



Limestone Coast Local Government Association

"Limestone Coast Better Together"

NOTICE is hereby given that a Special Meeting
of the

Limestone Coast Local Government Association Board

is to be held at the
City of Mount Gambier Mayoral Reception Area

Friday 4 July 2025 at 10.00am.

Mayor Lynette Martin OAM
President
LCLGA



**SPECIAL MEETING
OF THE LIMESTONE COAST LOCAL GOVERNMENT ASSOCIATION**

AGENDA

Date: 4 July 2025

Time: 10.00am

Location: City of Mount Gambier
Mayoral Reception Area

10 Watson Terrace

Mount Gambier SA 5290

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1. OPENING MEETING

1.1 President's Welcome

2. PRESENT

Mayors

City of Mount Gambier	Mayor Lynette Martin OAM
Tatiara District Council	Mayor Liz Goossens
District Council of Grant	Mayor Kylie Boston
Kingston District Council	Mayor Jeff Pope
Naracoorte Lucindale Council	Mayor Patrick Ross
District Council of Robe	Mayor Lisa Ruffell

CEO's/LCLGA

City of Mount Gambier	Sarah Philpott (CEO)
Tatiara District Council	Anna Champness (CEO)
District Council of Grant	Darryl Whicker (CEO)
Kingston District Council	Ian Hart (CEO)
Naracoorte Lucindale Council	Kelly Westell (CEO)
District Council of Robe	Nat Traeger (CEO)
Limestone Coast Local Government Association	Ms Charlotte Edmunds (Executive Officer)
Limestone Coast Local Government Association	Mr Colin Byles (Interim)

3. APOLOGIES

Naracoorte Lucindale Council	Kelly Westell (CEO)

Recommendation

1. That the Limestone Coast Local Government Association (LCLGA) Board note and accept the apologies.

4. CONFLICTS OF INTERESTS

Any delegate or staff member with a potential conflict of interest is asked to declare the interest on the supplied Conflict of Interests Declaration Form detailing what the conflict is and why they will not be participating in any item relating to that issue.

5. LCLGA REPORTS

5.1 LIMESTONE COAST LOCAL GOVERNMENT ASSOCIATION DRAFT BUSINESS PLAN 2025-2026

Committee: Special Board Meeting

Meeting Date: 4 July 2025

Author: Colin Byles, LCLGA Interim EO

Authoriser: Colin Byles, LCLGA Interim EO

Strategic Reference: LCLGA Strategic Plan – Building a Stronger Economy

Budget Impact: Nil

Risk Assessment: High Risk

Recommendation

1. That the Limestone Coast Local Government Association (LCLGA) Board approve the Draft LCLGA Annual Business Plan 2025-26 as presented to the Special Board meeting held on the 4 July 2025.
2. That the Draft LCLGA Annual Business Plan 2025-2026 be provided to the Constituent Councils for consideration at their July/August Council meeting for approval.

EXECUTIVE SUMMARY:

The LCLGA is required to adopt an Annual Business Plan (ABP).

The process in accordance with the LCLGA Charter involves several key steps. These include:

- Draft ABP submitted to the Board (separate attachment)
- Draft ABP to be referred to Constituent Councils.
- Constituent Councils may provide comment on the draft ABP in writing at least fourteen (14) business days before the meeting it is to be adopted by the Board.
- The Annual Business Plan to be adopted by the Board after 31 May and before 31 August.
- Copy of the adopted ABP and Budget to be provided to the CEO of each Constituent Council within five (5) business days after adoption.

PURPOSE:

The purpose of the report is to approve the draft Annual Business Plan for 2025-2026 for consideration by the constituent Councils for final approval by the LCLGA Board.

DISCUSSION:

In accordance with the Charter, the LCLGA Board is required to prepare and adopt an Annual Business Plan and Budget (provided as a separate attachment).

The 2025–26 Annual Business Plan marks a significant departure from previous years, primarily due to the transition to an Advocacy-focused operating model. This shift has resulted in a substantial reduction in both income and expenditure.

Under the new Advocacy model, total expenditure is forecast at \$284,000—a notable decrease from the \$1.45 million allocated in the 2024–25 Business Plan. This reduction reflects the cessation of project-based operations and a streamlined structure featuring only an Executive Officer.

Correspondingly, income from constituent Councils has decreased, reflecting the termination or transfer of several projects to host councils. Additionally, the withdrawal of Wattle Range Council has reduced LCLGA’s membership to six (6) constituent Councils.

The base subscription fee for 2025–26 is calculated by dividing total expenditure among Councils using a formula based on population and rate revenue. While the withdrawal of Wattle Range Council has led to an increase in the base subscription rate for remaining members, the overall financial contributions required from each Council have significantly declined due to the cessation of project-related fees.

The Advocacy model will focus on representing regional priorities identified through the Regional Growth Strategy and an upcoming workshop with Board members. These discussions will inform the development of a comprehensive LCLGA Advocacy Agenda.

The Annual Business Plan for 2025-26 will need to be sent to the constituent Councils for their approval or comment as soon as possible after the Special Board meeting with approval/comments back to the LCLGA by the 31 August 2025.

RISK:

High Risk if the Board and Councils do not approve the Annual Business Plan for 2025-2026.

5.2 BANK SIGNATURE – EXECUTIVE OFFICER

Committee: Special Board Meeting

Meeting Date: 4 July 2025

Author: Colin Byles, LCLGA Interim EO

Authoriser: Colin Byles, LCLGA Interim EO

Strategic Reference: LCLGA Strategic Plan – Building a Stronger Economy

Budget Impact: Nil

Risk Assessment: High Risk

Recommendation

That Charlotte Edmunds, Executive Officer of the Limestone Coast Local Government Association be added to the signatures of the Limestone Coast Local Government Association bank accounts held with Bank SA.

EXECUTIVE SUMMARY

The new Executive Officer of the Limestone Coast Local Government Association (LCLGA) Charlotte Edmunds will need to be a bank signature for the LCLGA bank accounts.

Bank SA have been very specific about adding a bank signature to the LCLGA bank accounts.

Although the LCLGA Board have adopted a motion to appoint Charlotte to the position of Executive Officer, and which has been shown to Bank SA, the bank require a motion that states that the Executive Officer can be added to the bank signatures. The motion above will cover the requirements of the bank.

5.3 LCLGA DIGITAL TOURISM ASSET MANAGEMENT

Committee: Special Board Meeting

Meeting Date: 4 July 2025

Author: Charlotte Edmunds, LCLGA EO

Authoriser: Charlotte Edmunds, LCLGA EO

Strategic Reference: LCLGA Strategic Plan – Building a Stronger Economy

Budget Impact: Nil

Risk Assessment: High Risk

Recommendation

For Discussion

PURPOSE

At the LCLGA Board meeting held on the 4 June 2025 the following motions were adopted in relation to Tourism intellectual property and digital assets.

“The LCLGA Board acknowledge the need for the intellectual property and digital assets (Visit Limestone Coast brand, Website, Social Media, Blogs) to be future managed”

“That options be developed on how to manage and resource these assets.”

DISCUSSION

This paper will present the LCLGA board with four options in relation to the management of the digital tourism assets for the 2025/26 financial year.

BACKGROUND

- The LCLGA holds digital tourism assets in the form of a website as well as Meta accounts active on Instagram and Facebook. visitlimestonecoast.com.au
- These assets have been actively managed by Lachlan Swan since November 2020.
- The LCLGAs transition to an advocacy-based model means there is currently no funding allocated to any Tourism related projects by resolution.

- Approx. \$24,000 in unspent funds from the Destination Development Program 2024/25 now sits in reserves.

OPTION 1 - Continue to outsource management to Lachlan Swan Services

Lachlan Swan has provided a quote based on 3 levels of service to continue active maintenance of website and the continued creation of content for social media.

FINANCIAL IMPACT

Option 1.a. 9 hours per week. \$44,400 p.a.

Option 1.b. 7 hours a week. \$34,800 p.a

Option 1.c. 4.5 hours a week. \$22,800 p.a

+ licences and domain name costs (currently \$5,520 p.a)

Advantages

- Active management will result in continued audience engagement to varying degrees.
- Social media management continued.

Disadvantages

- Financial impact is high.
- Control over content is outsourced to external consultant with reduced local understanding

OPTION 2 - Local management with minimum resources

Emma Herring has offered to carry out re-active website updates @ \$54 per hour / 8 hours a week

FINANCIAL IMPACT

\$5,280 p.a + licences and domain name costs (currently \$5,520 p.a)

Advantages

- Continues limited active content on website with local knowledge.
- Financial impact is low.

Disadvantages

- Content needs to be driven by LCLGA/Councils.
- No social media presence.
- Audience engagement will decline.

OPTION 3 - hold and redirect

Either LCLGA or City of Mount Gambier can 'hold' the assets as live and redirect website traffic to SATCs Limestone Coast destination page.

<https://southaustralia.com/destinations/limestone-coast>

FINANCIAL IMPACT

Licences and domain name costs only. (currently \$5,520 p.a)

Advantages

- Maintains ownership of the asset.
- Lowest financial impact to councils.

Disadvantages

- No regular updates will significantly reduce the value of the asset.
- Still has a minimum cost to the LCLGA of \$5,520.

OPTION 4 - Let lapse

Website and social media will be deleted.

FINANCIAL IMPACT

Nil

Advantages

- Budget neutral

Disadvantages

- Complete loss of asset as intellectual property and the audiences built up over 4.5 years
- Will be seen negatively by industry and SATC

6. CLOSE MEETING