)

Now I do not know if council is intentionally keeping the consideration of such items from the public being self conscious of its very performance, or if it is just very sloppy meeting process, but it is apparent to most in this community that council appears to go out of its way to keep any, indeed all information on their very financially embarrassing Wulanda project away from their ratepayers. A casual observer of council would most likely support this assertion noting that there were two Wulanda items included in the above list.

And that casual observer of this council (or indeed all 24,000 of them) might say of course council will cover its Wulanda mess. Well if that and burying other possible mismanagement issues is what is happening in council meeting process to create the bizarre number of confidential items, council needs to think again because the Local Government Act addresses this viz.:

Section 90(4): In deciding to consider a matter in confidence it is irrelevant that discussion of the matter in public may –

- Cause embarrassment to the council, council committee, members or employees
- Cause a loss of confidence in the council or council committee
- Involve discussion of a controversial matter*
- Make the council susceptible to adverse criticism*

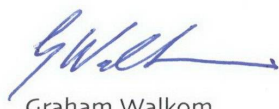
[*Added to section 90(4) by amendment commencing 31 March 2016]

In closing, I would add additional contextual comment

- a) that the bible for local government, the LGAct 1999 is very serious about councils holding meetings and their business open to the public is a fundamental requirement.
- b) This failure appears to be a serious public integrity issue for the Mount Gambier Council.
- c) It is very disappointing that neither the Presiding Member nor any councillor is able to summarise an agenda item in public session in an appropriate manner to justify going into confidence.
N.B. It is council not the staff who are required under the act to make this justification and they are neither doing it nor attempting to do it.
- d) In this instance alone, there are 5 items that council has felt must be considered 100% in confidence and kept 100% in confidence. From my experience as councillor, there are many agenda items that can be redacted and satisfy both public interest and essential confidentiality.

In the case of the items in question here, Council needs to note that the relevant documents and confidential retention of them and their meeting considerations are not now confidential and must be published directly.

Thank you for considering this requested review.



Graham Walkom

21 April 2025

18.13 RESIGNATION OF COUNCILLOR KATE AMOROSO

Author: Brittany Shelton, Manager Governance and Property
Authoriser: Sarah Philpott, Chief Executive Officer

RECOMMENDATION

1. That Council report titled 'Resignation of Councillor Kate Amoroso' as presented on Tuesday 20 May 2025 be noted.
2. That Council acknowledge the resignation of Cr Kate Amoroso, effective from 15 April 2025, and thank her for her service to the City of Mount Gambier Council and community during her years as an Elected Member.

PURPOSE

To notify Council of the resignation of Cr Kate Amoroso, related matters in accordance with the *Local Government Act 1999* (the LG Act) and *Local Government (Elections) Act 1999* (the Elections Act), and acknowledge her service.

BACKGROUND / OPTIONS

On 15 April 2025, Cr Kate Amoroso provided notice via email to the Chief Executive Officer (CEO) that she resigned from her position as Area Councillor of City of Mount Gambier, effective from 3.10pm of the same day.

Notice Requirements

The following notice was provided verbally by the CEO to the ordinary council meeting of 15 April 2025, in accordance with section 54(6) of the LG Act:

RESIGNATION - CR KATE AMOROSO

In accordance with Section 54(6) of the Local Government Act 1999, Sarah Philpott, Chief Executive Officer, informed Councillors that written advice was received from Cr Kate Amoroso today at 3:10pm advising of her resignation, effective immediately.

Cr Kate Amoroso has been an Elected Member since 2018 and on behalf of the Mayor and Councillors, the Chief Executive Officer thanked Cr Amoroso for her service to the community.

The subsequent **attached** notice was published in the Government Gazette on 1 May 2025, finalising the requisite notice obligations.

Casual Vacancy

Council may determine to have a policy not to fill a single casual vacancy in an office (other than that of the Mayor) giving effect to an exemption contained in section 6(2)(b) of the Elections Act to the filling of a single Area Councillor vacancy.

Section 54 of the LG Act sets out the circumstances in which a casual vacancy may arise in the office of a member. Sections 6 and 6A of the Elections Act set out the circumstances in which a supplementary election or recount will be held to fill a vacant office, and provides an exemption for the filling of a single vacancy (other than in the office of Mayor) during the



period greater than 12 months prior to (or since) the next (or last) election, where it is the policy of the Council that such a vacancy not be filled until the next general election.

It is the policy of the City of Mount Gambier that, where if a single casual vacancy occurs in the office of Area Councillor, such office will not be filled until the next general election unless a subsequent vacancy occurs. It is noted that pursuant to section 6(3) of the Elections Act, where two (2) or more vacancies (or a vacancy in the office of Mayor) occur more than 12 months before polling day of a periodic election or known general election, a supplementary election may still need to be held.

Accordingly, Council will not be required to fill the casual vacancy, as the current circumstances meet the relevant criteria under the [Supplementary Elections Policy](#) adopted by Council in accordance with section 6(2)(b) of the Elections Act.

Service to the Community

Cr Kate Amoroso was first elected to Council in 2018. During her time with the City of Mount Gambier she participated as a Committee Member of the following:

- Operational Standing Committee,
- Junior Sports Assistance Fund,
- People and Place Committee,
- Economic and Environment Committee,

and was also appointed to represent the City of Mount Gambier on external organisations including:

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

Cr Amoroso attended numerous community events during her time as Councillor, some of which included:

- WIBRD Breakfast for International Women's Day,
- Guides of Mount Gambier Graduation,
- What is a Yiayia Book Launch,
- Country Arts Information Session,
- Tour of the Great South Coast,
- Mount Gambier Show.

We thank Cr Amoroso for her service during her time as a Councillor of the City of Mount Gambier, and wish her all the very best.

CONCLUSION

All relevant legislative obligations and administrative activities have now been attended to, arising as a consequence of the resignation of Cr Amoroso.

Council recognise, acknowledge and thank Cr Amoroso for the years of service she has provided to the City of Mount Gambier Council and community as an Elected Member of Council.

ATTACHMENTS

1. Government Gazette Notice 1 May 2025 - Resignation of Cr Kate Amaroso [18.13.1 - 1 page]



LOCAL GOVERNMENT INSTRUMENTS

CITY OF ADELAIDE

LOCAL GOVERNMENT ACT 1999

Annual Business Plans and Budgets—Draft 2025/26 Business Plan and Budget for Public Consultation

The City of Adelaide is consulting on its Draft 2025/26 Business Plan and Budget.

Pursuant to the provisions of Section 123 of the *Local Government Act 1999*, the City of Adelaide is required to conduct public consultation on its Draft 2025/26 Business Plan and Budget before it can be formally adopted.

Included in the Draft 2025/26 Business Plan and Budget is the proposed introduction of a minimum rate, and forms part of the public consultation as per Section 151 of the *Local Government Act 1999*. The introduction of a minimum rate would be included in the City of Adelaide Rating Policy and sets a minimum rate payable by a rateable property. For 2025/26 the proposed minimum rate is \$600, which affects any property which would otherwise pay less than \$600 in rates for the 2025/26 financial year.

A copy of the Draft 2025/26 Business Plan and Budget and Draft Rating Policy will be available for inspection at the Council's principal office (25 Pirie Street, Adelaide SA 5000), and at its libraries and community centres.

For further information on the consultation process or to provide feedback you can visit ouradelaide.sa.gov.au at any time, or Council's principal office, its libraries and community centres during ordinary office hours.

Consultation is open from Tuesday, 6 May 2025.

A Public Hearing will be held during the meeting of Council on Tuesday, 27 May 2025 at 5:30pm at Adelaide Town Hall.

All submissions on the Draft 2025/26 Business Plan and Budget must be received by midnight, Tuesday, 27 May 2025.

Dated: 29 April 2025

MICHAEL SEDGMAN
Chief Executive Officer

CITY OF MOUNT GAMBIER

LOCAL GOVERNMENT ACT 1999

Resignation of Councillor

Notice is given in accordance with Section 54(6) of the *Local Government Act 1999* (SA) that a vacancy has occurred in the office of Area Councillor, due to the resignation of Councillor Kate Amoroso, effective from 15 April 2025.

Dated: 29 April 2025

SARAH PHILPOTT
Chief Executive Officer

CITY OF PORT ADELAIDE ENFIELD

Name Change

Notice is hereby given that the Council of the City of Port Adelaide Enfield at its meeting held on 13 September 2022 resolved that pursuant to Section 219(1) of the *Local Government Act 1999*, that Western Region Reserve, Port Adelaide be renamed to Yitpi Yartapuultiku.

Dated: 1 May 2025

MARK WITHERS
Chief Executive Officer

CITY OF SALISBURY

Have Your Say—Draft 2025/26 Long Term Financial Plan and Annual Business Plan (Draft LTFP and ABP)

The City of Salisbury invites feedback on its Draft 2025/26 Long Term Financial Plan and Annual Business Plan to help shape the services we provide now and in the future.

Salisbury's Draft LTFP and ABP links the annual budget, services delivered and rate levels to our City Plan and its key directions and our long-term financial projections.

The Draft LTFP and ABP helps to shape the services Council provides now and into the future to ensure Council meets the community's needs. Salisbury's Draft LTFP and ABP maintains an ambitious program of City enhancement and service delivery, while remaining committed to long-term financial sustainability to ensure we are best placed to support our community in coming years.

Feedback is welcome and can be sent to the Deputy Chief Executive Officer, PO Box 8, Salisbury SA 5108 or by email to financial.services@salisbury.sa.gov.au by Wednesday, 21 May 2025.

Verbal representation can be made by contacting Council via financial.services@salisbury.sa.gov.au or 8406 8212.

The Draft LTFP and ABP and more information about providing a submission is available at www.salisbury.sa.gov.au.

Dated: 1 May 2025

JOHN HARRY
Chief Executive Officer

18.14 CHIEF EXECUTIVE OFFICER - RESIGNATION AND RECRUITMENT

Author: Brittany Shelton, Manager Governance and Property

Authoriser: Jane Fetherstonhaugh, General Manager Corporate and Regulatory Services

RECOMMENDATION

1. That Council report titled 'Chief Executive Officer - Resignation and Recruitment' as presented on Tuesday 20 May 2025 be noted.
2. The Council notes that, by letter dated 8 May 2025, the Council's Chief Executive Officer Mrs Sarah Philpott has provided notice of her resignation in accordance with section 97(2)(a) of the Local Government Act 1999 and sought to be released from her contract of employment with the Council, effective from 1 August 2025.
3. The Council agrees to bring forward the expiry date of the employment agreement between the Council and Mrs Philpott, to 1 August 2025. This constitutes a variation to the employment contract, by mutual agreement.
4. The Council's administration is authorised to seek nominations for the independent consultant member of the CEO Selection Panel (including fee quotes or estimates) and to ensure that any such nominations are presented to the Chief Executive Officer Performance Review Committee for the purpose of establishing the CEO Selection Panel in accordance with section 98(4) and (4a) of the Local Government Act 1999.
5. The Committee be authorised to oversee all of the procedural recruitment tasks necessary to progress the selection process to the point of recommending the preferred candidate/s to the Council.
6. The Council administration be authorised to arrange for a draft contract of employment to be prepared, reflecting industry standards for Chief Executive Officers of Local Government in South Australia, in accordance with section 99 of the Local Government Act 1999, to be approved by Council. The Council authorises the Committee to negotiate terms of such contract of employment on its behalf with the preferred candidate.

PURPOSE

To acknowledge receipt of the resignation tendered by Chief Executive Officer (CEO) Sarah Philpott, and authorise the CEO Performance Review Committee to commence the necessary recruitment process in accordance with section 98 of the Local Government Act 1999 (the Act).

BACKGROUND / OPTIONS

Resignation Notice

CEO Mrs Sarah Philpott has tendered her resignation by letter dated 8 May 2025 and sought to be released from her contract of employment with the Council effective from 1 August 2025 in accordance with section 97(2)(a) of the Act.

In the interim of appointing a substantive incumbent to the role of CEO, from 1 August 2025, an Acting CEO will be appointed in accordance with section 98(2) of the Act. Such appointment will be the subject of a future report to Council.

Vacancy and Recruitment

Council will be required to fill the resulting vacancy in accordance with section 98(1) of the Act. There are several prescriptive requirements for the recruitment process to appoint a suitably qualified person to the role of CEO, including (inter alia):

- (3) For the purpose of filling a vacancy, the council must invite applications by advertising on a website determined by the council, and may take other action as the council thinks appropriate.*
- (4) The council must appoint a selection panel to assess applications for the position of chief executive officer, to recommend readvertisement or other additional steps (if necessary), and to make recommendations to the council on an appointment.*
- (4a) The council must ensure that either or both of the following applies to the process for appointing a chief executive officer under this section:*
 - (a) the council appoints at least 1 person who is not a member or employee of the council to the selection panel;*
 - (b) before making the appointment to the office of chief executive officer, the council obtains and considers the advice of a qualified independent person on the assessment of applications and recommendations on the appointment under subsection (4) (and that advice may include recommendations to the council on the appointment).*
- (5) The council makes the appointment to the office of chief executive officer.*

Chief Executive Officer Performance Review Committee

Council re-established the Chief Executive Officer Performance Review Committee (the Committee) by Council resolution dated 29 November 2022. The Terms of Reference for the conduct and business of the Committee were most recently approved and adopted by the City of Mount Gambier at its meeting held on 18 February 2025. Amongst other functions, the Committee has a role in the following:

- 4.4 Where recruitment for the position of CEO is undertaken, establish a selection panel including at least one independent member (a person who is not a member or employee of the council) to undertake the recruitment process in accordance with section 99(4a) of the Act.
- 5.1.7 Establishing a CEO selection panel to undertake requisite recruitment.
- 5.2 In support of the Committee's role, the Council will appoint independent human resource management specialist support (including a Qualified Independent Person) to assist with undertaking performance reviews and/or recruitment, to provide advice as required by ss 98 and 102A of the Act.
- 6.1 The Committee is an advisory committee and, with the exception of procurement for the purposes of 4.3 and 5.2 in accordance with 6.2, has no power or authority to make delegated decisions on Council's behalf.
- 6.2 The Committee has the power and authority to determine the necessary engagement of independent person(s) and/or specialist consultancy services under 4.3 and 5.2 in accordance with Council's Procurement Policy. The Committee will be provided such administrative support as required to facilitate such engagement.

In order to assist Council in undertaking its obligations under section 98 of the Act, the Committee may be authorised to undertake the following:



1. Oversee a Request for Quote (RFQ) process in accordance with Council's Procurement Policy to appoint a suitably qualified independent person (being an appropriate HR consultant with relevant experience) in accordance with section 98(7),
2. Make a recommendation to Council for the appointment of a suitably qualified independent person, and
3. Establish a CEO Selection Panel (which may be undertaken by the Committee itself, so long as the additional requirements under section 4a of the Act are met).

Under the advice of a suitably qualified and experience HR consultant, the Committee will be responsible for facilitating the recruitment process, including:

- Establishing a recruitment timetable with key activities / deadlines,
- Evaluation of the HR consultant proposals and making a recommendation to Council for appointment,
- Considering and approving recommendation from HR consultant of an appropriate Position Description, Selection Criteria and Interview Questions in accordance with section 99 of the Act,
- Considering and approving recommendation from HR consultant of appropriate advertising which meets the requirements under section 98(3) of the Act,
- Considering and approving recommendation from HR consultant of shortlisting applicants,
- Conducting interviews (multiple rounds with various stakeholders),
- Recommendation report from HR consultation reviewed by Committee and then presented to Council for consideration,
- Council to appoint preferred applicant.

The above is intended to provide an overview / guideline for the recruitment process, granting the Committee flexibility in managing / overseeing the process and reducing the need for Council approval on every decision, but is not intended to be a prescriptive approval / formal direction. While this aims to expedite the process, the Committee remains obligated to report its decisions and progress on the recruitment to Council, and Council will remain the approval body for final decisions which are not of an operational / procedural nature.

CONCLUSION

In order to assist Council in undertaking its obligations under section 98 of the Act, it is recommended that the Chief Executive Officer Performance Review Committee be authorised to undertake:

- Oversee a Request for Quote (RFQ) process in accordance with Council's Procurement Policy to appoint a suitably qualified independent person (being an appropriate HR consultant with relevant experience) in accordance with section 98(7),
- Make a recommendation to Council for the appointment of a suitably qualified independent person, and
- Establish a CEO Selection Panel (which function may be undertaken by the Committee itself, so long as the additional requirements under section 4a of the Act are met).

ATTACHMENTS

1. Terms of Reference Chief Executive Officer CEO Performance Review Committee [18.14.1 - 6 pages]



Chief Executive Officer Performance Review Committee

TERMS OF REFERENCE

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

The Chief Executive Officer Performance Review Committee was re-established by Council resolution dated 29 November 2022.

Terms of Reference for the conduct of the business of the Chief Executive Officer Performance Review Committee were approved and adopted by the City of Mount Gambier at its meeting held on 18 February 2025.

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Chief Executive Officer Performance Review Committee

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1. NAME

- 1.1 The name of the Committee shall be the Chief Executive Officer (CEO) Performance Review Committee (in these Terms of Reference referred to as "the Committee").

2. INTERPRETATION

- 2.1 For the purpose of these Terms of Reference, unless inconsistent with the subject matter or context:
- 2.1.1 "**Act**" means the *Local Government Act 1999* and includes all Regulations and Schedules and successor legislation.
 - 2.1.2 "**Committee**" means the Committee of Council established pursuant to clause 3.
 - 2.1.3 "**Committee Member**" means the persons appointed by the Council to the Committee pursuant to clause 7.
 - 2.1.4 "**Council**" means the City of Mount Gambier that established the Committee and to which the Committee reports.
 - 2.1.5 "**Employment Agreement**" means the employment agreement between the City of Mount Gambier and the Chief Executive Officer, which came into effect on 15th June 2021 or any successor agreement.
 - 2.1.6 "**Member Behavioural Standards**": means the standard published in the Gazette by the Minister in accordance with Section 75E of the Act.
 - 2.1.7 "**Presiding Member of the Committee**" means the person appointed to that position pursuant to clause 8.
 - 2.1.8 "**Observers**" means those persons attending any meeting of the Committee of Council, but not having a vote on any matter to be determined by the Committee and not having been appointed as Committee Members.
 - 2.1.9 "**Qualified Independent Person**" has the same meaning as in ss 98(7) and 102A(3) of the Act.
 - 2.1.10 "**Regulations**" means the *Local Government (Procedures at Meetings) Regulations 2013*.
- 2.2 Any words, phrases or terms used in these Terms of Reference that are defined in the Act shall have the same meaning as are given in the Act.
- 2.3 A reference in these Terms of Reference to a "singular" includes a reference to the "plural" and a reference to a "plural" includes a reference to the "singular".
- 2.4 These Terms of Reference shall be interpreted in line with the provisions of the Act.

3. ESTABLISHMENT

- 3.1 The Chief Executive Officer Performance Review Committee is established under Section 41 of the Local Government Act 1999.

4. PURPOSE

The Committee's purpose and function includes:

- 4.1 In conjunction with the CEO, is to establish relevant performance objectives for the CEO and for the Committee to undertake the annual formal review of the performance of the CEO against those performance criteria, including as specified within the Employment Agreement.
- 4.2 Upon the completion of the performance review process, to undertake an annual review of the CEO's remuneration in accordance with the Employment Agreement.
- 4.3 To obtain and consider the advice of a Qualified Independent Person in accordance with s102A of the Act and utilise independent human resource management specialist support as determined appropriate by the Committee to support the effective conduct of the reviews in 4.1 and 4.2.

- 4 -

- 4.4 Where recruitment for the position of CEO is undertaken, establish a selection panel including at least one independent member (a person who is not a member or employee of the council) to undertake the recruitment process in accordance with section 99(4a) of the Act.

5. ROLE AND RESPONSIBILITIES

- 5.1 To provide advice to Council on the CEO's performance and development, including the following matters:
- 5.1.1 Reviewing the CEO's performance over the preceding 12 month performance period, in particular the performance against the agreed performance targets, Employment Agreement and position description requirements.
 - 5.1.2 Monitoring the progress on the CEO's agreed performance targets for the current 12 month performance period.
 - 5.1.3 Determining performance targets for the forthcoming 12 month performance period.
 - 5.1.4 Identifying development opportunities for the CEO.
 - 5.1.5 Reviewing the remuneration and conditions of employment of the CEO.
 - 5.1.6 Making recommendations to Council on any review of the Employment Agreement.
 - 5.1.7 Establishing a CEO selection panel to undertake requisite recruitment.
- 5.2 In support of the Committee's role, the Council will appoint independent human resource management specialist support (including a Qualified Independent Person) to assist with undertaking performance reviews and/or recruitment, to provide advice as required by ss 98 and 102A of the Act.

6. DELEGATED POWERS

- 6.1 The Committee is an advisory committee and, with the exception of procurement for the purposes of 4.3 and 5.2 in accordance with 6.2, has no power or authority to make delegated decisions on Council's behalf.
- 6.2 The Committee has the power and authority to determine the necessary engagement of independent person(s) and/or specialist consultancy services under 4.3 and 5.2 in accordance with Council's Procurement Policy. The Committee will be provided such administrative support as required to facilitate such engagement.

7. MEMBERSHIP OF COMMITTEE

- 7.1 Membership of the Committee will be comprised of up to five Elected Members comprising the Mayor (Presiding Member of the Committee), Deputy Mayor, and up to three other elected members of Council appointed by Council resolution.

8. PRESIDING MEMBER OF THE COMMITTEE

- 8.1 The Mayor will be the Presiding Member of the Committee.
- 8.2 If the Presiding Member of the Committee is absent from a meeting, then a member of the Committee chosen from those present will preside at the meeting until the Presiding Member is present.
- 8.3 The role of the Presiding Member of the Committee includes:
- 8.3.1 overseeing and facilitating the conduct of meetings in accordance with the Act; and the Regulations.
 - 8.3.2 ensuring all Committee members have an opportunity to participate in discussions in an open and encouraging manner.
 - 8.3.3 in conjunction with an administrative delegate, procure the services of a Qualified Independent Person and (if determined appropriate by the Committee) specialist consulting services to support the Committee in fulfilling its purpose, role and responsibilities.

9. COMMITTEE RECOMMENDATIONS

- 5 -

- 9.1 The minutes and recommendations of Committee meetings will be included in the agenda papers of the next ordinary (or special – as appropriate) meeting of the Council.
- 9.2 The Committee shall make whatever recommendations to the Council it deems appropriate on any area within its terms of reference where in its view action or improvement is needed.

10. MEETING PROCEDURES

- 10.1 Meeting procedure for the Committee are as set out in the Act and Regulations.
- 10.2 A quorum shall be half the membership of the Committee, ignoring any fraction, plus one.
- 10.3 All decisions shall be made on the basis of a majority of the Committee Members present.

11. FREQUENCY OF MEETINGS

- 11.1 The Committee shall meet at appropriate times and places as determined by the Presiding Member of the Committee and, at least, annually. A special meeting of the Committee may be called in accordance with the Act.
- 11.2 Actions undertaken in calling meetings and their frequency will be consistent with the Act, Regulations and Employment Agreement.

12. NOTICE OF MEETINGS

- 12.1 Notice of the meetings of the Committee will be given in accordance with the Act, Regulations and Employment Agreement.

13. PUBLIC ACCESS TO MEETINGS & DOCUMENTS

- 13.1 Members of the public are able to attend all meetings of the Committee, unless excluded by order of the Committee, made under the confidentiality provisions of the Act.
- 13.2 Members of the public have access to all documents relating to the Committee unless withheld by order of the Committee or Council under the confidentiality provisions of the Act.

14. MINUTES OF MEETINGS

- 14.1 Minutes shall be kept of all meetings of the Committee in accordance with the Act.

15. CONDUCT AND DISCLOSURE OF INTERESTS

- 15.1 Members of the Committee must comply with the conflict of interest provisions of the Act.
- 15.2 Members of the Committee must comply with the Member Behavioural Standards and Chapter 5 Part 4 of the Act relating to member integrity and behaviour.

16. LIABILITY OF THE COMMITTEE

- 16.1 A liability incurred by the Committee rests against Council.
- 16.2 No liability attaches to a Committee Member for an honest act or omission by that Committee Member in the performance or discharge, or purported performance or discharge, of the Committee Member's or the Committee's functions or duties.
- 16.3 All Committee Members are bound by the Member Behavioural Standards.

17 AMENDMENTS TO TERMS OF REFERENCE

- 17.1 It will be lawful for the Council by resolution to revoke, vary or add to any of the provisions of these terms of reference for the Committee at its own discretion within the parameters of the Act, the Employment Agreement and any other relevant statutory provisions.
- 17.2 Notwithstanding 17.1 hereof before the Council resolves to revoke, vary or add to any of the provisions of these terms of reference for the Committee it may, but will be under no obligation, to obtain the opinion of the Committee and the CEO.

- 6 -

18. INTERPRETATION OF TERMS OF REFERENCE

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

19. OTHER MATTERS

- 19.1 The Committee shall:
- 19.1.1 have access to reasonable resources in order to carry out its duties, recognising the constraints within the Council's Budget.
 - 19.1.2 give due consideration to laws and regulations, including the Act and relevant employment law.
 - 19.1.3 seek independent human resource support and advice to enable it to comply with its responsibilities set out in the Employment Agreement.
 - 19.1.4 where the Committee is required to act jointly with or to obtain the concurrence of the CEO in the performance of its functions, the Council expects that both parties will negotiate and consult in good faith to achieve the necessary objectives.
- 19.2 The CEO will provide administrative support for the purposes of co-ordination and preparation of agendas and reports for and minutes of Committee meetings and as a point of contact for all Committee members.
- 19.3 The General Manager Corporate and Regulatory Services or delegate will provide notices and issue the agendas for the Committee meetings.
- 19.4 Subject to the provisions of the Act the Council may cease the operation of the Committee and the Committee may, in conjunction with the CEO, make such recommendation to the Council on the completion of its function.

20. NOTICES

- 20.1 All communication to be given to the Committee shall be addressed to:
- City of Mount Gambier Chief Executive Officer Performance Review Committee
PO Box 56
MOUNT GAMBIER SA 5290
Email: city@mountgambier.sa.gov.au

19 MOTIONS WITH NOTICE

19.1 MOUNT GAMBIER AIRPORT - SECURITY SCREENING COSTS

I, Councillor Paul Jenner, give notice that at the next Ordinary Meeting of Council to be held on Tuesday 20 May 2025, I intend to move the following motion:

MOTION

1. That Council report titled 'Mount Gambier Airport – Security Screening' as presented on Tuesday 20 May 2025 be noted.
2. Council write to the following government officials:
 - Premier of South Australia
 - Minister for Infrastructure, Transport, Regional Development
 - Minister for Local Government
 - Minister for Trade and Tourism
 - Member for Barker,
 - Minister for Primary Industries and Regional Development
 - Minister for Tourism
 - Member for Mount Gambier
 - Member for MacKillop and
 - Shadow Minister for Transport and Infrastructure, Regional Roads and Government Accountabilityadvocating for their support for regional airports, to share the costs associated with security screening between all passengers in Australia.

RATIONALE

Mount Gambier airport passengers face a \$90 fare hike once security screening requirements are introduced with the airport nearing passenger number thresholds that will trigger mandatory screening. A media article advised that the District Council of Grant have advised that security screening will cost in excess of 1.5 million and a further \$300,000 per year. The increased flights costs of \$90 risk making the airport unsustainable with the impact of increased ticket prices substantially reducing affordability.

Fifteen per cent of the overall Australian market for air travel is regional flying. Regional passengers pay significantly more per flight for security screening than our city counterparts. Port Lincoln Airport, passengers pay around \$15 per ticket, \$45 at Whyalla, and as soon will be the case \$90 at Mount Gambier, yet passengers in Sydney pay only 70 cents.

Whyalla airport saw a significant drop in ticketing from 1500 per week to 900, with Rex Airlines halting services to Whyalla. A reduction in flights to Mount Gambier would impact on critical services provided to our region.

In the lead up to the Federal Election, some candidates proposed the introduction of a bill to share the costs of security screening between all passengers in Australia. This regime where passengers pay a levy for security screening costs, and that levy is used to fund the security screening costs all around the country would make it sustainable for all Australians. This bill might see City passengers increase from 70 cents to \$1, but regional passengers, reduce from \$90 to \$1.

There is a substantial need for more support for regional airports and we need to see a more sustainable commitment of funding and support for our regional airfields.



I commend this Notice of Motion to Council.

ATTACHMENTS

Nil



20 URGENT MOTIONS WITHOUT NOTICE

21 CONFIDENTIAL ITEMS OF COMMITTEES

Nil

22 NEW CONFIDENTIAL ITEMS

Nil

22.1 SUPPLY AND DELIVERY OF ROAD CONSTRUCTION AGGREGATES

CONSIDERATION FOR EXCLUSION OF THE PUBLIC

Pursuant to section 90(2) of the Local Government Act 1999 the Council orders that all members of the public, except the Mayor, Councillors and (Council Officers) be excluded from attendance at the meeting for the receipt and consideration in confidence of Supply and Delivery of Road Construction Aggregates.

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

- (b) information the disclosure of which -
 - (i) could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting, or proposing to conduct, business, or to prejudice the commercial position of the council; and
 - (ii) would, on balance, be contrary to the public interest.
- (k) tenders for the supply of goods, the provision of services or the carrying out of works

The Council is satisfied that the principle that the meeting be conducted in a place open to the public has been outweighed in the circumstances because the information to be discussed in this item relates to the award of a tender and negotiation of the subject contract between Council and the successful tenderer, the disclosure of which may prejudice Council's ability to achieve best value for money on behalf of the community.

CONSIDERATION FOR KEEPING ITEMS CONFIDENTIAL

1. In accordance with Sections 91(7) and 91(9) of the Local Government Act 1999 the Council orders that the report Supply and Delivery of Road Construction Aggregates and its attachments, resolution/s and minutes arising from the report, having been considered by the Council in confidence under:

- (b) information the disclosure of which -
 - (i) could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting, or proposing to conduct, business, or to prejudice the commercial position of the council; and
 - (ii) would, on balance, be contrary to the public interest.
- (k) tenders for the supply of goods, the provision of services or the carrying out of works

be kept confidential and not available for public inspection until 12 months after the execution of the contract, with the name of the successful tenderer and value of the contract to be disclosed upon execution.

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



22.2 VANSITTART PARK - FACILITY PLANNING AND PARTNERSHIP

CONSIDERATION FOR EXCLUSION OF THE PUBLIC

Pursuant to section 90(2) of the Local Government Act 1999 the Council orders that all members of the public, except the Mayor, Councillors and (Council Officers) be excluded from attendance at the meeting for the receipt and consideration in confidence of Vansittart Park - Facility Planning and Partnership.

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

- (d) commercial information of a confidential nature (not being a trade secret) the disclosure of which -
- (i) could reasonably be expected to prejudice the commercial position of the person who supplied the information, or to confer a commercial advantage on a third party; and
- (ii) would, on balance, be contrary to the public interest.
- (k) tenders for the supply of goods, the provision of services or the carrying out of works

The Council is satisfied that the principle that the meeting be conducted in a place open to the public has been outweighed in the circumstances because the information contained within the report and attachments presents matters relating to commercial contractual matters, including tenders for service, the disclosure of which could reasonably be expected to prejudice the commercial position of Council or the third parties and is considered on balance to be contrary to the public interest as it could prejudice the Council's position in obtaining best value outcomes on behalf of the community.

CONSIDERATION FOR KEEPING ITEMS CONFIDENTIAL

1. In accordance with Sections 91(7) and 91(9) of the Local Government Act 1999 the Council orders that the report Vansittart Park - Facility Planning and Partnership and its attachments, resolution/s and minutes arising from the report, having been considered by the Council in confidence under:

- (d) commercial information of a confidential nature (not being a trade secret) the disclosure of which -
- (i) could reasonably be expected to prejudice the commercial position of the person who supplied the information, or to confer a commercial advantage on a third party; and
- (ii) would, on balance, be contrary to the public interest.
- (k) tenders for the supply of goods, the provision of services or the carrying out of works

be kept confidential and not available for public inspection until Council resolves to either endorse or abandon the proposal contained within the report, with the subject report, resolutions and minutes only to be released as soon as practical following consideration by Council and the attachments including the relevant architect's fee proposal to remain confidential until 12 months after the completion of the construction stage of the project.

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



23 MEETING CLOSE

24 ATTACHMENT - PREVIOUS COUNCIL MINUTES 15/04/2025





MINUTES

Ordinary Council Meeting

Tuesday 15 April 2025



Minutes of City of Mount Gambier Ordinary Council Meeting held at:

Time: 6:00 pm

Date: Tuesday 15 April 2025

Location: Council Chamber - Civic Centre
10 Watson Terrace, Mount Gambier

City of Mount Gambier
Ordinary Council Meeting Minutes

15 April 2025

PRESENT: Mayor Lynette Martin (OAM)
Cr Max Bruins
Cr Paul Jenner
Cr Josh Lynagh
Cr Sonya Meziniec
Cr Frank Morello
Cr Jason Virgo

OFFICERS IN ATTENDANCE:	Chief Executive Officer	- Mrs S Philpott
	General Manager City Infrastructure	- Ms B Cernovskis
	General Manager Corporate and Regulatory Services	- Mrs J Fetherstonhaugh
	General Manager People, Place and Liveability	- Mr C White
	Manager Governance and Property	- Ms B Shelton
	Manager Economy, Strategy and Engagement	- Mrs B Shearing
	Media and Communications Coordinator	- Ms S McLean
	Executive Administrator	- Ms S Wilson

1 ACKNOWLEDGEMENT OF COUNTRY

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

2 APOLOGIES

Nil

RESOLUTION OCM 2025/77

Moved: Cr Paul Jenner

Seconded: Cr Jason Virgo

That the apology from Cr Mark Lovett be received.

CARRIED

RESIGNATION - CR KATE AMOROSO

In accordance with Section 54(6) of the Local Government Act 1999, Sarah Philpott, Chief Executive Officer, informed Councillors that written advice was received from Cr Kate Amoroso today at 3:10pm advising of her resignation, effective immediately.

Cr Kate Amoroso has been an Elected Member since 2018 and on behalf of the Mayor and Councillors, the Chief Executive Officer thanked Cr Amoroso for her service to the community.

3 LEAVE OF ABSENCE

Nil



4 CONFIRMATION OF COUNCIL MINUTES

4.1 CONFIRMATION OF COUNCIL MINUTES

RESOLUTION OCM 2025/78

Moved: Cr Sonya Meziniec

Seconded: Cr Max Bruins

That the minutes of the Ordinary Council Meeting held on 18 March 2025 be confirmed as an accurate record of the proceedings of the meeting.

CARRIED

5 MAYORAL REPORT

5.1 MAYORAL REPORT - APRIL 2025

- Photo at the Railway Lands – E-Scooter Expression of Interest media release
- LCLGA Mayors catch-up (virtual)
- Photo at the Mount Gambier Regional Airport with District Council of Grant Mayor – joint ALGA motion media release
- Fortnightly meetings with media and communications team
- 2025 Mount Gambier Gold Cup
- Introductory meeting with Peta Crewe – UniSA Regional Manager
- Weekly meetings with CEO
- LGA Webinar: Impact of drought on businesses and communities
- CEO Performance Review Committee
- Confidential Elected Member Briefing – Electricity
- Confidential Elected Member Briefing – Strategic Projects Update
- ABC Radio interview – eScooters Expression of Interest
- Regional SAROC Meeting – Whyalla (including tour of City of Whyalla region)
- Regional LGA Board Meeting – Whyalla
- Citizenship Ceremony
- Confidential Elected Member Briefing – Operational Update – Music SA
- Confidential Elected Member Briefing – Strategic Property Development
- Confidential (in part) Elected Member Briefing – Operational Update
- Catch up with Colin Byles, LCLGA Executive Officer
- Audit and Risk Committee Pre-Meeting Workshop – ESCOSA and Internal Financial Controls
- Audit and Risk Committee Meeting
- LCLGA Mayors catch-up (virtual)
- Confidential Meeting – unsolicited proposal, with CEO Sarah Philpott and General Manager People, Place and Liveability
- SA Planning Commission – Limestone Coast Regional Plan – Council and Elected Members Briefing Session
- Photo at Frew Park – SANFL Gather Round
- Opening Night of the Alliance Française French Film Festival – The Count of Monte Cristo
- LCLGA General Meeting
- Mount Gambier Greyhound Racing Club 2025 Mount Gambier Cup



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Ordinary Council Meeting Minutes

15 April 2025

- Luncheon with Her Excellency the Governor, the Honourable Frances Adamson AC (with CEO Sarah Philpott and District Council of Grant Mayor and CEO)
- Elected Member Briefing – Budget Workshop 3
- Meeting with Minister Emily Bourke, Jeff Swann, MFS Chief Officer and Dylan Faber, MFS Station Officer (with CEO Sarah Philpott)
- Riddoch Strategic Plan – Public Consultation Session
- SA Volunteer Fire Fighters Museum – 10th Anniversary Memorial Service (Naracoorte)
- UniSA Creating Adelaide University Lunch

RESOLUTION OCM 2025/79

Moved: Mayor Lynette Martin
Seconded: Cr Jason Virgo

That the Mayoral Report be received.

CARRIED

6 REPORTS FROM COUNCILLORS

6.1 REPORTS FROM COUNCILLORS

Cr Josh Lynagh	Citizenship Ceremony, LCLHN Excellence Awards, French Film Festival Opening Night, Launch of the Australian HPV Super Series, Red Shield Appeal Concert, SummerSalt Festival, Fantasy Medieval Fair.
Cr Sonya Mezinac	2025 Adelaide University Australian HPV Super Series Launch, Race Start Mount Gambier 8 hour Pedal Prix, Limestone Coast Regional Plan - Council and Elected Members Briefing Session, Opening Night French Film Festival, Pioneers Quiz night.
Cr Frank Morello	Australian Citizenship Ceremony, Exhibition opening of the Woodcutter and Wood Work at the Riddoch Arts and Cultural Centre, Limestone Coast Regional Plan online session.

RESOLUTION OCM 2025/80

Moved: Cr Paul Jenner
Seconded: Cr Josh Lynagh

That the reports made by Councillors be received.

CARRIED

7 QUESTIONS WITH NOTICE

Nil



8 QUESTIONS WITHOUT NOTICE

Nil resolved.

9 PETITIONS

Nil

10 DEPUTATIONS

Nil

11 NOTICE OF MOTION TO REVOKE OR AMEND

Nil

12 ELECTED MEMBERS INFORMATION BRIEFING SESSIONS

RESOLUTION OCM 2025/81

Moved: Cr Sonya Meziniec

Seconded: Cr Max Bruins

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

CARRIED

13 ELECTED MEMBERS TRAINING AND DEVELOPMENT

Nil

14 AUDIT AND RISK COMMITTEE

14.1 MINUTES OF AUDIT AND RISK COMMITTEE HELD ON 2 APRIL 2025

RESOLUTION OCM 2025/82

Moved: Cr Paul Jenner

Seconded: Cr Frank Morello

Council receive and note the minutes of the Audit and Risk Committee meeting held on 2 April 2025.

CARRIED



15 CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW COMMITTEE

15.1 CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW COMMITTEE HELD ON 25 MARCH 2025

RESOLUTION OCM 2025/83

Moved: Cr Sonya Mezinec

Seconded: Cr Josh Lynagh

Council receive and note the minutes of the Chief Executive Officer Performance Review Committee meeting held on 25 March 2025.

CARRIED

16 JUNIOR SPORTS ASSISTANCE FUND COMMITTEE

16.1 JUNIOR SPORTS ASSISTANCE FUND COMMITTEE HELD ON 3 APRIL 2025

RESOLUTION OCM 2025/84

Moved: Cr Josh Lynagh

Seconded: Cr Paul Jenner

Council receive and note the minutes of the Junior Sports Assistance Fund Committee meeting held on 3 April 2025.

CARRIED

17 BUILDING FIRE SAFETY COMMITTEE

Nil



18 COUNCIL REPORTS

18.1 GRANTS AND SPONSORSHIP PROGRAM 2024/2025 - ROUND 2

RESOLUTION OCM 2025/85

Moved: Cr Josh Lynagh

Seconded: Cr Sonya Meziniec

1. That Council report titled 'Grants and Sponsorship Program 2024/2025 - Round 2' as presented on Tuesday 15 April 2025 be noted.
2. That \$57,453 cash plus \$10,462 in kind be endorsed for distribution for Round Two of the 2024/2025 Grants and Sponsorship program.

CARRIED

18.2 COMMUNITY RENEWABLES PROGRAM

RESOLUTION OCM 2025/86

Moved: Cr Max Bruins

Seconded: Cr Frank Morello

1. That Council report titled 'Community Renewables Program' as presented on Tuesday 15 April 2025 be noted.
2. That Council approve participation in the Community Renewables Program provided by ShineHub for a period of three years.
3. That the CEO, or delegate, be authorised to negotiate and approve the Community Solar Program Agreement with ShineHub.

CARRIED

18.3 SUBMISSION - SELECT COMMITTEE ON SHORT STAY ACCOMMODATION SECTOR

RESOLUTION OCM 2025/87

Moved: Cr Sonya Meziniec

Seconded: Cr Jason Virgo

1. That Council report titled 'Submission - Select Committee on Short Stay Accommodation Sector' as presented on Tuesday 15 April 2025 be noted.

2. That Council authorise administration to provide the submission for the consideration of the Select Committee of the Legislative Council for the short stay accommodation sector by Friday 2 May 2025.
3. That Council authorises the Chief Executive Officer to make any small amendments that may arise that can strengthen the submission for Mount Gambier.

CARRIED

Pursuant to Section 74 of the Local Government Act 1999, Cr Josh Lynagh disclosed a general conflict of interest in Item 18.4.

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

Nature of Interest:

The motion leads to a letter to be written to the Minister for Primary Industries and Regional Development who I work for.

Intention to Participate:

I intend to stay in the meeting and vote on the matter. I will not move or second the motion or engage in discussion or debate.

Reason for Participating:

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

In accordance with Section 75B of the Local Government Act 1999 Cr Lynagh remained in the meeting for Item 18.4.

18.4 PROVISION OF INFRASTRUCTURE - SEWER AND WATER FOR DEVELOPMENTS

RESOLUTION OCM 2025/88

Moved: Cr Paul Jenner

Seconded: Cr Max Bruins

1. That Council report titled 'Provision of Infrastructure - Sewer and Water for developments' as presented on Tuesday 15 April 2025 be noted.
2. Council write to the Premier of South Australia, Treasurer of South Australia, the Minister for Climate, Environment and Water, the Minister for Housing Infrastructure, the Minister for Housing and Urban Development, the Minister for Infrastructure and Transport, the Minister for Local Government, the Minister for Planning, the Minister for Primary Industries and Regional Development, the Minister Workforce and Population Strategy, the Member for Mount Gambier and

the Shadow Minister for Transport and Infrastructure, Regional Roads and Government Accountability, with the following topics:

- (a) Council welcomes the development and release by the State Government of the draft Limestone Coast Regional Plan, amongst the suite of regional plans for South Australia. In particular, Council acknowledges the projected areas of expected population, housing and employment growth.
- (b) Council also highlights and supports the recognition of the need to evaluate the most effective and fit for purpose infrastructure mechanism for projects.
- (c) The draft Limestone Coast Regional Plan identifies opportunities for growth and the number of additional houses required to accommodate the projected population increase.
- (d) Throughout the development of the draft Limestone Coast Regional Plan, Council has identified:
 - (i) Opportunities for medium to higher density infill development.
 - (ii) Opportunities for greenfield development.
 - (iii) Concerns the existing water and sewer networks are not able to accommodate current developments.
 - (iv) Concerns regarding the capacity of the existing water and sewer networks to accommodate for future growth.
 - (v) The need for SA Water to actively engage in the regional planning process.
 - (vi) Concerns regarding inadequate protections in place for the Blue Lake Catchment Zone.
- (e) Council is aware there has been an analysis of the water and sewer network for the City of Mount Gambier. Council has not been provided with access to this information and is unable to consider this when identifying future growth opportunities for the City.
- (f) Council wishes to provide meaningful comments and input into the Limestone Coast Regional Plan, including the identification of future greenfield growth developments and opportunities for medium to high density infill developments, to provide a level of certainty for developers.
- (g) Council is seeking clarification of the following:
 - (i) The input and participation of infrastructure providers in the Regional Planning process.
 - (ii) The status of the existing water and sewer infrastructure with the City of Mount Gambier and the potential areas of concerns so appropriate consideration can be given to the identification of future growth opportunities within the Regional Plan.
 - (iii) Whether the State Government has an asset management plan which identifies the cost of maintaining the existing water and sewer system, and the investment required to facilitate the projected growth.
 - (iv) If there are alternative infrastructure schemes proposed to accommodate the projects growth scenarios for the region as well as the City of Mount Gambier as proposed in the Regional Plan.

CARRIED

Having participated in the meeting for Item 18.4 Cr Lynagh voted in favour of the motion.

18.5 COMMUNITY LAND REVOCATION AND SALE OF LAND - JUBILEE HIGHWAY WEST, SUTTONTOWN

RESOLUTION OCM 2025/89

Moved: Cr Max Bruins

Seconded: Cr Jason Virgo

1. That Council report titled 'Community Land Revocation and Sale of Land - Jubilee Highway West, Suttontown' as presented on Tuesday 15 April 2025 be noted.
2. Hereby revokes the community land status over the land parcel described as Allotment 212, Deposited Plan 125742, Jubilee Highway West, Suttontown contained in Certificate of Title Volume 6250 Folio 283 (the subject land) in accordance with section 194(3)(b) of the Local Government Act 1999.
3. Hereby determines to dispense with the requirement to obtain an independent valuation of the subject land, noting market value is likely to be an inappropriate indication of the value of land, given its unique nature.
4. Authorise the Chief Executive Officer or their delegate to negotiate and enter into a formal agreement with Steeline Mount Gambier (the purchaser) for the transfer of land described as Allotment 212, Deposited Plan 125742, Jubilee Highway West, Suttontown contained in Certificate of Title Volume 6250 Folio 283 (the subject land), subject to the following conditions:
 - (a) The purchaser pay consideration in the sum of \$1,235.40 for the subject land.
 - (b) The purchaser to be responsible for all associated costs, in accordance with Council's Disposal of Land and Assets Policy.
 - (c) That the purchaser be required to retain the landscaping and vegetation screening, or other suitable alternative landscaping and vegetation screening, to ensure an audio and visual buffer for road users of Jubilee highway West is maintained.
 - (d) That the purchaser be required to amalgamate the subject land into the existing Certificates of Title for the adjoining land.
 - (e) That where necessary, Easements for relevant infrastructure be included in the transfer.

CARRIED



18.6 BY-LAW REVIEW

RESOLUTION OCM 2025/90

Moved: Cr Sonya Meziniec

Seconded: Cr Frank Morello

1. That Council report titled 'By-Law Review' as presented on Tuesday 15 April 2025 be noted.
2. That having due regard to the requirements under Chapter 12, Part 1 of the *Local Government Act 1999* (the Act), the Council hereby endorse the proposed By-Laws for community consultation in accordance with the Community Consultation and Engagement Policy - P195 and section 249 of the Act:
 - (a) By-Law No. 1 Permits and Penalties;
 - (b) By-Law No 2. Local Government Land;
 - (c) By-Law No 3. Roads;
 - (d) By-Law No. 4 Moveable Signs;
 - (e) By-Law No. 5 Dogs;
 - (f) By-Law No. 6 Cats.

CARRIED

18.7 PRIVATE PARKING AREAS POLICY

RESOLUTION OCM 2025/91

Moved: Cr Max Bruins

Seconded: Cr Josh Lynagh

1. That Council report titled 'Private Parking Areas Policy' as presented on Tuesday 15 April 2025 be noted.
2. That Council hereby endorse and adopt the Private Parking Areas Policy as presented in accordance with section the Private Parking Areas Act 1986.

CARRIED



18.8 ASSET ACCOUNTING POLICY

RESOLUTION OCM 2025/92

Moved: Cr Paul Jenner

Seconded: Cr Jason Virgo

1. That the Council report titled 'Asset Accounting Policy' as presented on Tuesday 15 April 2025 be noted.
2. That Council do not amend Asset Accounting Policy at this time, and instead hold a brief workshop to explore the implications of using the Consumer Price Index (CPI) as a basis for incremental asset revaluations.
3. That the Chief Executive Officer or Delegate be authorised to make any necessary updates to the draft policy arising from the outcomes of the workshop, including typographical corrections, amendments to position or organisation titles, and formatting, provided such changes do not materially alter the intent or substance of the document.

CARRIED

18.9 AUDIT AND RISK COMMITTEE MEETING REPORT

RESOLUTION OCM 2025/93

Moved: Cr Paul Jenner

Seconded: Cr Sonya Meziniec

1. That the Council report titled 'Audit and Risk Committee Meeting Report' as presented on Tuesday 15 April 2025 be noted.
2. That the Council notes the report provided by the Audit and Risk Committee, summarising the work of the Committee in the lead up to its meeting, held on April 2, 2025.
3. That the Council notes that a report will be provided at the conclusion of each Audit and Risk Committee meeting summarising any work of the Committee since the last meeting, including the outcomes and discussion from workshops and the meetings themselves.

CARRIED



18.10 AUDIT AND RISK COMMITTEE - REVIEW OF INDEPENDENT MEMBER SITTING FEES

RESOLUTION OCM 2025/94

Moved: Cr Paul Jenner

Seconded: Cr Jason Virgo

1. That Council report titled 'Audit and Risk Committee - Review of Independent Member Sitting Fees' as presented on Tuesday 15 April 2025 be noted.
2. The Council recognises the important role of the Audit and Risk Committee and that Independent sitting fees be amended as follows:
 - (a) The sitting fees for the ordinary meetings inclusive of any workshop immediately adjacent the ordinary meeting of the Audit and Risk Committee be increased to:
 - (i) Independent Presiding Member \$550.00
 - (ii) Other Independent Members \$400.00
 - (a) The sitting fees for any special meeting inclusive of any workshop immediately adjacent the special meeting or for any special workshop not associated with a meeting of the Audit and Risk Committee be increased to:
 - (iii) Independent Presiding Member \$300.00
 - (iv) Other Independent Members \$200.00
 - (a) The sitting fees noted at items 2(a)(b) of this recommendation are exclusive of any superannuation contributions required under the Superannuation Guarantee Administration Act.
3. That the remuneration of independent members be reviewed annually.

CARRIED

19 MOTIONS WITH NOTICE

19.1 MOTION WITH NOTICE - CODE OF PRACTICE FOR MEETING PROCEDURES

The Motion associated with Item 19.1 was withdrawn by Cr Paul Jenner.

20 URGENT MOTIONS WITHOUT NOTICE

Nil



21 NEW CONFIDENTIAL ITEMS

21.1 STRATEGIC PROJECTS UPDATE

RESOLUTION OCM 2025/95

Moved: Cr Sonya Meziniec

Seconded: Cr Max Bruins

CONSIDERATION FOR EXCLUSION OF THE PUBLIC

Pursuant to section 90(2) of the Local Government Act 1999 the Council orders that all members of the public, except the Mayor, Councillors and Council Officers S Philpott, B Cernovskis, J Fetherstonhaugh, C White, B Shelton, B Shearing, S McLean and S Wilson be excluded from attendance at the meeting for the receipt and consideration in confidence of Strategic Projects Update.

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

- (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.
- (k) tenders for the supply of goods, the provision of services or the carrying out of works.

The Council is satisfied that the principle that the meeting be conducted in a place open to the public has been outweighed in the circumstances because the information contained within the report and attachments presents matters relating to commercial contractual matters, including tenders for service, the disclosure of which could reasonably be expected to prejudice the commercial position of Council or the third parties and is considered on balance to be contrary to the public interest as it could prejudice the Council's position in obtaining best value outcomes on behalf of the community.

CARRIED

RESOLUTION OCM 2025/100

Moved: Cr Sonya Meziniec

Seconded: Cr Josh Lynagh

CONSIDERATION FOR KEEPING ITEMS CONFIDENTIAL

1. In accordance with Sections 91(7) and 91(9) of the Local Government Act 1999 the Council orders that the report Strategic Projects Update and its attachments, resolution/s and minutes arising from the report, having been considered by the Council in confidence under:

- (d) commercial information of a confidential nature (not being a trade secret) the disclosure of which -
 - (i) could reasonably be expected to prejudice the commercial position of the person who supplied the information, or to confer a commercial advantage on a third party; and
 - (ii) would, on balance, be contrary to the public interest.
- (k) tenders for the supply of goods, the provision of services or the carrying out of works.

be kept confidential and not available for public inspection until a further order of Council to release.
- 2. Further that Council delegates the power to review, revoke, but not extend the confidential order to the Chief Executive Officer in accordance with the provisions of Section 91(9)(c) of the Local Government Act 1999.

CARRIED

21.2 MUSIC SA - UPDATE

RESOLUTION OCM 2025/96

Moved: Cr Josh Lynagh

Seconded: Cr Jason Virgo

CONSIDERATION FOR EXCLUSION OF THE PUBLIC

Pursuant to section 90(2) of the Local Government Act 1999 the Council orders that all members of the public, except the Mayor, Councillors and Council Officers S Philpott, B Cernovskis, J Fetherstonhaugh, C White, B Shelton, B Shearing, S McLean and S Wilson be excluded from attendance at the meeting for the receipt and consideration in confidence of Music SA - Update.

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

- (b) information the disclosure of which -
 - (i) could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting, or proposing to conduct, business, or to prejudice the commercial position of the council; and
 - (ii) would, on balance, be contrary to the public interest.
- (d) commercial information of a confidential nature (not being a trade secret) the disclosure of which -
 - (i) could reasonably be expected to prejudice the commercial position of the person who supplied the information, or to confer a commercial advantage on a third party; and
 - (ii) would, on balance, be contrary to the public interest.
- (g) matters that must be considered in confidence in order to ensure that the council does not breach any law, order or direction of a court or tribunal constituted by law, any duty of confidence, or other legal obligation or duty.

The Council is satisfied that the principle that the meeting be conducted in a place open to the public has been outweighed in the circumstances because the information to be considered is confidential information of a third party to which Council owes a duty of confidence until such time as a public announcement has been made.

CARRIED

RESOLUTION OCM 2025/101

Moved: Cr Max Bruins

Seconded: Cr Josh Lynagh

CONSIDERATION FOR KEEPING ITEMS CONFIDENTIAL

1. In accordance with Sections 91(7) and 91(9) of the Local Government Act 1999 the Council orders that the report Music SA - Update and its attachments, resolution/s and minutes arising from the report, having been considered by the Council in confidence under:
 - (b) information the disclosure of which -
 - (i) could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting, or proposing to conduct, business, or to prejudice the commercial position of the council; and
 - (ii) would, on balance, be contrary to the public interest.
 - (d) commercial information of a confidential nature (not being a trade secret) the disclosure of which -
 - (i) could reasonably be expected to prejudice the commercial position of the person who supplied the information, or to confer a commercial advantage on a third party; and
 - (ii) would, on balance, be contrary to the public interest.
 - (g) matters that must be considered in confidence in order to ensure that the council does not breach any law, order or direction of a court or tribunal constituted by law, any duty of confidence, or other legal obligation or duty.

be kept confidential and not available for public inspection until the latter of a public notification being made by Music SA or 31 July 2025.

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

CARRIED



21.3 ELECTRICITY SUPPLY CONTRACT - LARGE AND UNMETERED SUPPLY

RESOLUTION OCM 2025/97

Moved: Cr Sonya Meziniec
Seconded: Cr Frank Morello

CONSIDERATION FOR EXCLUSION OF THE PUBLIC

Pursuant to section 90(2) of the Local Government Act 1999 the Council orders that all members of the public, except the Mayor, Councillors and Council Officers S Philpott, B Cernovskis, J Fetherstonhaugh, C White, B Shelton, B Shearing, S McLean and S Wilson be excluded from attendance at the meeting for the receipt and consideration in confidence of Electricity Supply Contract - Large and Unmetered Supply.

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

- (b) information the disclosure of which -
- (i) could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting, or proposing to conduct, business, or to prejudice the commercial position of the council; and
- (ii) would, on balance, be contrary to the public interest.

The Council is satisfied that the principle that the meeting be conducted in a place open to the public has been outweighed in the circumstances because the information to be discussed in this item relates to a contract between Council and a supplier for the supply of electricity. The disclosure of information in association with this item could reasonably be expected to prejudice the commercial position of Council or confer advantage on third parties and is considered on balance to be contrary to the public interest as it could prejudice the Councils position in obtaining best value on behalf of the community.

CARRIED

RESOLUTION OCM 2025/102

Moved: Cr Sonya Meziniec
Seconded: Cr Jason Virgo

CONSIDERATION FOR KEEPING ITEMS CONFIDENTIAL

1. In accordance with Sections 91(7) and 91(9) of the Local Government Act 1999 the Council orders that the report Electricity Supply Contract - Large and Unmetered Supply and its attachments, resolution/s and minutes arising from the report, having been considered by the Council in confidence under:

- (b) information the disclosure of which -



- (i) could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting, or proposing to conduct, business, or to prejudice the commercial position of the council; and
 - (ii) would, on balance, be contrary to the public interest.
- be kept confidential and not available for public inspection until two years after a contract has been executed for the relevant supply, and Council has been released from its duty of confidence, with the name of the supplier and value of the contract to be disclosed upon execution.
2. Further that Council delegates the power to review, revoke, but not extend the confidential order to the Chief Executive Officer in accordance with the provisions of Section 91(9)(c) of the Local Government Act 1999.

CARRIED

21.4 WULANDA RECREATION AND CONVENTION CENTRE - CONTRACTUAL MATTERS

RESOLUTION OCM 2025/98

Moved: Cr Sonya Meziniec

Seconded: Cr Paul Jenner

CONSIDERATION FOR EXCLUSION OF THE PUBLIC

Pursuant to section 90(2) of the Local Government Act 1999 the Council orders that all members of the public, except the Mayor, Councillors and Council Officers S Philpott, B Cernovskis, J Fetherstonhaugh, C White, B Shelton, B Shearing, S McLean and S Wilson be excluded from attendance at the meeting for the receipt and consideration in confidence of Wulanda Recreation and Convention Centre - Contractual Matters.

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

- (b) information the disclosure of which -
 - (i) could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting, or proposing to conduct, business, or to prejudice the commercial position of the council; and
 - (ii) would, on balance, be contrary to the public interest.
- (d) commercial information of a confidential nature (not being a trade secret) the disclosure of which -
 - (i) could reasonably be expected to prejudice the commercial position of the person who supplied the information, or to confer a commercial advantage on a third party; and
 - (ii) would, on balance, be contrary to the public interest.
- (g) matters that must be considered in confidence in order to ensure that the council does not breach any law, order or direction of a court or tribunal constituted by law, any duty of confidence, or other legal obligation or duty.

The Council is satisfied that the principle that the meeting be conducted in a place open to the public has been outweighed in the circumstances because the information contained within the report and attachments presents matters relating to commercial contractual matters associated with the management and operation of the Wulanda Recreation and Convention Centre. The disclosure of information contained in this report and attachments could reasonably be expected to prejudice the commercial position of Council or the third parties and is considered on balance to be contrary to the public interest as it could prejudice the Councils position in obtaining best value outcomes on behalf of the community.

CARRIED

RESOLUTION OCM 2025/103

Moved: Cr Max Bruins

Seconded: Cr Josh Lynagh

CONSIDERATION FOR KEEPING ITEMS CONFIDENTIAL

1. In accordance with Sections 91(7) and 91(9) of the Local Government Act 1999 the Council orders that the report Wulanda Recreation and Convention Centre - Contractual Matters and its attachments, resolution/s and minutes arising from the report, having been considered by the Council in confidence under:
 - (b) information the disclosure of which -
 - (i) could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting, or proposing to conduct, business, or to prejudice the commercial position of the council; and
 - (ii) would, on balance, be contrary to the public interest.
 - (d) commercial information of a confidential nature (not being a trade secret) the disclosure of which -
 - (i) could reasonably be expected to prejudice the commercial position of the person who supplied the information, or to confer a commercial advantage on a third party; and
 - (ii) would, on balance, be contrary to the public interest.
 - (g) matters that must be considered in confidence in order to ensure that the council does not breach any law, order or direction of a court or tribunal constituted by law, any duty of confidence, or other legal obligation or duty.

be kept confidential and not available for public inspection until a further order of Council to release.
2. Further that Council delegates the power to review, revoke, but not extend the confidential order to the Chief Executive Officer in accordance with the provisions of Section 91(9)(c) of the Local Government Act 1999.

CARRIED



21.5 WULANDA RECREATION AND CONVENTION CENTRE - PROJECT UPDATE

RESOLUTION OCM 2025/99

Moved: Cr Sonya Meziniec

Seconded: Cr Josh Lynagh

CONSIDERATION FOR EXCLUSION OF THE PUBLIC

Pursuant to section 90(2) of the Local Government Act 1999 the Council orders that all members of the public, except the Mayor, Councillors and (Council Officers) be excluded from attendance at the meeting for the receipt and consideration in confidence of Wulanda Recreation and Convention Centre - Project Update.

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

- (b) information the disclosure of which -
 - (i) could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting, or proposing to conduct, business, or to prejudice the commercial position of the council; and
 - (ii) would, on balance, be contrary to the public interest.
- (d) commercial information of a confidential nature (not being a trade secret) the disclosure of which -
 - (i) could reasonably be expected to prejudice the commercial position of the person who supplied the information, or to confer a commercial advantage on a third party; and
 - (ii) would, on balance, be contrary to the public interest.
- (g) matters that must be considered in confidence in order to ensure that the council does not breach any law, order or direction of a court or tribunal constituted by law, any duty of confidence, or other legal obligation or duty.
- (h) legal advice.

The Council is satisfied that the principle that the meeting be conducted in a place open to the public has been outweighed in the circumstances because the information contained within the report and attachments presents matters relating to commercially sensitive contracts associated with the construction and operation of the Wulanda Recreation and Convention Centre. The disclosure of information contained in this report and attachments could reasonably be expected to prejudice the commercial position of Council or the third parties and is considered on balance to be contrary to the public interest as it could prejudice the Councils ability to obtain best value on behalf of the community.

CARRIED



RESOLUTION OCM 2025/104

Moved: Cr Frank Morello

Seconded: Cr Jason Virgo

CONSIDERATION FOR KEEPING ITEMS CONFIDENTIAL

1. In accordance with Sections 91(7) and 91(9) of the Local Government Act 1999 the Council orders that the report Wulanda Recreation and Convention Centre - Project Update and its attachments, resolution/s and minutes arising from the report, having been considered by the Council in confidence under:

- (b) information the disclosure of which -
 - (i) could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting, or proposing to conduct, business, or to prejudice the commercial position of the council; and
 - (ii) would, on balance, be contrary to the public interest.
- (d) commercial information of a confidential nature (not being a trade secret) the disclosure of which -
 - (i) could reasonably be expected to prejudice the commercial position of the person who supplied the information, or to confer a commercial advantage on a third party; and
 - (ii) would, on balance, be contrary to the public interest.
- (g) matters that must be considered in confidence in order to ensure that the council does not breach any law, order or direction of a court or tribunal constituted by law, any duty of confidence, or other legal obligation or duty.
- (h) legal advice.

be kept confidential and not available for public inspection until the latter of two years after the satisfactory resolution of any outstanding commercial contractual dispute, or two years after the conclusion of any legal proceedings, and Council has been released from its duty of confidence.

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

CARRIED

22 MEETING CLOSE

The meeting closed at 7:12 pm.

The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 20 May 2025.

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MAYOR



18 TABLED DOCUMENTS

**ITEM 18.1: EVALUATION MATRIX - GRANTS AND SPONSORHIP PROGRAM 204/2025
 (ROUND 2)**



Corporate Sponsorship
Summary

Note: Applicant Name, Weighted Score and Rank and automatically filled from Evaluation spreadsheet

Applicant Name	Conflict of Interest	Weighted Score	Rank	2024/25 Estimates										Outcome
				Requested Cash	Requested In Kind	Allocated Cash	Allocated In Kind	Allocated Cash and In-Kind	Economic Benefit	Participation	Overnight Stays - per night	Days of Event	No. of Local Jobs	Successful/ Unsuccessful
Mount Gambier Chamber of Commerce - AR25/16476	Nil	145.00	2	\$15,000.00				\$0.00	\$27,694.00	145	7	1	0.2	Unsuccessful
Adelaide Guitar Festival - AR25/16575 - 09-12 October 2025	Nil	425.00	1	\$25,000.00	\$7,052.00	\$25,000.00	\$7,052.00	\$32,052.00	\$739,600.00	1000	300	4	2.7	Successful
				\$40,000.00	\$7,052.00	\$25,000.00	\$7,052.00	\$32,052.00						

Major Events Grant
Summary

Note: Applicant Name, Weighted Score and Rank and automatically filled from Evaluation spreadsheet

Applicant Name	Conflict of Interest	Weighted Score	Rank	2024/25 Estimates										Outcome
				Requested Cash	Requested In Kind	Allocated Cash	Allocated In Kind	Allocated Cash and In-Kind	Economic Benefit	Participation	Overnight Stays - per night	Days of Event	No. of Local Jobs	
Mount Gambier & District Pony Club - AR25/14095	Nil	375.00	2	\$5,000.00		\$5,000.00		\$5,000.00	\$242,620.00	350	280	2	2.5	Successful
South Eastern National Dancing Association - AR25/16533	Nil	315.00	3	\$3,000.00		\$1,500.00	\$1,500.00	\$3,000.00	\$53,174.00	100	41	2	0.5	Successful
Tower Trail Run - AR25/16615	Nil	390.00	1	\$7,500.00	\$200.00	\$7,500.00	\$200.00	\$7,700.00	\$209,500.00	500	200	1	1.9	Successful
Two Lines Fertility and Women's Health at Hawkins - AR25/16432	Nil	270.00	4	\$10,070.00		\$4,000.00	\$1,120.00	\$5,120.00	\$81,075.00	100	45	1	0.7	Successful
				\$25,570.00	\$200.00	\$18,000.00	\$2,820.00	\$20,820.00						

Minor Events Grant
Summary

Note: Applicant Name, Weighted Score and Rank and automatically filled from Evaluation spreadsheet

Applicant Name	Conflict of Interest	Weighted Score	Rank	2024/25 Estimates										Outcome	
				Requested Cash	Requested In Kind	Allocated Cash	Allocated In Kind	Allocated Cash and In-Kind	Economic Benefit	Participation	Overnight Stays - per night	Days of Event	No. of Local Jobs	Successful/ Unsuccessful	
South East Radio Group Inc - AR25/11412	Nil	412.50	3	\$500.00		\$500.00		\$500.00	\$105,400.00	125	75	2	0.2	Successful	
Mount Gambier RSL & District Bowling Club -AR25/6121	Nil	355.00	7	\$500.00		\$500.00		\$500.00	\$52,674.00	130	7	2	0.5	Successful	
Rotary Club of Mount Gambier Lakes - AR25/15872	Nil	370.00	6	\$2,000.00		\$2,000.00		\$2,000.00	\$44,013.00	210	29	1	0.4	Successful	
Thumb Print Workshop Inc -	Nil	382.50	5	\$1,000.00		\$1,000.00		\$1,000.00	\$5,172.00	12	2	2	0	Successful	
South East Street Machines -	Nil	425.00	1	\$500.00	\$278.00	\$500.00	\$278.00	\$778.00	\$189,675.00	900	45	1	1.7	Successful	
Australian Garden History Society - AR25/15825 - 29 October 2025	Nil	325.00	8	\$2,000		\$2,000		\$2,000.00	\$345,784.00	200	176	1	3.4	Successful	
Mount Gambier Community RSL - 11 November 2025	Nil	310.00	9	\$1,265.00		\$1,265.00		\$1,265.00	\$333,252.00	1800	36	1	3.3	Successful	
Limestone Coast Symphony Orchestra - AR25/14093	Cr Frank Morello	417.50	2	\$2,000.00		\$2,000.00		\$2,000.00	\$48,100.00	200	20	1	0.5	Successful	
Mount Gambier 8ball Association Inc - AR25/16212	Nil	402.50	4	\$2,000.00		\$2,000.00		\$2,000.00	\$280,000.00	250	225	4	2.6	Successful	
Gravity Enduro SA - AR25/16519	Nil	300.00	10	\$1,688.00	\$312.00	\$1,688.00	\$312.00	\$2,000.00	\$274,700.00	200	170	2	2.5	Successful	
				\$13,453.00	\$590.00	\$13,453.00	\$590.00	\$14,043.00							

Minor/Major Community Strengthening Grants

Summary

Note: Applicant Name, Weighted Score and Rank and automatically filled from Evaluation spreadsheet

Applicant Name	Weighted Score	Rank	2024/25 Estimates					Outcome
			Requested Cash	Requested In Kind	Allocated Cash	Allocated In Kind	Allocated Cash and In-Kind	Successful/Unsuccessful
South East Arts Society - AR25/16611	245.00	1	\$1,500.00		\$1,000.00		\$1,000.00	Successful
Youth Opportunities Australia Limited - AR25/16609	220.00	2	\$10,000.00		\$0.00		\$0.00	Unsuccessful
Whacky Mac Entertainment - AR25/16576	95.00	3	\$1,500.00		\$0.00		\$0.00	Unsuccessful
			\$13,000.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	