



Limestone Coast  
Local Government  
Association

## GENERAL MEETING AGENDA

Friday 11<sup>th</sup> December 2020

10.00am – 1.00pm

**Host – District Council of Grant**  
**The Barn, 747 Glenelg River Road**  
**OB Flat (Via Mount Gambier)**

### Program

- |         |   |
|---------|---|
| 9.30am  | Registration and Morning Tea                                  |
| 10.00am | Open of the LC LGA General Meeting<br>and President's Welcome |
|         | Acknowledgement of Country                                    |
| 10.05am | Welcome<br>Mayor Richard Sage, District Council of Grant      |
| 10.15am | Guest Speaker   |
|         | Sonya Meziniec<br>Safety Hub Project Officer, Centacare       |
| 10.45am | LC LGA General Meeting continues                              |
| 1.00pm  | Close of the LC LGA General Meeting                           |
| 1.10pm  | Lunch   |

**AGENDA FOR THE GENERAL MEETING OF THE LIMESTONE COAST LOCAL GOVERNMENT ASSOCIATION TO BE HELD ON FRIDAY 11<sup>th</sup> DECEMBER 2020 FROM 10.00AM IN THE DISTRICT COUNCIL OF GRANT at THE BARN, 747 GLENELG RIVER ROAD, OB Flat (VIA MOUNT GAMBIER).**

## **1.0 MEMBERS/DEPUTY MEMBERS**

### **1.1 Present**

Naracoorte Lucindale Council	Mayor Erika Vickery (President)
City of Mount Gambier	Mayor Lynette Martin
Wattle Range Council	Mayor Des Noll Cr. Moira Neagle (Deputy Mayor)
District Council of Grant	Mayor Richard Sage (Vice President)
Kingston District Council	Mayor Kay Rasheed
District Council of Robe	Mayor Alison Nunan
Tatiara District Council	Mayor Graham Excell Cr Liz Goossens (Deputy Mayor)

### **1.2 In Attendance**

City of Mount Gambier	Ms Barbara Cernovskis (Acting CEO)
District Council of Grant	Mr Darryl Whicker (CEO)
Wattle Range Council	Mr Ben Gower (CEO)
Naracoorte Lucindale Council	Mr Trevor Smart (CEO)
District Council of Robe	Mr James Holyman (CEO)
Kingston District Council	Ms Nat Traeger (CEO)
Tatiara District Council	Ms Anne Champness (CEO)
LCLGA	Mr Tony Wright (EO)

### **1.3 Guests and Observers**

LGA SA	TBC
UniSA	Mr Ian McKay
RDA Limestone Coast	Mr David Wheaton (CEO)
PIRSA	Ms Peta Crewe (Regional Manager, Limestone Coast)
Centacare	Ms Sonya Mezinec (Safety Hub Project Officer)
LC LGA	Mrs Biddie Shearing (Destination Development Manager) Mrs Michaela Bell (Policy and Program Coordinator) Mr Tony Elletson (Starclub & LC Regional Sporting Academy Coordinator) Ms Sophie Bouchier (Substance Misuse Limestone Coast Project Officer) Ms Mae Steele (Executive Assistant/Corporate Services Officer)

### **1.4 Apologies**

Federal Member for Barker	Mr Tony Pasin MP
Member for Mount Gambier	Mr Troy Bell MP Mr Travis Fatchen (Office Manager)
Member for MacKillop	Mr Nick McBride MP
Ausindustry	Ms Elise Gordan

**“That the apologies be accepted.”**

**Moved,**

**Seconded,**

## **2.0 DISCLOSURE 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.

## **3.0 MINUTES OF MEETINGS**

- 3.1 Confirmation of the Minutes of the October LC LGA General Meeting held in the Wattle Range Council on 9<sup>th</sup> October 2020 – *Refer to pages 8-16*

**“That the Minutes of the LC LGA General Meeting held on 9<sup>th</sup> October 2020 be taken as read and confirmed as a true and correct record of the proceedings at that meeting.”**

**Moved,**

**Seconded,**

## **4.0 MATTERS ARISING FROM THE MINUTES – ACTION SHEET**

*Refer to pages 17-19*

Business arising from the Minutes of the October 2020 General Meeting.

## **5.0 CORRESPONDENCE**

*Refer to pages 20-22*

### **5.1 Inwards and Outwards**

Correspondence register to 6<sup>th</sup> December 2020.

Many of these correspondence items will have been received directly by member councils. Should any delegate wish to access any correspondence items listed, but not included with this agenda, they can be made available by contacting the LC LGA Executive Officer.

**“That correspondence be received and noted by LC LGA delegates.”**

**Moved,**

**Seconded,**



## **6.0 FINANCIAL**

### **6.1 Financial Reports**

*Refer to pages 23-26*

It is recommended that LC LGA:

Receive and note the finance reports:

- a. Report from the Executive Officer.
- b. The Balance Sheet as at 31<sup>st</sup> October 2020.
- c. The Consolidated Profit and Loss Budget Analysis for the period 1<sup>st</sup> July 2020 to 31<sup>st</sup> October 2020.

**Moved,**

**Seconded,**

## **7.0 RECOMMENDATION REPORTS**

### **7.1 Limestone Coast Destination Strategy**

Destination Development Manager

*Refer pages 27-46*

It is recommended that LCLGA;

1. Endorse the draft Limestone Coast Destination Tourism and Marketing Plan
2. Endorse the preparation of an implementation plan with resourcing options and budget considerations to be presented to the LCLGA Aboard at the February 2021 meeting.
3. Evolve the LCLGA Tourism Management Group into the Regional Reference Group and prepare an amended set of terms of reference.

**Moved,**

**Seconded,**

### **7.2 Mixed Dozen Trails Project**

Executive Officer

*Refer pages 47-48*

It is recommended that LCLGA;

1. Receives and notes the report;
2. Authorises the LCLGA Executive Officer to negotiate the regional investment level and conditions of the grant arrangements
3. The resulting funding requirement be included in the 2021/22 and future business plans.
4. Any impacts in 2020/21 financial year be deducted from members equity.
5. The final agreement be reported to the Board.

**Moved,**

**Seconded,**





### 7.3 LCLGA 2020-2021 Business Plan Assumptions

Executive Officer  
*Refer pages 49-50*

It is recommended that LCLGA;

Approves the assumptions to develop business plan models.

**Moved,** **Seconded,**

## 7.4 LCLGA Board, Committee and Outside Organisation Appointments

Executive Officer  
*Refer page 51*

It is recommended that LCLGA;

Approves the extension of current LCLGA Board, Committee and outside appointments until the next local government election in 2022.

**Moved,                      Seconded,**

## 7.5 LCLGA 2021 Meeting Schedule

Executive Officer  
*Refer page 52*

It is recommended that LC LGA:

Endorse proposed the LCLGA 2021 meeting dates and council locations noting they could be subject to change to accommodate Limestone Coast Councils, LGA SA and ALGA events.

**Moved,                      Seconded,**

## 8.0 REPORTS

## 8.1 LC LGA President's Report

*To be tabled*

### 8.1.1 LGA Board

- (i) Draft Minutes and Key Outcomes Summary of the LGA Board of Directors Meeting held on 22 October 2020.  
*Refer to pages 53-63*

### 8.1.2 SAROC

- (ii) Draft Minutes of SAROC Special Meeting held on 29<sup>th</sup> October 2020  
*Refer to pages 64-66*

### 8.2 **Local Government Association of SA** TBC

### 8.3 **Executive Officer** Tony Wright *Refer to pages 67-68*

### 8.4 **Report from Destination Development Manager** Biddie Shearing *Refer to pages 69-78*

### 8.5 **Report from Starclub & Regional Sporting Academy** Tony Elletson *Refer to pages 79-80*

### 8.6 **Report from Leadership Program** Ali Auld *Refer to pages 81-82*

### 8.7 **Report from LC Substance Misuse Project Officer** Sophie Bouchier *Refer to pages 83-85*

### 8.8 **Report from LCLGA Program & Policy Coordinator** Michael Bell *Refer to pages 86-88*

It is recommended that LC LGA:

“the reports for LC LGA President, Local Government Association SA, Executive Officer, Destination Development Manager, Starclub & Regional Sporting Academy, Limestone Coast Leadership Program, Substance Misuse Project Officer and Program & Policy Coordinator be received and noted.”

**Moved,**

**Seconded,**

## 9.0 **LCLGA SUB-COMMITTEE MINUTES**

### 9.1 **LC LGA Roads and Transport Group Minutes – 2 December 2020** *Refer pages 89-90*

### 9.2 **LCLGA Tourism Management Group - 13 October 2020** *Refer pages 91-92*



It is recommended that LC LGA:

““The Minutes and reports from the LCLGA Sub-Committees having first been circulated amongst members, be adopted.”

**Moved,**

**Seconded,**

## **10.0 OUTSIDE ORGANISATIONS AND COMMITTEES**

- 10.1 **Regional Development Australia Limestone Coast** *David Wheaton - Chief Executive Officer*  
*Refer pages 93-94*
- 10.2 **LC Heritage Advisory Services**  
September & October 2020 reports  
*Refer pages 95-104*
- 10.3 **PIRSA**  
Peta Crewe
- 10.4 **Uni SA**  
Ian McKay

It is recommended that LC LGA;

“Receives and note the Reports.”

**Moved,**

**Seconded,**

## **11.0 OTHER BUSINESS**

## **12.0 ANTICIPATED MEETING CLOSURE – 1pm**

The next LC LGA General Meeting is to be held in the Tatiara District Council **Friday 12<sup>th</sup> February 2021**. Acceptances and apologies to Mae Steele, LC LGA Executive Assistant Phone 8723 7310 or Email [admin@lclga.sa.gov.au](mailto:admin@lclga.sa.gov.au)

## **LC LGA CALENDAR**

Date	Meeting	Location
TBA February 2021	SAROC	LGA House, Adelaide
12 <sup>th</sup> February 2021	LG LGA AGM & GM	Tatiara District Council



# **MINUTES OF GENERAL MEETING OF THE LIMESTONE COAST LOCAL GOVERNMENT ASSOCIATION HELD ON FRIDAY 9<sup>th</sup> OCTOBER 2020 IN THE DISTRICT COUNCIL OF ROBE, TAROOKI CAMPSITE CONFERENCE ROOM; 55 MAIN ROAD ROBE SA 5276**

OPENED AT 10.05AM

President Erika Vickery welcomed members and guests including Mr Adam Gray from SA Coast Councils Alliance, Dr Kerry Degaris and Mr Steve Bourne from Landscapes SA. Erika Congratulated both Kerry and Steve on their recent appointments with Landscape SA.

## Acknowledgement of Country

We acknowledge and respect the traditional owners of the ancestral lands of the South East. We acknowledge elders past and present and we respect the deep feelings of attachment and relationship of Aboriginal peoples to country

## Mayor Alison Nunan, District Council of Robe

Mayor Nunan welcomed councils to the District Council of Robe and provided an overview of some key actions from the council and in the community including a new opportunity prospectus, Spendmapp Data Tracking for accurate economic expenditure (<https://spendmapp.com.au>), real estate sales are strong, local builders are booked up to three years in advance, Robe Entrance Statement will soon be completed.

A presentation of the COVID team of the year was also delivered which contained great insight, interest and humour.

## Dr Kerry DeGaris, Chair & Mr Steve Bourne Regional Manager - Landscapes SA

An overview was provided on the nine recently appointed Landscapes SA Boards who have the role of administering the new Landscapes SA Act 2019. They operate across nine regions and support local communities and land managers with direct responsibility for managing our region's natural resources.

They also partner with government and regional communities to deliver a strong, back-to-basics system that is autonomous and flexible in response to their regions' needs. Further information can be found at <https://landscape.sa.gov.au/lc/home> and the Annual Business Plan Link [Here](#)

Mr Steve Bourne is the new General Manager for the Limestone Coast and looks forward to working closely with all key stakeholders including Local Government.

## Mr Adam Gray, SA Coastal Councils Alliance

An update on how the SA Coastal Councils Alliance has strengthened its role in providing the Coast Council members with one coordinated voice on current and emerging coastal protection/management policy and issues including advocating for a more sustainable funding and cost sharing model.

The presentation highlighted SACCA's activities and business plan.

## **1.0 MEMBERS/DEPUTY MEMBERS**

### **1.1 Present**

Naracoorte Lucindale Council	Mayor Erika Vickery (President)
City of Mount Gambier	Mayor Lynette Martin
Wattle Range Council	Mayor Des Noll
District Council of Grant	Mayor Richard Sage (Vice President)
Kingston District Council	Mayor Kay Rasheed
District Council of Robe	Mayor Alison Nunan
Tatiara District Council	Mayor Graham Excell Cr Robert Mock

## 1.2 In Attendance

City of Mount Gambier	Ms Barbara Cernovskis (Acting CEO)
District Council of Grant	Mr Darryl Whicker (CEO)
Wattle Range Council	Mr Ben Gower (CEO)
Naracoorte Lucindale Council	Mr Trevor Smart (CEO)
District Council of Robe	Mr James Holyman (CEO)
Tatiara District Council	Ms Anne Champness (CEO)
LC LGA	Mr Tony Wright (EO)

## 1.3 Guests and Observers

LGA SA	Mr Stephen Smith
UniSA	Mr Ian McKay
City of Mount Gambier	Cr Paul Jenner
Landscapes SA	Dr Kerry Degaris (Chair) Mr Steve Bourne (General Manager LC)
The Border Watch	Ms Raquel Mustillo
LC LGA	Mrs Biddie Shearing, Destination Development Development Manager Ms Mae Steele (Executive Assistant/Corporate Services Officer)

## 1.4 Apologies

Federal Member for Barker	Mr Tony Pasin MP
Member for Mount Gambier	Mr Troy Bell MP Mr Travis Fatchen (Office Manager)
Member for MacKillop	Mr Nick McBride MP
LGA Sa	Mr Nathan Petrus
PIRSA	Ms Peta Crewe (Regional Manager – LC)
City of Mount Gambier	Cr. Sonya Mezinac Mr Andrew Meddle (CEO)
Kingston District Council	Ms Nat Traeger (CEO)
Wattle Range Council	Cr Moira Neagle
RDA Limestone Coast	Mr David Wheaton (CEO) Mr Alan Richardson

**“That the apologies be accepted.”**

**Moved**, District Council of Robe **Seconded**, District Council of Grant

**CARRIED**

## 2.0 DISCLOSURE 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.

**NIL**



### **3.0 MINUTES OF MEETINGS**

- 3.1 Confirmation of the Minutes of the August LC LGA General Meeting held in the Wattle Range Council on 14<sup>th</sup> August 2020.

**“That the Minutes of the LC LGA General Meeting held on 14<sup>th</sup> August 2020 be taken as read and confirmed as a true and correct record of the proceedings at that meeting.”**

**Moved**, District Council of Grant    **Seconded**, Wattle Range Council

**CARRIED**

### **4.0 MATTERS ARISING FROM THE MINUTES – ACTION SHEET**

Business arising from the Minutes of the August General Meeting.

Action sheet was reviewed and discussed.

### **5.0 CORRESPONDENCE**

#### **5.1 Inwards and Outwards**

Correspondence register to 2<sup>nd</sup> October 2020.

Many of these correspondence items will have been received directly by member councils. Should any delegate wish to access any correspondence items listed, but not included with this agenda, they can be made available by contacting the LC LGA Executive Officer.

**“That correspondence be received and noted by LC LGA delegates.”**

**Moved**, District Council of Grant    **Seconded**, Wattle Range Council

**CARRIED**

### **6.0 FINANCIAL**

#### **6.1 Financial Reports**

It is recommended that LC LGA:

Receive and note the finance reports:

- a. Report from the Executive Officer.
- b. The Balance Sheet as at 31<sup>st</sup> August 2020.
- c. The Consolidated Profit and Loss Budget Analysis for the period 1<sup>st</sup> July 2020 to 31<sup>st</sup> August 2020.

**Moved**, Wattle Range Council

**Seconded**, District Council of Robe

**CARRIED**



## **7.0 RECOMMENDATION REPORTS**

### **7.1 LCLGA 2019-2020 Annual Report**

#### Executive Officer

It is recommended that LCLGA;

1. Note the report.
2. Endorse the 2019-20 Annual Report.
3. That a copy of the Annual Report along with the audited financial statements be provided to each Constituent Council on or before the 31st October 2020 in accordance with the Local Government (Financial Management) Regulations 2011.

**Moved,** Wattle Range Council

**Seconded,** Tatiara District Council

**CARRIED**

### **7.2 LCLGA 2019-2020 Audited Financial Statements**

#### Executive Officer

It is recommended that LCLGA;

1. Receive and note the report.
2. Endorse the provision of signatures by the President, Executive Officer and Council Chief Executive Officers to the audited accounts.
3. Adopt the audited accounts and appended to the Association's 2019-2020 Annual Report.

**Moved,** City of Mount Gambier

**Seconded,** District Council of Robe

**CARRIED**

### **7.3 Shared Sourcing and Capability - Update**

#### Executive Officer

It is recommended that LCLGA;

Notes Shared Sourcing and Capability (update) report

**Moved,** Kingston District Council

**Seconded,** District Council of Robe

**CARRIED**



#### 7.4 Office Accommodation Review

##### Executive Officer

It is recommended that LCLGA;

Receives and notes the report.

**Moved**, Wattle Range Council

**Seconded**, District Council of Grant

**CARRIED**

#### 7.5 Financial Viability of Incubator Projects

##### Executive Officer

It is recommended that LC LGA:

Receives and notes the report

**Moved**, District Council of Grant

**Seconded**, Kingston District Council

**CARRIED**

#### 7.6 SACCA Tender – Out of Session Paper

##### Executive Officer

It is recommended that LC LGA:

Note the out-of-session approval for the LCLGA to enter into a contract with Edge and Marsden Jacobs on behalf of the SACCA.

**Moved**, District Council of Grant

**Seconded**, District Council of Robe

**CARRIED**

### 8.0 REPORTS

#### 8.1 LC LGA President's Report

- RDA Limestone Coast /LCLGA Chairs and CEOs meeting to plan the joint RDA/LCLGA board members meeting
- LGA Board and SAROC meeting attendance – refer to minutes
- LGA/ Council Rates for Electricity Generators meeting with Deputy Premier, Minister for Planning & Local Government, Hon Vickie Chapman MP and Minister for Energy, Hon Dan van Holst Pellekaan. This issue will not be pursued for inclusion in the Local Government Review Bill as there are many considerations to be resolved.
- Northern Limestone Coast Regional Assessment Panel recruitment panel
- LGRDS Advisory Committee Meeting – external (sector) applications
- Flinders University Rural Doctors Selection panel





#### 8.1.1 LGA Board

- (i) Draft Minutes of the LGA Board of Directors Meetings held on 20<sup>th</sup> August & 17<sup>th</sup> September 2020. *Refer to pages 26-35*

#### 8.1.2 SAROC

- (ii) Draft Minutes and Key Outcomes of SAROC Meeting held on 17<sup>th</sup> September 2020

#### 8.2 **Local Government Association of SA**

Stephen Smith

An overview of recent and upcoming activities from LGA SA including the Mayors forum, LGA SA AGM, Meeting with Minister Ruston, LG Reform Amendments, New Planning Code Issues and implementation, Rate Capping, new procurement panel for Trucks and earthmoving equipment.

#### 8.3 **Executive Officer**

Tony Wright

#### 8.4 **Report from Destination Development Manager**

Biddie Shearing

A presentation was provided regarding the Tourism Industry Development Fund Applications and the LCLGA Recovery & Rebuilding Action Plan. 29 Actions completed, 4 event actions and 1 key communication Action still in progress. A consumer marketing campaign was presented and a proposal for additional marketing resources discussed in item 11 - Other business.

#### 8.5 **Report from Starclub & Regional Sporting Academy**

Tony Elletson

#### 8.6 **Report from Leadership Program**

Ali Auld

#### 8.7 **Report from LC Substance Misuse Project Officer**

Sophie Bouchier

#### 8.8 **Report from LCLGA Program & Policy Coordinator**

Michael Bell

It is recommended that LC LGA:

The reports for LC LGA President, Local Government Association SA, Executive Officer, Destination Development Manager, Starclub & Regional Sporting Academy, Limestone Coast Leadership Program, Substance Misuse Project Officer and Project Manager be received and noted.

**Moved**, District Council of Grant **Seconded**, District Council of Robe

**CARRIED**



## **9.0 LCLGA SUB-COMMITTEE MINUTES**

### **9.1 LC LGA Economic Development Group Minutes – 25<sup>th</sup> August 2020**

### **9.2 LC Red Meat Cluster – 3<sup>rd</sup> September 2020**

It is recommended that LC LGA;

The Minutes and reports from the LCLGA Sub-Committees having first been circulated amongst members, be adopted.

**Moved**, District Council of Robe **Seconded**, Wattle Range Council

**CARRIED**

## **10.0 OUTSIDE ORGANISATIONS AND COMMITTEES**

### **10.1 Regional Development Australia Limestone Coast**

David Wheaton - Chief Executive Officer – Report as tabled

### **10.2 LC Heritage Advisory Services**

Richard Woods

July & August 2020 reports as tabled

### **10.3 PIRSA**

Peta Crewe

### **10.3 UNI SA**

Ian McKay

- Secondary Education is now officially on scope in Mount Gambier and Whyalla commencing in 2021. Applications are open via SATAC. Maths major in 202, English in 2022.
- Social Science offered in Mount Gambier in 2021 – Applications are open SATAC although will need to select Mawson Lakes for this year's lodgment's.
- Open Day was very successful, more so than normal. An unexpected result due to COVID.
- Working closely with some Council and CEO's with current internships.

It is recommended that LC LGA;

Receives and note the Reports.

**Moved**, Wattle Range Council **Seconded**, Tatiara District Council

**CARRIED**



## **11.0 OTHER BUSINESS**

### LCLGA Recovery and Rebuilding Plan - Additional Opportunities

With reference to the consumer marketing campaign which was presented and the proposal for additional marketing resources as discussed in item 8.4

It is recommended that LCLGA;

Authorise additional investment from members equity for a maximum of \$21,750 to Support Rex Airlines Inflight magazine (timed in early 2021), Partner with SATC for Adelady Episode and social media, Billboard at Nhill for 12 weeks, once borders open, Assist with Regional Visitor Guide distribution.

**Moved**, Wattle Range Council

**Seconded**, District Council of Grant

**CARRIED**

## **12.0 CONFIDENTIAL**

### **Item 12.1 Executive Officers Performance Review**

(circulated under a separate cover)

Pursuant to Section 3.6.18 of the LCLGA Charter, and Section 90 of the Local Government Act 1999, the Association orders that the public with the exception of:

Ms Anne Champness (CEO) Tatiara District Council

Ms Barbara Cernovskis (Acting CEO) City of Mount Gambier

Mr Darryl Whicker (CEO) District Council of Grant

Mr Ben Gower (CEO) Wattle Range Council

Mr Trevor Smart (CEO) Naracoorte Lucindale Council

Mr James Holyman (CEO) District Council of Robe

be excluded from attendance at the meeting in order to consider and discuss Confidential Item 12.1 Executive Officers Performance Review

1. Is satisfied that the principle that meetings of LCLGA should be conducted in a place open to the public has been outweighed in relation to this matter because it relates to information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person.

**Moved**, Wattle Range Council

**Seconded**, District Council of Robe

**CARRIED**



## 12.1 Executive Officers Performance Review

### LCLGA President

It is recommended that the LCLGA Board:

1. Notes the performance of the Executive Officer as detailed in the AME performance report. The Board congratulate the Executive officer on an excellent performance review.
2. Approve a 0.8% nominal increase in the Executive Officers base salary.
3. Approve the Executive Officer's development through the AICD Company Directors Course (intensive) with funding of the full membership fee and 50% of the course costs.

**Moved,** Wattle Range Council

**Seconded,** District Council of Grant

**CARRIED**

It was recommended that

"The contents of the report 12.1 and the AME Executive Officer Performance Review documents remain in Confidence."

**Moved,** District Council of Robe

**Seconded,** Kingston District Council

**CARRIED**

## 13.0 MEETING CLOSED – 1.20pm

The next LC LGA General Meeting is to be held in the District Council of Grant **Friday 11<sup>th</sup> December 2020**. Acceptances and apologies to Mae Steele, LC LGA Executive Support Officer Phone 8723 7310 or Email [admin@lclga.sa.gov.au](mailto:admin@lclga.sa.gov.au)

## LC LGA CALENDAR

Date	Meeting	Location
29 <sup>th</sup> October 2020	LGA AGM	Woodville Town Hall
19 <sup>th</sup> November 2020	SAROC	LGA House, Adelaide
11 <sup>th</sup> December 2020	LC LGA GM & Christmas Lunch	Grant District Council
TBA February 2021	SAROC	LGA House, Adelaide
12 <sup>th</sup> February 2021	LG LGA AGM & GM	Tatiara District Council



Item	5.0 ACTION LIST	Due Date	STATUS
	<b>9<sup>th</sup> October 2020</b>		
7.1.3	Annual Report along with the audited financial statements be provided to each Constituent Council on or before the 31st October 2020 in accordance with the Local Government (Financial Management) Regulations 2011.	31 <sup>st</sup> October 2020	Completed
7.2.2	Endorse the provision of signatures by the President, Executive Officer and Council Chief Executive Officers to the audited accounts.		Completed
	<b>14<sup>th</sup> August 2020</b>		
7.2	Councils to provide feedback on the priority items for the LCLGA to develop proactive advocacy strategies.	Dec 2020	Deferred to Feb 2021
7.4	Risk and Audit Committee to recruit and appoint an independent member to the Risk and Audit Committee, with a maximum cost of \$3,000 pa and that the terms of reference are amended to allow an independent committee member.		To be progress after the 2020 financial years audit is competed
7.5	LCLGA Executive Officer, in collaboration with the LCLGA Regional Waste Management Steering Committee, to further investigate the viability of the preferred solutions with Cross Border Councils, Regulators and the Market.	Feb 2021	Engagement commenced
7.6.2	President to sign the Memorandum of Understanding once the identified minor corrections have been completed.	Completed	Amendments made and ready for signing
7.7	Update the Terms of Reference for the Tourism Management Group with changes to the Membership and Terms of office sections in regard to the removal of the annual appointment process Shift the appointment period to LCLGA Committees to coincide with Council election cycles and durations.  Executive Officer to conduct a full review and update of all LCLGA Committee TOR and present these to the LCLGA Board October meeting.	Dec 2020	Included in this agenda
8.1	Advise RDALC that the LCLGA will financially support the RDALC through the annual funding agreement for 91,221.78 excluding GST for Small Business Support.  Joint Board meeting planned for late jan / Early Feb.		Completed and join meeting planning commenced
	<b>19<sup>th</sup> June 2020</b>		
7.2	Request that any comments and/or amendments to the LCLGA 2020-21 Draft Business Plan be	31st July 2020	Completed

	communicated back to the Executive Officer no later than the Friday 31 <sup>st</sup> July 2020 prior to final adoption at the August 2020 Board meeting of the LCLGA.		
7.3	Advise SEGRA we will not be seeking to take up the opportunity to host the 2022 conference.		Completed
7.7	Advise Dean Newbery & Partners of their appointment of as external auditors to the LCLGA for a period of 5 years with an annual review.		Completed
7.8	RDALC Funding Model and Activities referred to LCLGA CEO Group.		Completed
12.1	Members agreed to consider the matter of Vegetation Management on State and National Roadsides further as a whole of Limestone Coast issue before adopting the actions as formal motions. Executive Officer to work with the individual councils through the CEO group and collate/coordinate the LCLGA collective position on the matter.	Completed	CFS have provided advise of DIT responsibilities and process to raise with Minister, awaiting confirmation in writing.
<b>17<sup>th</sup> April 2020</b>			
7.1	Executive Officer to complete consultation with LCLGA councils on the LCLGA Strategic Plan - 2020-2025 before formal adoption.		Completed
7.2	It was agreed that a further workshop would be held to provide the Executive Officer with direction on matters so the LCLGA Annual Business Plan 2020-2021 can be completed.		Completed
7.3	The Draft Limestone Coast Regional Public Health & Wellbeing Plan Public & Stakeholder consultation to begin.		Approved for consultation
7.5	Executive Officer to prepare a report for the LCLGA Board that outlines the governance arrangements and associated risk profile for externally funded projects/programs that are currently being auspiced and/or managed by the LCLGA.		Completed
7.8	Board approve the agreement, in attachment one, to form a Joint Planning Board		Submission to Minister under development, seeking endorsement from LGASA Risk
7.9	The submissions of the seven regional priority projects totalling \$1,907 million for 2020 Special Local Roads Program		Completed
<b>14<sup>th</sup> February 2020</b>			

7.1.2	Councils to consider the draft Joint Planning Board Agreement and provide feedback to the LCLGA Executive Officer by the 31 <sup>st</sup> March 2020		Completed
7.2	Advise Limestone Coast Wine Show of Approved Sponsorship to the value of \$2,500 (plus GST).		Completed
11.2	Executive Officer to follow up with the City of Mount Gambier and heritage Advisor. unauthorised consultation regarding the New Community Hub.		Completed

In/Out	Date	Subject	Name	Organisation
In	6/10/2020	Letter of Acceptance, Small Business Support - RDALC	David Wheaton	RDALC
In	6/10/2020	Mixed Dozen Project - Handover Notes	Jones, Marc	PIRSA
Out	6/10/2020	Limestone Prosperity Project from Mount Gambier International	Fivian Tee	International Motel
Out	7/10/2020	COVID - Summer Season	Various Recipients	Sport & Rec Database
Out	7/10/2020	Tourism Consultants	Carol Dowling	Mount Gambier Apartments
Out	8/10/2020	SATC Marketing Update	Various Recipients	LCLGA Member Councils
In	9/10/2020	Limestone Coast BMC Meeting	Simcock, Claire	CFS
Out	12/10/2020	Roads & Transport Management Group Agenda	Various Recipients	LCLGA Roads & Transport Group
In	13/10/2020	Certificate of Incorporation - SMLC	Commissioner	Corporate Affairs
In	13/10/2020	Community consultation is now open to inform South Australia's Road Safety Strategy to 2031	Sarah Clark	DPTI
Out/In	13/10/2020	Review and updating of the 2030 Regional Transport & Regional Routes - Reminder critical dates	Peter Halton	Wattle Range Council
Out/In	13/10/2020	Review and updating of the 2030 Regional Transport & Regional Routes - Reminder critical dates	Robert Moir	District Council of Robe
In	14/10/2020	Coorong Bathymetric LiDAR Pilot Project	Cameron, James	DEW
In	14/10/2020	Roads & Transport Management Committee Minutes & Additional information	Various Recipients	LCLGA Roads & Transport Group
Out	14/10/2020	Draft - Destination Tourism & Marketing Plan + Situation Analysis	Various Recipients	LCLGA Member Councils
Out	14/10/2020	Regional Transport Plan Action Spreadsheet Amendments	Michaela Bell	projects@lclga.sa.gov.au
Out	15/10/2020	BREAKING NEWS - Limestone Coast Visitor Guide	Various Recipients	Tourism Database
Out	15/10/2020	Limestone Coast Visitor Guide Media Kit	Various Recipients	LCLGA Member Councils
In	16/10/2020	Limestone Coast Visitor Guide & Business Support	Graham	Penola Fantasy Trains
Out/In	16/10/2020	Limestone Coast Visitor Guide	Rebecca white	Tourism eSchool
In	19/10/2020	Limestone Coast Heritage Adviser Report for September 2020	Richard Woods	Habitable Places
Out	19/10/2020	Feedback Invited on the Limestone Coast Draft Destination Tourism & Marketing Plan	Various Recipients	Tourism Database
Out	19/10/2020	Free Online Webinars for Clubs	Various Recipients	Sport & Rec Database
In	20/10/2020	FREE, local help for business owners with concerns	Darrel Soderlund	Rural Business Support
In	20/10/2020	Up coming Safe Freight meetings.	John Ernst	Safe Freight Networks Australia
Out	20/10/2020	LCLGA Regional Action Plan updated review	Viner-Smith, Tim	HDS
In	22/10/2020	Limestone Coast Visitor Guide content	Jacqui Harbison	H W R Media



In/Out	Date	Subject	Name	Organisation
In	22/10/2020	SAROC Committee Special Meeting - 29 October 2020	Lisa Teburea	LGA SA
Out	22/10/2020	Holiday Time' Road Safety Initiative - the Little Blue Dinosaur - Signage and Reminders	Various Recipients	LCLGA Member Councils
Out	22/10/2020	Letter of Support - TIDF	Marie	AB Riding Academy
Out	24/10/2020	Limestone Coast Digital Update	Woskett, Georgina	SATC
In	26/10/2020	Online Circular Economy Masterclass - Special South Australian Local Government	Prae Wongthong	Edge Consulting
In	28/10/2020	Invitation to Rural Business Support's Mt Gambier office opening	Darrel Soderlund	Rural Business Support
Out	28/10/2020	Destination Tourism & Marketing Plan - Overview workshop session.	Various Recipients	Tourism Database
In	29/10/2020	Fire Danger Season Dates	Probert, John	CFS
Out	30/10/2020	e-Intro - Whistle Post Wines	Lyn Howes	RDALC
Out	30/10/2020	Letter of Support - TIDF	Angus Smibert	Whistle Post Wines
Out/In	30/10/2020	Caravan & Camping Show - Adelaide	Trevor Smart	Naracoorte Lucindale Council
Out	2/11/2020	Letter of Support - TIDF	Linda Hay	Echo Farm
Out/In	3/11/2020	Caravan & Camping Show - Adelaide	Roger Babolka	Wattle Range Council
Out/In	3/11/2020	Caravan & Camping Show - Adelaide	Madeline Brookes	City of Mount Gambier
In	4/11/2020	Safety Hub for Limestone Coast	Sonya Meziniec	Centacare
In	5/11/2020	Draft Notes from Green Triangle meeting	John Ernst	Safe Freight Networks Australia
In	5/11/2020	Green Triangle Google Meeting Catch-up	John Ernst	Safe Freight Networks Australia
Out	5/11/2020	Letter of Support - TIDF	Matt & Leini Fiebig	Kingston
In	9/11/2020	LCLP Transport in the Limestone Coast report and meeting	Meg Bell	LC Leadership Program
Out	10/11/2020	e-intro- Daniel Billingsley & Rachel Gerds	Lyn Howes	RDALC
Out	10/11/2020	Letter of Support - TDIF	Kirsty Balnaves	Balnaves of Coonawarra
Out	10/11/2020	Letter of Support - TDIF	Anne-Marie Johnstone	Victoria Hotel, Port MacDonnell
Out	10/11/2020	Letter of Support - TDIF & Contacts.	Daniel Billingsley & Rachel Gerds	Mountain Path Meadows
In	12/11/2020	Nature Conservation Directions Statement 2020	David Speirs	Minister Speirs
Out	12/11/2020	Limestone Coast Leadership Program 2021 - applications now open	Various Recipients	LCLGA Database
In	13/11/2020	Quotation for 2030 Regional Transport Plan - Intermediate Update 2020-21	Olson, John	HDS
Out	13/11/2020	Active Club Grant Successful Applicants	Various Recipients	Sport & Rec Database
In	14/11/2020	Thank You! Tourism Industry Restart Conference		TICSA
Out	16/11/2020	COVID 19 Update	Tony Elletson	starclubse@lclga.sa.gov.au
Out	16/11/2020	LC Regional Sporting Academy Update	Various Recipients	LCRSA Database
Out	16/11/2020	Regional Capacity Building Report July to October - Limestone Coast	Mathilde Thorsen	LGA SA
Out	16/11/2020	Regional Marketing Campaign - Update	Various Recipients	LCLGA Member Councils
In	17/11/2020	POSTPONED - Official launch of the Mount Gambier Regional Airport Upgrade	Judy O'Hehir	DC Grant
In	17/11/2020	Visit to the City of Mount Gambier - Heritage Advisor	Tracy Tzioutziouklaris	City of Mount Gambier
Out	17/11/2020	SATC Paused activity - COVID 19	Various Recipients	LCLGA Member Councils
Out	18/11/2020	e-intro - Lucy Dodd, Landscapes SA Limestone Coast	Rebecca White	Tourism eSchool
In	19/11/2020	Road Safety Concerns for Road in your area.	John Ernst	Safe Freight Networks Australia
Out	19/11/2020	International Cities Town Centres and Communities Society Conference	Barbara Cernovskis	City of Mount Gambier
Out	20/11/2020	Ag Extension / Project Officer information	Lisa Pearson	Yankalilla Council
Out	20/11/2020	LCRSA Tennis Program Update	Various Recipients	LCRSA Database
Out	20/11/2020	Letter of Support	Nicola & Jason Allen	Aloha Accommodation
Out	20/11/2020	Letter of Support - TIDF	Sandra	Apartments on Tolmie
In	21/11/2020	Tourism Industry Sentiment	Kent Comley	The Barn

In/Out	Date	Subject	Name	Organisation
Out	21/11/2020	FCOVID-19 - Update to Directions as at 21/11/20	Tony Elletson	starclubse@lclga.sa.gov.au
In	22/11/2020	Submitting questions to be included in our survey for drivers and companies	John Ernst	info@safefreightnetworks.com
Out	23/11/2020	Road Action Plan Clarifications - Mount Gambier City Council	Nick Serle	City of Mount Gambier
Out	23/11/2020	Roads Action Plan Clarifications - Naracoorte Lucindale Council	Daniel Willsmore	Naracoorte Lucindale Council
Out	23/11/2020	Scenic Tours	Various Recipients	Tourism Database
Out/In	23/11/2020	Action Plan Clarifications - District Council of Grant	Adrian Schutz	DC Grant
Out/In	23/11/2020	Road Action Plan Clarifications - Wattle Range Council	Peter Halton	Wattle Range Council
Out/In	23/11/2020	Roads Action Plan Clarifications - Tatiara District Council	Arron Hillier	Tatiara District Council
Out	24/11/2020	Financial Webinar for Sporting Clubs	Various Recipients	Sport & Rec Database
Out	24/11/2020	Infrastructure Project Grants NOW OPEN!	Various Recipients	Sport & Rec Database
Out	26/11/2020	e-intro - Limestone Coast Food Collective	Rebecca white	Tourism eSchool
Out	27/11/2020	LCLGA Regional Action Plan updated review	Viner-Smith, Tim	HDS
Out	30/11/2020	Letter of Support - TIDF	Alex	The Avenue Inn
Out	30/11/2020	Red Carpet for the Border re-opening !	Various Recipients	Tourism Database
Out	30/11/2020	Your Limestone Coast Digital Marketing Campaign - How to get involved.	Various Recipients	Tourism Database
In	1/12/2020	Scenic Tours	Emma Radis	Radis estate
Out	1/12/2020	Updated COVID Directions - 1 December 2020	Various Recipients	Sport & Rec Database
In/Out	2/12/2020	Brand assets for webinar promotion	Dodd, Lucy (LandscapeSA)	Landscapes SA Limestone Coast
Out	3/12/2020	Media Release - "Holiday Time: Slow Down, Kids Around" program	Various Recipients	LC Media and Member Councils
In	6/12/2020	Murray Darling Association (MDA) proposed name change	Matt Pinnegar	LGA SA

## 6.1 FINANCE REPORT

### BACKGROUND

The finance report is for the period July to October 2020, which is the first four months of the financial year.

To date, the budget is tracking as expected with some minor variations in cashflow timing which we expect to see corrected in the next period. Noting the budget was developed in March, and some work has already been impacted due to Covid-19, mainly from a phasing of expenditure perspective.

Overall income is 11% lower than budget, the majority of this relates to the timing of SACCA income, and expenditure is 36% lower than budget, and this is mainly due to phasing variation in the timing of expenditure on projects.

The net year-to-date profit and loss is a favourable variance of 22%. At this stage, we are not changing the forecast loss of \$117k, but noting the Board have approved unbudgeted expenditure for further Covid-19 destination marketing expenditure and part-funding of Executive Officer professional development.

As previously reported income from grants that are expected to be expended beyond the current year (where there are agreements in place) are held in liabilities and moved into revenue as expenditure occurs.

For the SMLC and SACCA projects, due to the external nature and liability of the revenue, they are held in liabilities and transferred into income shortly following expenditure to ensure they don't distort our profit and loss.

In terms of expenditure, most of the variations are due to timing of actuals when compared to forecast, noting some amounts have been smoothed over the year where actual spend is much more variable.

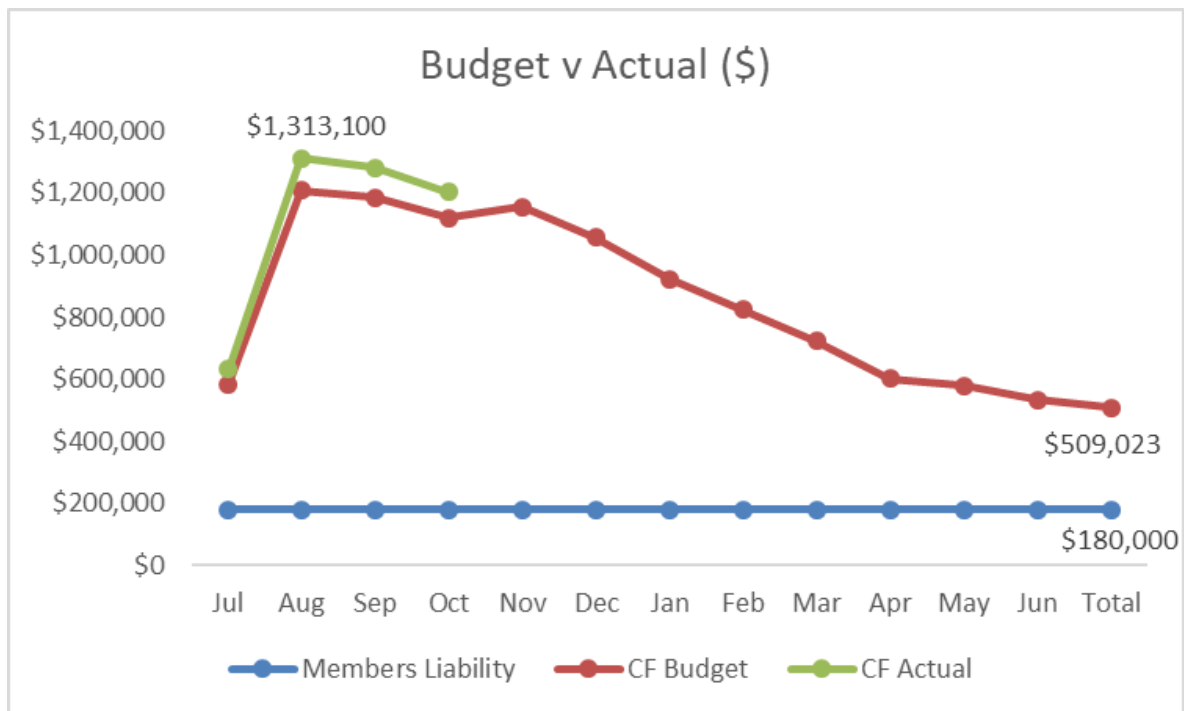
Project expenditure is a significant variation from budget; however, we expect to see this corrected in the next period.

Wages reflects a timing of pay runs difference.

Due to Covid-19, there have also been other minor variations, such as staff not attending seminars (most have been canceled)

From the balance sheet while total assets have reduced as expected from August, actual cash has increased due to trade debtors reducing from \$770k to \$9k.

Trade creditors have also decreased from \$25k to \$6.7k, showing we are paying our suppliers promptly.



## KEY ISSUES

The budget is tracking as expected with variations on approved projects due to timing differences.

There has been some additional expenditure approved by the Board. We have not amended the overall budget at this stage and will track the impacts as the year progresses.

The budget continues the strategy of drawing down members equity over time.

## RECOMMENDATION

Receive and note the finance reports:

- Report from the Executive Officer.
- The Balance Sheet as at 31<sup>st</sup> October 2020.
- The Consolidated Profit and Loss Budget Analysis for the period 1<sup>st</sup> July 2020 to 31<sup>st</sup> October 2020.

**Balance Sheet**

As of October 2020

ABN: 42 930 727 010  
Email: admin@lclga.sa.gov.au

<b>Assets</b>		
Cheque Account		\$204,706.63
Business Access Saver		\$138,390.70
Term Deposit 1 - 4960		\$455,102.32
Term Deposit 2 - 0560		\$232,676.23
Term Deposit 3 - 8860		\$422,901.36
Petty Cash		\$250.00
Trade Debtors		\$9,200.89
Undeposited Funds Account		\$8.35
<b>Total Assets</b>		<b>\$1,463,236.48</b>
<b>Liabilities</b>		
Trade Creditors		\$6,713.99
Accrued Expenses		\$909.56
<b>CREDIT CARDS</b>		
Destination Development Manager - 3117	-\$694.54	
SMC - 4064	\$55.17	
Leadership - 3157	\$624.64	
Executive Assistant - 5354	\$279.57	
Executive Officer - 4945	\$229.14	
Starclub/LCRSA - 9808	-\$610.28	
<b>Total CREDIT CARDS</b>		<b>-\$116.30</b>
<b>GST LIABILITIES</b>		
GST Collected	\$181,957.32	
GST Control Account	-\$175,069.31	
GST Paid	-\$19,822.26	
<b>Total GST LIABILITIES</b>		<b>-\$12,934.25</b>
<b>PAYROLL LIABILITIES</b>		
PAYG Payable	\$21,232.36	
Leave Provisions	\$48,883.21	
Long Service Leave	\$32,647.25	
Salary Sacrifice	\$1,321.17	
<b>Total PAYROLL LIABILITIES</b>		<b>\$104,083.99</b>
<b>PROJECT LIABILITIES</b>		
Tourism	\$13,986.40	
Limestone Coast Leadership Program	\$13,000.00	
Substance Misuse LC	\$43,198.79	
SA Coastal Councils Alliance	\$98,534.72	
<b>Total PROJECT LIABILITIES</b>		<b>\$168,719.91</b>
<b>Total Liabilities</b>		<b>\$267,376.90</b>
<b>Net Assets</b>		<b>\$1,195,859.58</b>
<b>Equity</b>		
Retained Earnings	\$618,521.28	
Current Year Earnings	\$577,338.30	
<b>Total Equity</b>		<b>\$1,195,859.58</b>

This report includes Year-End Adjustments.

<b>LIMESTONE COAST LOCAL GOVERNMENT ASSOC</b>				
Level 1				
9 Bay Road				
Mount Gambier SA 5290				
<b>Profit &amp; Loss</b>				
<b>July 2020 To October 2020</b>				
	<b>Actual (YTD)</b>	<b>Budgeted (TYD)</b>	<b>\$ Difference</b>	<b>% Difference</b>
<b>INCOME</b>				
Members Contributions	\$644,168	\$642,670	\$1,498	0%
Grants	\$218,205	\$295,966	-\$77,761	-26%
Grant (from liabilities)	\$50,699	\$0	\$50,699	
Participant Contributions	\$22,467	\$54,041	-\$31,574	-58%
Sponsorship	\$20,129	\$0	\$20,129	
Sundry Income	\$2,445	\$0	\$2,445	
Interest	\$2,343	\$5,000	-\$2,657	-53%
SA Coastal Councils Alliance	\$0	\$80,000	-\$80,000	-100%
<b>Total INCOME</b>	<b>\$960,455</b>	<b>\$1,077,677</b>	<b>-\$117,222</b>	<b>-11%</b>
<b>EXPENSES</b>				
Advertising & Marketing	\$0	\$1,000	-\$1,000	-100%
Audit & Accountants Fees	\$0	\$4,668	-\$4,668	-100%
Bank Fees	\$551	\$240	\$311	130%
Computing & IT	\$4,290	\$5,000	-\$710	-14%
Consultancy	\$0	\$2,000	-\$2,000	-100%
Occupancy	\$6,941	\$10,000	-\$3,059	-31%
Governance	\$2,000	\$6,000	-\$4,000	-67%
Insurances	\$5,911	\$3,400	\$2,511	74%
Meeting Expenses	\$355	\$1,200	-\$845	-70%
Miscellaneous Expenses	\$1,642	\$2,000	-\$358	-18%
Postage	\$38	\$160	-\$122	-76%
Printing/Stationery	\$2,533	\$2,000	\$533	27%
Projects	\$115,272	\$309,417	-\$194,145	-63%
Seminars	\$0	\$2,000	-\$2,000	-100%
Subscriptions	\$204	\$600	-\$396	-66%
Telephones	\$1,939	\$2,680	-\$741	-28%
Training	\$0	\$3,354	-\$3,354	-100%
Travel/Accommodation/Meals	\$1,756	\$0	\$1,756	
Vehicles	\$15,810	\$15,940	-\$130	-1%
Programs & Policy	\$20,430	\$0	\$20,430	
Wages	\$210,261	\$236,824	-\$26,563	-11%
<b>Total EXPENSES</b>	<b>\$389,932</b>	<b>\$608,483</b>	<b>-\$218,551</b>	<b>-36%</b>
<b>Net Profit/(Loss)</b>	<b>\$570,523</b>	<b>\$469,194</b>	<b>\$101,329</b>	<b>22%</b>

## 7.1 Limestone Coast Destination Strategy

### BACKGROUND

The Limestone Coast Destination Tourism & Marketing Plan was developed to create a strategic approach to effectively and efficiently grow our regions visitor economy.

The LCLGA partnered with South Australian Tourism Commission (SATC) to develop this Plan, the SATC invested \$20k in addition to our \$20k to undertake the project. Tourism e-School was contracted in December 2019 following a competitive sourcing process.

To develop the Destination Tourism & Marketing Plan, a consultation process was undertaken with key stakeholders from February 2020. This consultation involved thirteen workshops with around one hundred people participating. Further consultations occurred virtually due to CoVid19 with other regional stakeholders such as government departments & forestry.

From the consultations and market research, a detailed Situation Analysis was developed, which captured the key issues and opportunities for the LCLGA. The LCLGA Tourism Management Group also provided feedback to the Situation Analysis draft.

On 13<sup>th</sup> October, a Draft Plan was presented to the LCLGA Board, CEO's and members of the Tourism Management Group for feedback. There were also two virtual workshops presented to industry and the wider community with forty-three operators participating.

Feedback was captured via a range of electronic channels, including an online survey. The draft generated some media and community attention.

For ease of consumption, the Plan has been summarised into a snapshot, as attached, which succinctly highlights the eight recommended priorities.

In addition, we have prepared three checklists for various sectors so they can contribute to the delivery of the Plan. The draft versions of these are attached.

To date, the project is under budget at \$39,864. Noting an additional \$1,100 was required to conduct virtual industry engagement workshops on the Draft Plan due to Covid restrictions.

This paper seeks endorsement from the Board for the Limestone Coast Destination Tourism & Marketing Plan and steps out initial steps for implementation. The Plan includes analysis on some of the additional resources required for implementation with further work needed to understand some of the other costs.

One of the recommendations is to evolve the current Tourism Management Group to include a cross-section of industry representatives and funding partners to support the Strategy.

This paper will be supported with a presentation at the Board meeting.

## Possible Scenarios for “Team Limestone Coast”

LCLGA including individual member councils & VIC's	Industry	SATC + Other Government Agencies (DEW, Forestry etc.)	RDALC + Others
<p>Current Option A. 1 x FTE Operating budget ~ \$200k Delivering agreed priorities.</p> <p>Option B. Anticipated operating budget circa \$350k</p> <p>1. Manager 1 x FTE Delivering top priorities across</p> <ul style="list-style-type: none"> <li>• Experience Development</li> <li>• Access &amp; Infrastructure</li> <li>• Governance &amp; Collaboration</li> <li>• Value of Tourism</li> </ul> <p>2. Communications 1 x FTE Delivering top priorities across</p> <ul style="list-style-type: none"> <li>• Marketing</li> <li>• Visitor Servicing</li> <li>• Industry Capability</li> <li>• Events</li> </ul>	<p>24 individual groups</p> <p>Evolve Tourism Management Group to Regional Reference Group</p>	<p>Funding partners</p> <p>Local contact role and marketing circa \$75k pa.</p>	
<b>2025 Delivery of the Limestone Coast Destination Tourism &amp; Marketing Plan</b>			

## RECOMMENDATION

It is recommended that the LCLGA;

1. Endorse the draft Limestone Coast Destination Tourism and Marketing Plan
2. Endorse the preparation of an implementation plan with resourcing options and budget considerations to be presented to the LCLGA Aboard at the February 2021 meeting.
3. Evolve the LCLGA Tourism Management Group into the Regional Reference Group and prepare an amended set of terms of reference.



# LIMESTONE COAST DESTINATION & TOURISM MARKETING PLAN 2025 SNAPSHOT





## ACKNOWLEDGEMENT OF COUNTRY

The lands and waters of the Limestone Coast are central to the culture and beliefs of the Traditional Owners, who have occupied, enjoyed, utilised and managed the Limestone Coast area since the Creation.

The Limestone Coast Tourism Industry acknowledge the Boandik and Ngarrindjeri are the Traditional Owners and that we respect their spiritual relationship with their country.

We pay our respects to their elders, past and present.

We acknowledge the Aboriginal people who continue to care for this country today.

We honour their stories, songs, art, and culture, and their aspirations for the future of their people and these lands.

We respectfully encourage Aboriginal communities to be a part of the current and future success of the Limestone Coast Visitor Economy.

# WHERE DO WE WANT TO GO?

## Vision

The Limestone Coast has a thriving visitor economy, that's delivering jobs, community vibrancy, local pride and advocacy for the region

## Key Economic Goals

Increase visitor expenditure to \$609m by 2030  
Increase the number of tourism related Jobs in the Limestone Coast to 3210 by 2025

## Areas of Emphasis

Regional Awareness

Seasonality

Dispersal

## Enablers of Success

Adaptability

Data Culture

Effective Collaboration

Increased Investment

## Priority Areas

Marketing

Visitor Servicing

Events

Experience Development

Infrastructure and Access

Governance and Collaboration

Industry Capability

Promote the Value of Tourism



## THE LIMESTONE COAST APPEAL

The Limestone Coast is known for its clean, green and pristine credentials. It's one of Australia's natural icons, home to phenomenal world renown geological landscapes, which set the foundation for a thriving primary industries sector which underpins the visitor economy in the region.

The Limestone Coast has an established tourism industry with over 750 visitor experiences, and a strong calendar of events, which is supported by welcoming, visitor-focused towns and communities which offer accommodation, dining, retail, cultural and historical attractions, event venues and visitor information centres.

The hero experience theme for the region, which is also its key differentiator, is the nature based, outdoor and adventure experiences. The Region's natural landscapes, which comprise of volcanoes, craters, lakes, caves, sinkholes, swaps, stunning coastline and forests play host to many exceptional experiences in the Region including the Naracoorte Caves World Heritage Site, The Blue Lake, Umpherston Sinkhole, Ewen Ponds and Ghost Mushroom Lane.

These incredible natural assets attract people who travel for their interests including cave diving and snorkelling, fishing, four wheel driving and birdwatching and are all highly appealing to the Region's high yielding visitors.

Food, wine beverages are also significant demand drivers for the region, and with 6 wine regions, 40+ cellar doors, and a growing number of authentic food and dining experiences, the region has a critical mass of exceptional experiences that can drive demand from the region's visitor personas.

The burgeoning art, cultural and heritage experiences in the Limestone Coast share countless historical stories, and are captured throughout the Region's art galleries, museums, public art, and historic and cultural events.

The Limestone Coast is a geographically large region, and each town and community has a unique mix and flavour of the Limestone Coast's key experiences via their place, people, landscapes and events.

While the Region has an exceptional array of tourism experiences and events already, there are still many opportunities that once activated could drive significant growth in the visitor economy, which are highlighted in this Plan.



## WHAT DOES A THRIVING VISITOR ECONOMY MEAN TO THE LIMESTONE COAST?

The visitor economy in the Limestone Coast not only supports our traditional tourism businesses including cellar doors, accommodation, restaurants, cafes and attractions, but the multiplier effect of tourism creates jobs and supports local services including our retail businesses, service stations, supermarkets, trades people, professional services and even farmers.

When people visit and spend time in the Limestone Coast they bring 'new money' into the local communities within the Region.

This new money can lead to new jobs, secured livelihoods, new business opportunities, career pathways for school leavers, vibrant main streets, population growth, more investment by Councils in the livability of their municipalities, and less reliance on the agricultural, forestry and fishing industries to support the communities in the Limestone Coast.

**That's why tourism is everyone's business in the Limestone Coast.**



## KEY OPPORTUNITIES

### Consumer Direct Marketing

Increasing focus on consumer direct marketing activities to capture the strong demand from intrastate and anticipated demand from interstate markets (post COVID-19), and also build long-term sustainable demand from the Region's high yield visitors and niche interest segments across their full travel purchase journey will be key to growing the visitor economy over the next 5 years.

### Experience Development

Continued development of immersive, high quality experiences across the in Region's nature based outdoor and adventure; food, wine and beverages; history, heritage, indigenous, arts and culture experiences; combined with quality and experiential accommodation; will drive increased demand, and also important word of mouth advocacy with the Region's high yield visitors, niche markets and interest segments.

### Collaborative Visitor Servicing

Supporting the Region's visitor servicing resources to collaborate on projects such as visitor collateral, events support, online and outreach visitor servicing will be key to drive dispersal, spend and length of stay for all sectors of visitors into the Region.

### Events

Supporting existing events to recover post COVID-19, activating new event spaces across the Region and attracting new events in areas of leisure, sport and business are major opportunities for driving demand, dispersal and evening out seasonality across the Limestone Coast.

### Cross Border Marketing

Working with neighbouring Victorian destinations through partnership projects and appropriate marketing and visitor servicing activities will help drive dispersal from the strong numbers of high yield visitors who visit the Great Ocean Road, Grampians and Wimmera Mallee regions.





## WHO WILL THE REGION BE TARGETING?

Prior to COVID-19, the Limestone Coast was attracting the majority of visitors from South Australia and Victoria. It also had the highest international visitation compared to any other tourism region in South Australia.

The impacts of COVID-19, along with increased domestic competition and limited resources will see the Region pivot focus to visitors and markets that offer the best return on investment and add the most value to the region's visitor economy.

Three high-yielding visitor personas have been identified as offering the most value to the Region:

- › Older Couples
- › Families with School Age Children
- › Younger Couples, No Children

These visitors will most likely stay longer, spend more, disperse around the Region, become repeat visitors and most importantly, become strong word of mouth advocates for the Region.

Actions that drive demand from the domestic market will be the primary focus for the Plan, however, activities to keep the Region front of mind for key international source markets will be implemented to maintain momentum for when international travel resumes.

High yield Business Events, Sporting Events and Cruise will also have a particular focus in the Plan and actions will be implemented to activate these niche markets.



# HOW WILL WE GET THERE?

## Priority Areas + Key Opportunities

For the Limestone Coast to grow its visitor economy, it will focus on capitalising on opportunities that sit across

Eight Priority Areas:

	PRIORITY AREA	STRATEGIC INTENT	STRATEGIES + KEY INITIATIVES
1	<b>Marketing</b>	Communicate the appeal of the Limestone Coast to the Region's high-yield visitor personas and niche interest travellers throughout their whole travel purchase journey, to drive demand, increase length of stay, spend more and disperse around the Limestone Coast.	<ul style="list-style-type: none"> <li>• Limestone Coast Brand Strategy</li> <li>• 'Always On' Digital Marketing – Regional Website, Social Media, Consumer eNews</li> <li>• Seasonal Campaigns</li> <li>• Third party websites and apps – Increase Limestone Coast footprint.</li> <li>• SATC marketing initiatives leveraged</li> <li>• Trade, media, brand partnership, cross-border and niche market activities</li> </ul>
2	<b>Visitor Servicing</b>	To provide appropriate and relevant visitor information for the Region's High Yield Visitor Persona's and Niche Markets when and where they expect it to drive dispersal, spend and length of stay.	<ul style="list-style-type: none"> <li>• Visitor Servicing elevated as regional priority</li> <li>• Limestone Coast Visitor Servicing Network (LCVSN) and strategic projects activated</li> <li>• Annual Visitor Collateral Plan</li> <li>• Strategic in person, online and outreach visitor servicing activities and projects</li> </ul>
3	<b>Events</b>	Ensure 'Team Limestone Coast' (all stakeholders) are collaborating to attract, promote and deliver events that drive demand for the Limestone Coast year round.	<ul style="list-style-type: none"> <li>• Limestone Coast Event Plan</li> <li>• Support and promote existing events</li> <li>• Attract new events to the Region</li> <li>• Attract high yield Business and Sports Events</li> <li>• Sustainable events committees and volunteer engagement plan</li> </ul>
4	<b>Experience Development</b>	Support the development and expansion of demand driving visitor experiences and maintaining access and infrastructure visitors and locals expect across the Limestone Coast.	<ul style="list-style-type: none"> <li>• Nature Based and Outdoor Adventure, Food, Wine and Beverage experiences, History, Heritage, Arts and Cultural experiences – Support existing operators and attract new investment.</li> <li>• Accommodation – Advocate for investment into existing and new facilities.</li> <li>• Sporting, Recreation and Event/Function Infrastructure – Advocate for investment into existing and new facilities.</li> <li>• Advocate for positive regulatory environment and funding that supports visitor experience development in the Region</li> </ul>
5	<b>Access and Infrastructure</b>	Enable safe and easy access to and around the Limestone Coast and maintain visitor relevant infrastructure to a standard that both visitors and locals expect.	<ul style="list-style-type: none"> <li>• Advocate for air, road, public transport and rail access to/around the Region.</li> <li>• Tourism Signage Plan</li> <li>• Public Assets and Infrastructure - deliver new/upgrade existing/maintain – key tourist roads, wifi, coastal assets, parking, public toilets, bins, RV Campgrounds and Parks.</li> </ul>
6	<b>Governance + Collaboration</b>	Limestone Coast Visitor Economy stakeholders work cohesively and collaborate effectively on opportunities to drive growth of the Limestone Coast's visitor economy.	<ul style="list-style-type: none"> <li>• This Plan – Appropriate funding, governance structures, measurement and reporting framework.</li> <li>• Industry Engagement and Communication Plan</li> <li>• Cross Sector specific projects</li> <li>• Cross Border (Vic) and neighboring SA Regions – inc. Collaborative projects - Visitor servicing, marketing, events experience packaging</li> </ul>
7	<b>Industry Capability</b>	Supporting the Limestone Coast Tourism Industry to develop sustainable businesses and events that deliver high quality visitor experiences.	<ul style="list-style-type: none"> <li>• Tourism Businesses, Events + Volunteers - Advocate/connect to tools, technologies, programs and grant funding to maximise their professionalism and profitability</li> <li>• Tourism Industry Workforce Plan</li> </ul>
8	<b>Promote the Value of Tourism</b>	Communicate the value of the visitor economy with Limestone Coast communities to create positive sentiment for the sector and encourage local advocacy for the Region as a travel destination.	<ul style="list-style-type: none"> <li>• Local residents, elected bodies + media advocacy and engagement plans</li> </ul>



## IMPLEMENTATION & KEY OPPORTUNITIES

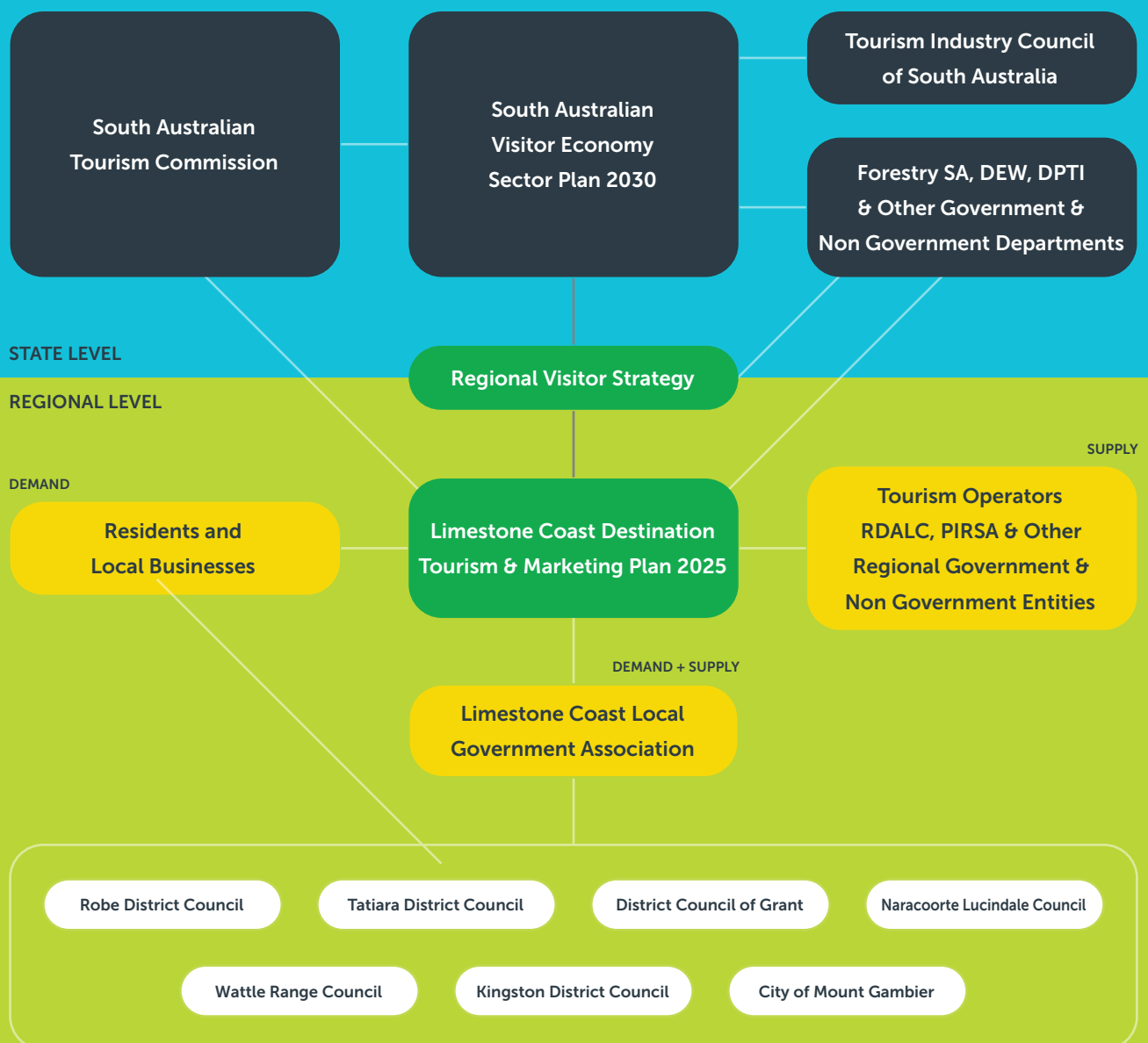
A comprehensive Action Plan has been developed for each of the 8 Priority Areas. The Action Plan identifies priorities, time-frames, key performance indicators, partners and responsibilities.

While LCLGA will lead many of the Plan's actions, many other regional stakeholders including Local Government, Visitor Information Centre, Tourism Operators, Limestone Coast Town Management Committees/Tourism Groups and Residents are also key stakeholders in bringing this Plan's ambition to life.

Checklists have been developed to support Tourism Operators, Progress Association/Town Committees and Residents to implement the Plan through their own resources, and can be downloaded from

<https://www.lclga.sa.gov.au/strategic-activities/sustainable-economy/regional-tourism>

*Important Note: The full 'Limestone Coast Tourism Management and Marketing Plan 2025' and 'Limestone Coast Destination Situation Analysis 2020' will need to be consulted by stakeholders responsible for this Plan's implementation in order to provide context to the opportunities and outlined in the Eight Strategic Priority Areas.*





## MEASURING SUCCESS

The success of this Plan will be measured and reported on annually by analysing and reporting on Eight Key Performance Indicators (KPIs) through data supplied by the South Australian Tourism Commission, desktop research and new primary research projects.

Each of the following KPIs has a specific metric, baseline data to start measuring from, and future potential to aim towards.

- 1 Visitor Yield - Tourism Expenditure
- 2 Direct and Indirect Employment
- 3 Industry Stakeholder Engagement and Participation
- 4 Total number of overnight visits
- 5 Total number of nights
- 6 Average Length of Stay (Domestic)
- 7 Total number of Day Trip visits
- 8 Visitor Sentiment/Perception of the Region







## ACKNOWLEDGEMENTS

Thank you to all of the tourism operators, residents, community groups, and industry stakeholder organisations who provided input into the Plan during 2020.

Many people were engaged throughout the extensive consultation period through local workshops, an online survey and one-on-one meetings, all providing wide ranging and valuable input into the new Plan.



# DESTINATION TOURISM MARKETING PLAN 2025



## CHECKLIST FOR TOURISM OPERATORS

Keeping your business 'in business' and growing the tourism industry is the priority of this Plan. Below are a few ways you can help grow your own business while also supporting the wider Limestone Coast Visitor Economy.

1. **ATDW Listing.** Don't miss out on coverage by SATC or leads from Visit Limestone Coast social channels. Ensure your business and any events you run have listings on the Australian Tourism Data Warehouse (ATDW)
2. **Tell your own business stories** on the channels your High Yield Visitors are on – eg Social Media (Facebook/Instagram/YouTube) and your own website (via a Blog)
3. **Story Ideas:** Share your ideas for your part of the Limestone Coast via this Online Survey (<https://www.surveymonkey.com/r/LCStoryIdeas>) for potential inclusion in future blog articles on [www.limestonecoast.org.au](http://www.limestonecoast.org.au), on social media and other marketing activities.
4. **Amplify your stories on social media.** Build an engaged, passionate community around your experience. Remember it's about engaged communities, not number of likes or followers!
  - › **Facebook.** Share a great image/video, and great story via the caption (no hashtags). Running events? Make sure you add them as an event, so they can also be shared by Visit Limestone Coast.
  - › **Instagram.** Share great images/videos in your newsfeed, share longer form storytelling caption, and use relevant hashtags of [#visitlimestonecoast](#) and [#seesouthaustralia](#). Use up to #30 relevant hashtags (eg town/location/experiences) to help with discovery. Follow and tag relevant accounts in your comments for relevant posts. (See following page for local social media tourism channels)
  - › Try the **Stories feature** (only last 24 hours) on Instagram + Facebook. These are great for more casual, everyday happenings. Tag [@limestonecoast](#) and you may be reshared!
5. **Ensure your website is optimised** for mobile visitors, has a focus on the 'benefits' of your business (not just the features), has professional up to date photos, and you offer online bookings to capture conversions.
6. Keep refining and improving your **visitor experience** so your happy visitors become raving fans of the Region!
7. Make sure your **TripAdvisor and Google My Business Listings** are claimed, optimised, and you're responding to reviews from visitors every few days.
8. **Get involved with the Recovery campaign.** Share signage at your business and visitor communications, such as social media.
9. **'Limestone Coast Tourism Industry Network' Facebook Group.** Are you a member? If not search for it in Facebook, and come and join for updates on all tourism opportunities.
10. **Keep in touch with the VIC's** in the Region. Keep them updated on your experience, and other opportunities you can be involved in such as regional visitor collateral.
11. **Get involved with the Tourism Committees** in your part of the Limestone Coast
12. **Work with Tourism Industry Council South Australia (TICSA)** for tourism accreditation, awards, networking and training and development – they provide so many great opportunities for businesses!

## KEEP INFORMED AND INSPIRED

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Like 'Visit Limestone Coast' on Facebook [facebook.com/LimestoneCoast](https://www.facebook.com/LimestoneCoast)

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# DESTINATION TOURISM MARKETING PLAN 2025



Progress Associations and Town Management Committees play a pivotal role in developing sustainable and vibrant communities. Below are some of the ways your committees can support the implementation of the Plan to help build a thriving visitor economy for the Region.

1. **Strategy:** Read through the Action List in the Plan and identify consistent activities between the region and your action plan.
2. ATDW: Ensure your free /public attractions and any tourism events your community runs have listings on the Australian Tourism Data Warehouse (ATDW) which will then show up on [www.limestonecoast.org.au](http://www.limestonecoast.org.au).
3. Make sure the **TripAdvisor and Google My Business Listings** for all of your fantastic free experiences are claimed, optimised, and someone is designated to respond to the reviews from visitors.
4. Story Ideas: Share your ideas for your part of the Limestone Coast via this Online Survey (<https://www.surveymonkey.com/r/LCStoryIdeas>) for potential inclusion in future blog articles on [www.limestonecoast.org.au](http://www.limestonecoast.org.au), on social media and other marketing activities.
5. **Amplify your stories on social media.** Build an engaged, passionate community around your experience. Remember it's about engaged communities, not number of likes or followers!
  - **Facebook.** Share a great image/video, and great story via the caption (no hashtags). Running events? Make sure you add them as an event, so they can also be shared by Visit Limestone Coast.
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  - Try the **Stories feature** (only last 24 hours) on Instagram + Facebook. These are great for more casual, everyday happenings. Tag [@limestonecoast](#) and you may be reshared!
6. **Ensure your website is optimised** for mobile visitors, use professional images, and publish stories (on a blog) that will inspire and help visitors to have the best experience whilst they are in your part of the region.
7. Speak to your local VIC about having Regional Guides and other brochures at key visitor touchpoints in your town (eg. Roadhouse, Delis etc)
8. Keep in touch with your Council to let them know of any projects that are required to improve the visitor experience in your town (such as Signage, Public Toilets, Parks, Parking, RV Campgrounds), and to be kept informed of any grants available.
9. Attend training and development courses to upskill in best practice tourism marketing
10. **Share good news stories with your local Council** to share in their communications with locals
11. Help the locals in your town understand the value of tourism by **sharing good new stories in your local communication to residents** (via Social Media, printed/digital newsletters)
12. **'Limestone Coast Tourism Industry Network' Facebook Group.** Are you a member? If not search for it in Facebook, and come and join for updates on all tourism opportunities

## KEEP INFORMED AND INSPIRED

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# DESTINATION TOURISM MARKETING PLAN 2025



## CHECKLIST FOR LIMESTONE COAST RESIDENTS

Locals play such an important role in supporting the tourism industry. Your advocacy of the Limestone Coast is trusted by your friends and family, so why not share your love for our beautiful destination to help build a sustainable visitor economy for the families who call the Limestone Coast home.

Below are a few ways you can help support the Plan.

1. **Get out and about in your local town and share some photos** of the amazing things to do and see in the Region. While out and about, use #visitlimestonecoast and @limestonecoast on your Instagram posts so the Region can find and re-share your brilliant photos, and potential visitors can see all of our wonderful experiences by searching these hashtags.
2. Ensure any **tourism events** you run (or have a part in running) have listings on the **Australian Tourism Data Warehouse (ATDW)** which will then show up on [www.limestonecoast.org.au](http://www.limestonecoast.org.au)
3. **Share story ideas for your part of the Limestone Coast** via this Online Survey (<https://www.surveymonkey.com/r/LCStoryIdeas>) for potential inclusion in future blog articles, on social media and other marketing activities.
4. **Like to write stories?** Then touch base with Biddie Shearing from Limestone Coast Local Government Association ([tourism@lclga.sa.gov.au](mailto:tourism@lclga.sa.gov.au)) to potentially contribute to future blog articles
5. **Shop locally where you can** to support all of the wonderful local businesses in the Region
6. **Keep an ear to the ground for new news** about what's happening in the Region from a tourism perspective
7. **Invite your friends and family to visit your part of the Limestone Coast** (ideally overnight!) and show them what it's like to live like a local!
8. **Engage with new tourism related projects and plans when they are out for consultation**, and seek out a deeper understanding about what a thriving visitor economy means for you and your local community.

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## 7.2 Mixed Dozen Trails Project

### BACKGROUND

The Limestone Coast Local Government Association (LCLGA) has been an integral partner in the development, resourcing and implementation of the Limestone Coast Mixed Dozen Interactive Wine Trails Project which is a digital itinerary planning tool for visitors to our region. The project lead is the Limestone Coast Grape & Wine Council.

The implementation of the grant-funded component of the project concludes in February 2021. Part of this acquittal process requires the project to have a sustainable model beyond the life of the funding, in particular the management of the web-platform [www.limestonecoast.org.au](http://www.limestonecoast.org.au) and ideally a management framework.

The LCLGA Tourism Management Group (LMTG) supports the Mixed Dozen project which has developed tools, assets and industry capability across the region that benefits the regional tourism program. The Mixed Dozen project positions the region well as we emerge from the CoVid19 hibernation. The LMTG recognises the need to link into and leverage wine tourism offerings to increase the length of stay and expenditure in our region from high-value travellers.

The LCLGA Destination Development Managers' (DDM) existing activities and the Destination Tourism and Marketing Plan will make use of the Mixed Dozen project. Further, the Mixed Dozen project aligns strongly with the core operational business of the LCLGA Tourism Program.

The proposed Mixed Dozen Action Plan 2020 – 2023 outlines 14 goals with 48 actions. The current DDM plan 2020 – 2021 captures 32 of these actions as mutually beneficial activities, including cross-border initiatives.

The current Mixed Dozen Steering Committee will be in place for a minimum of three years. This Committee will enable the funding partners of the project to:

- Ensure the principles of the project are maintained
- Provide an external reference group
- Continue to build on the collaborative partnerships that have been developed to date
- Utilise regional data to contribute to the strategic planning of the region
- Utilise data from the platform to continuously improve and evolve the web-platform
- Share the success of the platform through their networks, building advocacy.

The Limestone Coast Grape & Wine Council has written to each member council and the LCLGA requesting a financial contribution over three years. A summary of this is below.

	Year 1	Year 2	Year 3	TOTAL
LCLGA	\$2,000	\$2,000	\$2,000	\$6,000
Tatiara	\$2,000	\$2,000	\$2,000	\$6,000
Naracoorte Lucindale	\$2,000	\$2,000	\$2,000	\$6,000
Wattle Range	\$2,000	\$2,000	\$2,000	\$6,000
Kingsdon SE	\$2,000	\$2,000	\$2,000	\$6,000
Robe	\$2,000	\$2,000	\$2,000	\$6,000
DC Grant	\$2,000	\$2,000	\$2,000	\$6,000
City of Mount Gambier	\$2,000	\$2,000	\$2,000	\$6,000
TOTAL	\$16,000	\$16,000	\$16,000	\$48,000

We understand the operating expenditure for this project is approximately \$8,500pa for the first two years and will increase to \$14,500 from year three onwards.

The industry contribution by the Limestone Coast & Grape Council is proposed at \$2,000 per year, totalling \$6,000 over the three years.

Taking into account the in-kind contribution of the DDM and other council teams, and the development of a region website that will provide the mixed dozen platform a digital home, it is proposed our collective contribution be approximately \$10,000 per year for two years with a review of the value created before any further commitment.

We should also reserve the right to withdraw our funding if the value proposition of the project is not complementary to the objectives of the LCLGA Destination Marketing Plan.

## **KEY ISSUES**

- The grant period for the development of a Limestone Coast Mixed Dozen Interactive Wine Trails Project is coming to an end.
- The Limestone Coast Grape & Wine Council are seeking to establish arrangements to allow the Tool to continue.
- The LCTMG supports the project as it is seen as a valuable tourism tool for the region to encourage high-value tourist to stay longer and invest more.
- The Mixed Dozen Project is currently used by the DTM and is consistent with the new Destination Marketing Strategy.
- A single approach via the LCLGA is an efficient way to engage with the Limestone Coast Grape & Wine Council.
- Based on our knowledge of the project, and the support in kind being offered by the DTM, we believe a contribution of around \$10,000 should be sufficient to support the project.
- The Governance and Ownership arrangements do present an albeit small risk that the Tool may not be able to be fully leveraged to the benefit of the Destination Tourism Marketing Plan in the future. Therefore our funding should be contingent on this alignment.
- There is no budget for this investment, and funding (if supported by members) should be included in the 2021/22 LCLGA Business Plan.

## **RECOMMENDATIONS**

It is recommended that LCLGA -

1. Receives and notes the report;
2. Authorises the LCLGA Executive Officer to negotiate the regional investment level and conditions of the grant arrangements
3. The resulting funding requirement be included in the 2021/22 and future business plans.
4. Any impacts in 2020/21 financial year be deducted from members equity.
5. The final agreement be reported to the Board.

### 7.3 LCLGA 2020-2021 BUSINESS PLAN ASSUMPTIONS

#### BACKGROUND

The LCLGA approved a new strategic plan in 2019, and the current business plan is the first year of operations to realise the objectives of the strategy.

A strategic plan should be reviewed when there is a significant change in the value proposition or when the operating and strategic environments are disrupted.

The realities of Covid-19 and geopolitical instability are significant changes in our operating environment, and the strategic plan should be reviewed to ensure it is still relevant, and the priorities are correct.

It is not expected our “why” would change as this has only recently been agreed and is somewhat independent to the external environment. Our “why” is to “collectively building stronger communities”.

However, the context of what our “why” means in a post-covid-19 world should be tested. It is proposed to hold a workshop with the Board and CEO’s in February to assess our strategy and provide directions for the business plan.

To allow the LCLGA to prepare scenarios and assess our future financial viability, we are seeking preliminary feedback on the underlying assumptions we will use to develop plans, options and supporting financial models.

By approving these assumptions, we are not locking them in, and following the February workshop, they will most likely be varied.

We also note in this agenda, there is a paper on the Destination Marketing Plan, which still needs to be fully costed.

Approving these assumptions will also allow our members to factor in some preliminary financial positions into their budgets.

The approach and assumptions proposed are as follows:

- Administration and projects are funded separately.
- RDALC costs are separate from a budgeting perspective
- Overheads for programs are covered in administration.
- The current incubator projects continue under existing agreements; they are Leadership, Sports Academy and Substance Misuse Limestone Coast.
- We continue to administer the SACCA.
- Cost are escalated by CPI where actuals are not known.
- Salaries increase with the average of our members EBA agreements.
- Office lease costs remain as is – this is probably an optimistic position.
- That the current strategy remains valid (until the review).
- Oncosts are recovered at 16% from projects and incubator projects
- LCLGA members fees are escalated by a maximum of CPI+2% - the final position may be less than this.
- It is acceptable to continue to make losses and drawdown members equity.
- The Joint Planning Board is separately funded.

It is also proposed to reassess the minimum cash holdings as part of this review given changes in the way we are now accounting for staff liabilities.

Once the draft budget has been developed, it is proposed that it will be reviewed by the Risk and Audit Committee so they can advise the Board of its acceptability.

### **KEY ISSUES**

The validity of the current strategic plan should be tested and affirmed due to the significant disruptions in our operating environment since March 2020.

Endorsement of initial assumptions will allow LCLGA to commence business plan modelling ahead of a Board workshop and also allows our members to make some initial budget provisions.

The costs associated with the JPB will need to separately accounted for, and these will be provided as the draft 2021/22 budget is developed.

The assumptions assume business as usual and the trend to reduce members equity towards a minimum acceptable position.

### **RECOMMENDATION**

It is recommended that LCLGA;

Approves the assumptions to develop business plan models.

## **7.4 LCLGA BOARD, COMMITTEE AND OUTSIDE ORGANISATION APPOINTMENTS**

### **BACKGROUND**

Each year under our current nomination process, we seek nominations for internal and external committees and the Board.

This process inevitably creates some confusion, and in many cases, the same people are renominated for the same committees, and for many committees, each Council nominates their representatives.

It is proposed that the current appointments, as attached, continue to the next Council elections in 2022 when a new nomination process will be needed for the next period between elections.

If there becomes a vacancy at anytime Councils may nominate new appointments by providing advice to the LCLGA on the changes. Where there are appointments requiring nominations across Councils such as for the ZEMC, where we have just two LCLGA positions, we would seek nominations from our members for Board approval.

It should be noted that this would not replace the need to elect the President and Vice President of the LCLGA each year at the AGM which is required under our charter. At the AGM we would confirm the appointments on our record.

### **KEY ISSUES**

The annual appointment process has created a significant amount of work each year for little benefit.

It has been proposed by members that we should extend appointments from one Council election cycle to the next.

Under our charter, the President and Vice will still be elected at the AGM.

### **RECOMMENDATION**

It is recommended that the LCLGA:

Approves the extension of current LCLGA Board, Committee and outside appointments until the next local government election in 2022.

## 7.5 LCLGA 2021 MEETING SCHEDULE

The Limestone Coast Local Government Association General Meetings are generally held bimonthly on the second Friday of the month commencing in February each year.

### DISCUSSION

The LCLGA proposes the below dates and locations for endorsement noting they could be subject to change to accommodate Limestone Coast Councils, LGA SA and ALGA events which are yet to be confirmed.

Date	Meeting	Location
TBC	SAROC	LGA House, Adelaide
12 <sup>th</sup> February 2021	LC LGA AGM & GM	Tatiara District Council
19 <sup>th</sup> March 2021	SAROC	LGA House, Adelaide
TBC - April 2021	Council Best Practice Showcase LGA Ordinary GM	TBC
9 <sup>th</sup> April 2021	LC LGA GM	Naracoorte Lucindale Council
TBC - May 2021	SAROC	LGA House, Adelaide
11 <sup>th</sup> June 2021	LC LGA GM	Kingston District Council
TBC - July 2021	SAROC	LGA House, Adelaide
13 <sup>th</sup> August 2021	LC LGA GM	City of Mount Gambier
TBC August 2021	LGA Roads & Works Conference	TBC
TBC - September 2021	SAROC	LGA House, Adelaide
8 <sup>th</sup> October 2021	LC LGA	Wattle Range Council
TBC - October 2021	LGA Conference & AGM	TBC
TBC - November 2021	SAROC	LGA House, Adelaide
10 <sup>th</sup> December 2021	LC LGA GM & Christmas Lunch	District Council of Robe
TBC February 2022	SAROC	LGA House, Adelaide
11 <sup>th</sup> February 2022	LG LGA AGM & GM	District Council of Grant

### RECOMMENDATION

It is recommended that the LCLGA;

Endorse proposed the LCLGA 2021 meeting dates and council locations noting they could be subject to change to accommodate Limestone Coast Councils, LGA SA and ALGA events.



# Draft

## **Draft Minutes of the LGA Board of Directors Meeting held on Thursday 22 October 2020 at 1:00 pm in the Mayor's Parlour at City of Norwood Payneham & St Peters, 175 The Parade, Norwood**

### **1. Welcome, Present & Apologies**

The President opened the meeting at 1.00 pm and welcomed members and staff to the City of Norwood Payneham & St Peters. The President thanked the CEO of the City of Norwood Payneham & St Peters for hosting.

#### **1.1 Present**

Mayor Sam Telfer	Director / LGA President
Mayor Gillian Aldridge OAM	Director / Office of the Immediate Past President
Mayor Kevin Knight	Director
Mayor Peter Matthey OAM	Director
Mayor David O'Loughlin	Director
Mayor Keith Parkes	Director
Mayor Erika Vickery OAM	Director / Chair of SAROC

#### **LGA Secretariat:**

Matt Pinnegar	Chief Executive Officer
Dr Andrew Johnson	Executive Director Corporate Governance / Mutual
Nathan Petrus	Executive Director Member Services
Lisa Teburea	Executive Director Public Affairs
Andrew Wroniak	Director Corporate Services
Astrid Crago	Administration Coordinator (Governance) (minutes)

#### **1.2 Apologies & Absences**

Mayor Clare McLaughlin	Director
Mayor Karen Redman	Director / Chair of GAROC
Mayor Jan-Claire Wisdom	Director

# Draft

## 2. Minutes of Previous Meeting

### 2.1 Minutes of Meeting held 17 September 2020

Moved Mayor Aldridge Seconded Mayor Vickery that the LGA Board of Directors confirms the minutes of:

- the meeting held on 17 September 2020;
- the special meeting of 6 October 2020; and
- the circular resolution of 23 September 2020

as true and accurate records of the proceedings held.

**Carried**

### 2.2 Resolutions and actions from previous meetings

Moved Mayor Knight Seconded Mayor Parkes that the LGA Board of Directors notes progress with resolutions resulting from the meeting of 17 September 2020 and outstanding resolutions from earlier meetings.

**Carried**

## 3. LGA Updates

### 3.1 Report from the LGA President – October 2020

The President provided a verbal update on the report.

Moved Mayor O'Loughlin Seconded Mayor Vickery that the LGA Board of Directors:

1. notes the report; and
2. thanks and congratulates the President for his leadership and successful outcomes achieved for the local government sector and the LGA during his term; noting it's been a time of enormous challenge and successful reform.

**Carried**

### 3.2 ALGA Update

ALGA President Mayor David O'Loughlin provided a verbal update on the activities of the ALGA.

### 3.3 Report from the LGA CEO

The CEO provided a verbal update on the report.

Moved Mayor Matthey Seconded Mayor Knight that the LGA Board of Directors notes the report.

**Carried**

Draft

#### **4. Reports from Bodies Established Pursuant to the LGA Constitution**

**4.1 LGA Audit & Risk Committee** *(no report)*

**4.2 GAROC Committee** *(no report)*

**4.3 SAROC Committee**

Moved Mayor Vickery Seconded Mayor Aldridge that the LGA Board of Directors notes the draft minutes for the meeting of the SAROC Committee meeting held on 17 September 2020.

**Carried**

**4.4 CEO Advisory Group** *(no report)*

**4.5 LGASA Mutual** *(refer confidential reports)*

**4.6 LGA Procurement** *(no report)*

#### **5. Invited Guest Speakers**

Mr David Holston, Chair, LGASA Mutual Board for Items 7.7, 8.4, 8.5, 8.6 & 8.7.

#### **6. Proposed Items of Business submitted by Member Councils**

Nil.

#### **7. Reports for Discussion**

**7.1 Heavy Vehicle – Program Update**

Heavy Vehicle Access Liaison Officer, Toni Clarke provided a verbal update to the report via videoconference.

Moved Mayor Parkes Seconded Mayor Vickery that the LGA Board of Directors:

1. notes the report on Heavy Vehicle – Program Update; and
2. endorses the LGA's submissions in response to the Heavy Vehicle National Law Review and the Heavy Vehicle Road Reform.

*1.33pm Mayor Aldridge left the meeting.*

**Carried**

**7.2 Local Government Data Breach Notification Procedures**

Executive Director Public Affairs Lisa Teburea provided a verbal update.

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Moved Mayor O'Loughlin Seconded Mayor Matthey that the LGA Board of Directors:

1. notes the report; and
2. accepts the recommendations of the Greater Adelaide Regional Organisation of Councils and agrees to:
  - a. the LGA undertaking a project to investigate current issues, consult with councils and review regulatory options relating to privacy principles and data breach notifications and report back to the Board within 6 months on the outcomes of this project and future directions; and
  - b. the LGA commencing consultation with councils and undertaking further investigation to inform the project.

*1.34pm Mayor Aldridge returned to the meeting.*

**Carried**

### **7.3 1st Quarterly KPI Strategic Report 2020/21**

Moved Mayor Vickery Seconded Mayor Aldridge that the LGA Board of Directors:

1. notes the report on the performance of the LGA against the 2020/21 strategic objectives.
2. approves additional objectives and KPIs regarding member services, LGASA Mutual and the new Strategic Plan (as outlined in this report).

**Carried**

### **7.4 LGA Financial Results Year to 30 September 2020**

CEO Matt Pinnegar and Executive Director Nathan Petrus provided verbal updates to the report.

Moved Mayor Knight Seconded Mayor Parkes that the LGA Board of Directors notes the report on the LGA's year to date finances to 30 September 2020.

**Carried**

### **7.5 Board Induction Program**

Moved Mayor Matthey Seconded Mayor O'Loughlin that the LGA Board of Directors endorses the Board Induction Program for the incoming Board.

**Carried**

*1.47pm Mr David Holston, Chair, LGASA Mutual Board joined the meeting via videoconference.*

### **7.6 CEO Advisory Group Nominations Process**

Moved Mayor Vickery Seconded Mayor Knight that the LGA Board of Directors:

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1. approves the use of the LGA Appointments to LGA related Entities Policy as a framework for making appointments to the LGA CEO Advisory Group, noting that the LGA Board of Directors will be the final decision maker; and
2. requests the Secretariat begin the process of seeking Expressions of Interest for members of the LGA CEO Advisory Group.

**Carried**

## **8. Confidential Reports**

### **8.1 Grounds for moving into confidence**

Moved Mayor Aldridge Seconded Mayor Vickery that the LGA Board of Directors resolves to consider the following items in confidence being satisfied that there are reasonable grounds for the information received, discussed or considered in relation to these items to be treated confidentially having considered clause 2.5.3 of the LGA Meeting Procedures and orders all observers at the meeting, with the exception of LGA staff on duty and Mr David Holston, Chair LGASA Mutual Board, be excluded from attendance at the meeting:

1. Agenda Item 8.4 - LGASA Mutual Board Confidential Minutes of Meeting;
2. Agenda Item 8.5 - LGASA Mutual Investment Strategy;
3. Agenda Item 8.6 - Appointment of Independent Director to LGASA Mutual Pty Ltd; and
4. Agenda Item 8.7 - National Redress Scheme.

**Carried**

*2.42pm There were no observers present to leave.*

Mr David Holston, Chair, LGASA Mutual Board gave a verbal presentation to Directors.

### **8.4 LGASA Mutual Board Confidential Minutes of Meeting**

Moved Mayor Matthey Seconded Mayor Vickery that the LGA Board of Directors:

1. notes that this item is being considered in confidence as the report deals with a matter or matters that have reasonable grounds to be treated confidentially having considered clause 2.5.3 of the LGA Meeting Procedures;
2. notes the summary report and confidential minutes of the 9 September 2020 LGASA Mutual Board meeting;
3. having considered Agenda Item 8.4 - *LGASA Mutual Board Confidential Minutes of Meeting* in confidence resolves to retain the report and attachments in confidence within the parameters of the original resolution contained within.

**Carried**

# Draft

**8.5 LGASA Mutual Investment Strategy****8.6 Appointment of Independent Director to LGASA Mutual Pty Ltd****8.7 National Redress Scheme****7. Reports for Discussion (cont.)****7.7 LGASA Mutual Annual Report**

Moved Mayor Parkes Seconded Mayor Knight that the LGA Board of Directors notes the 2019/20 annual report of LGASA Mutual Pty Ltd.

**Carried**

The Chair thanked Mr Holston for his input.

*2.40pm Mr David Holston left the meeting.*

**8. Confidential Reports (cont.)****8.1 Grounds for moving into confidence**

Moved Mayor Vickery Seconded Mayor Knight that the LGA Board of Directors resolves to consider the following items in confidence being satisfied that there are reasonable grounds for the information received, discussed or considered in relation to these items to be treated confidentially having considered clause 2.5.3 of the LGA Meeting Procedures and orders all observers at the meeting, with the exception of LGA staff on duty, Mr David Holston, Chair LGASA Mutual Board (for Items 8.2- 8.7), be excluded from attendance at the meeting:

1. Agenda Item 8.2 - Confidential Minutes of Previous Meetings;
2. Agenda Item 8.3 - Confidential Resolutions and Actions from Previous Meetings;
3. Agenda Item 8.8 - Libraries Funding Agreement;
4. Agenda Item 8.9 - LGASA Human Resources Library;
5. Agenda Item 8.10 - Partnership Proposal;
6. Agenda Item 8.11 - Performance Measurement and Reporting Framework: Project Plan;
7. Agenda Item 8.12 - First Quarter Budget Review;
8. Agenda Item 8.13 - Local Government House Construction Update;
9. Agenda Item 8.14 - Audit and Risk Committee - Membership Report;
10. Agenda Item 8.15 - Appointment to SA Flood Warning Consultative Committee;
11. Agenda Item 9.1 - Nominations to Local Government Finance Authority Board of Trustees; and

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## 12. Agenda Item 9.2 - Gender Equality Bill Submission.

**Carried**

2.42pm *There were no observers present to leave.*

### 8.2 Confidential Minutes of previous meeting

Moved Mayor Knight Seconded Mayor Vickery that the LGA Board of Directors:

1. notes that this item is being considered in confidence as the report deals with a matter or matters that have reasonable grounds to be treated confidentially having considered clause 2.5.3 of the LGA Meeting Procedures;
2. confirms the confidential minutes of:
  - the meeting of 17 September 2020; and
  - the special meeting of 6 October 2020;as true and accurate records of the proceedings held; and
3. having considered Agenda Item 8.2 - *Confidential Minutes of Previous Meetings* in confidence resolves to retain the attachments and discussion in confidence within the parameters of the original resolutions contained within.

**Carried**

### 8.3 Confidential Resolutions and Actions from previous meetings

Moved Mayor Aldridge Seconded Mayor Parkes that the LGA Board of Directors

1. notes that this item is being considered in confidence as the report deals with a matter or matters that have reasonable grounds to be treated confidentially having considered clause 2.5.3 of the LGA Meeting Procedures;
2. notes progress of confidential resolutions resulting from the special meeting of 6 October 2020 and outstanding confidential resolutions from earlier meetings including the LGA Executive Committee; and
3. having considered Agenda Item 8.3 - *Confidential Resolutions and Actions from Previous Meetings* in confidence resolves to retain the report in confidence within the parameters of the original resolutions contained within; and release the resolution.

**Carried**

### 8.8 Libraries Funding Agreement

3.00pm *the meeting adjourned for a short break.*

3.21pm *the meeting resumed in confidence without Mayor O'Loughlin.*

### 8.9 LGASA Human Resources Library

### 8.10 Partnership Proposal

### 8.11 Performance Measurement and Reporting Framework: Project Plan

## 8.12 First Quarter Budget Review

Moved Mayor Aldridge Seconded Mayor Vickery that the LGA Board of Directors:

1. notes that this item is being considered in confidence as the report deals with a matter or matters that have reasonable grounds to be treated confidentially having considered clause 2.5.3 of the LGA Meeting Procedures;
2. approves the adjustments detailed in the report to the full year budget resulting in:
  - No net change in the operating activity deficit at \$162,000 for 2020/21
  - No net change in project activity deficit at \$504,000 for 2020/21
  - Net increase in project reserve expenditure of \$7.164 million for 2020/21
3. having considered Agenda Item 8.12 - *First Quarter Budget Review* in confidence resolves to release the report, attachment and resolution immediately.

**Carried**

## 8.13 Local Government House Construction Update

Director Corporate Services Andrew Wroniak gave a presentation.

Directors thanked Mr Wroniak for his efforts in overseeing the construction project.

Moved Mayor Matthey Seconded Mayor Parkes that the LGA Board of Directors:

1. notes that this item is being considered in confidence as the report deals with a matter or matters that have reasonable grounds to be treated confidentially having considered clause 2.5.3 of the LGA Meeting Procedures;
2. notes the report on the fitout of the ground floor LG House;
3. approves for the LGA to undertake the construction of the airlock and authorises for the CEO to vary the LGA's contract with Sarah Constructions to undertake this work; and
4. having considered Agenda Item 8.13 - *Local Government House Construction Update* in confidence resolves to retain the report in confidence indefinitely on the grounds that this relates to commercial in confidence matters.

**Carried**

## 8.14 Audit and Risk Committee - Membership Report

*4.46pm Mayor O'Loughlin returned to the meeting*

## 8.15 Appointment to SA Flood Warning Consultative Committee

Moved Mayor Vickery Seconded Mayor Matthey that the LGA Board of Directors:

1. notes that this item is being considered in confidence as the report deals with a matter or matters that have reasonable grounds to be treated confidentially having considered clause 2.5.3 of the LGA Meeting Procedures;



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2. appoints one person to the SA Flood Warning Consultative Committee, for a two year term, being:
  - a. Andrew King
3. having considered agenda item 8.15 – *Appointment to SA Flood Warning Consultative Committee* in confidence resolves to release the report and resolution immediately after the matter is determined by the LGA Board of Directors and retain the attachments to the report indefinitely on the grounds that these relate to personal affairs information.

**Carried**

The President advised Item 8.16 would be dealt with later in the meeting, as the last item.

## 9. Late Reports

### 9.1 Nominations to Local Government Finance Authority Board of Trustees – Confidential

### 9.2 Gender Equality Bill Submission - Confidential

Moved Mayor Vickery Seconded Mayor Aldridge that the LGA Board of Directors

1. notes that this item is being considered in confidence as the report deals with a matter or matters that have reasonable grounds to be treated confidentially having considered clause 2.5.3 of the LGA Meeting Procedures;
2. endorses the LGA Chief Executive Officer sending the attached letter to the Hon. Connie Bonaros MLC on the proposed Gender Equality Bill 2020; and
3. having considered Agenda Item 9.2 – *Gender Equality Bill Submission* in confidence resolves to release the report, attachments and resolution immediately.

**Carried**

## 8. Confidential Reports (cont.)

### 8.16 LGA CEO Performance Review – In Camera

Moved Mayor Aldridge Seconded Mayor Parkes that the LGA Board of Directors resolves to consider agenda Item 8.16 - *LGA CEO Performance Review* in camera being satisfied that there are reasonable grounds for the information received, discussed or considered in relation to this item to be treated in camera having considered clause 2.5.3 of the LGA Meeting Procedures and orders all observers at the meeting, with the exception of CEO Matt Pinnegar, be excluded from attendance at the meeting.

**Carried**

*4.54pm all staff excluding CEO Matt Pinnegar left the meeting.*

**10. Questions With / Without Notice**

Nil

**11. Any Other Business**

Nil

**12. Calendar of upcoming Key Dates**

Audit & Risk Committee – 26 October

Annual General Meeting – 29 October

GAROC Committee – 2 November

CEO Advisory Group – 5 November

SAROC Committee – 19 November

**13. Next Meeting**

The next meeting of the LGA Board of Directors will be held on Thursday 19 November 2020 at Local Government House, 148 Frome Street, Adelaide, commencing at 1:00pm.

**14. Close**

The meeting was declared closed at 6.07.pm.

**Minutes confirmed**

.....

Chairperson signature

Date .....

## **LGA Board of Directors – Key Outcomes Summary – 22 October 2020**

### **Heavy vehicle – program update and submissions**

A new partnership between the LGA, State Government and the National Heavy Vehicle Regulator resulted in the appointment of a Heavy Vehicle Access Liaison Officer to work with the LGA to deliver proactive approaches to heavy vehicle access matters.

The Liaison Officer provided an update on the program and the Board endorsed the LGA's submissions on the Heavy Vehicle National Law Review and Heavy Vehicle Road Reform.

### **Local Government Data Breach Notification Procedures**

Earlier this year the City of Marion submitted an item of business for the LGA Annual General Meeting requesting that the LGA investigate local government data breach notification procedures, to avoid inconsistent interpretations of procedures by councils.

The item of business was considered by the Greater Adelaide Regional Organisation of Councils (GAROC) in September 2020, and GAROC recommended that the LGA undertake a project to review regulatory options relating to privacy principles and data breach notifications, and consult with councils on the project. The LGA Board accepted this recommendation.

### **First quarterly KPI Strategic Report 2020/21**

In July 2020 the LGA Board approved the LGA's 2020/21 Annual Business Plan and Budget, which outlined objectives and Key Performance Indicators (KPIs) to enable monitoring of the LGA's performance during the 2020/21 financial year.

The LGA's performance against the 2020/21 strategic objectives was noted and additional objectives and KPIs for LGA Member Services and LGASA Mutual were adopted.

### **CEO Advisory Group Nominations Process**

The two-year term for the inaugural CEO Advisory Group concludes in November 2020, with a new Group to be appointed by the LGA Board. The LGA Secretariat was asked to commence the process of seeking Expressions of Interest for members of the LGA CEO Advisory Group.

The LGA Board approved the use of the LGA Appointments to LGA Related Entities Policy as a framework for making appointments to the LGA CEO Advisory Group.

### **Appointment to SA Flood Warning Consultative Committee**

The LGA Board appointed Mr Andrew King to the SA Flood Warning Consultative Committee.

### **Gender Equality Bill Submission**

In September 2020, the Hon Connie Bonaros MLC wrote to the LGA seeking feedback on the proposed Gender Equality Bill 2020. The Board endorsed the LGA Chief Executive Officer writing to Ms Bonaros to provide feedback on the Bill.

Draft

## **Draft Minutes of the South Australian Regional Organisation of Councils (SAROC) Special Committee meeting held at 2:45 on Thursday 29 October 2020 in the Murree Smith Room, Woodville Town Hall, 76 Woodville Road, Woodville.**

### **1. Welcome, Present & Apologies**

In the absence of a Chairperson, LGA Deputy Returning Officer, Director Governance and Legislation, Alicia Stewart opened the meeting at 2.43pm and welcomed members and staff.

#### **1.1 Present**

##### **SAROC Committee**

Mayor Travis Barber	Member
Mayor Brett Benbow	Member
Mayor Dave Burgess	Member
Mayor Peter Hunt	Member
Mayor Moira Jenkins	Member
Mayor Peter Matthey OAM	Member
Mayor Clare McLaughlin	Member
Mayor Bill O'Brien	Member
Mayor Keith Parkes	Member
Mayor Richard Sage	Member
Mayor Sam Telfer	Member / Immediate Past President
Mayor Erika Vickery OAM	Member

##### **LGA Secretariat**

Alicia Stewart	Deputy Returning Officer/Director, Governance and Legislation
Stephen Smith	Planning Reform Partner
Astrid Crago	Records Management & Projects Coordinator (minutes)

#### **1.2 Apologies and Absences**

Nil.

# Draft

## 2 Items of Business

### 2.1 SAROC Chair and LGA Board Representatives Election

The Deputy Returning Officer sought nominations for the position of SAROC Chairperson. Nominations were received for:

Mayor Vickery

Moved Mayor McLaughlin Seconded Mayor Sage that the SAROC Committee appoints Mayor Vickery as the Chairperson of SAROC.

**Carried**

*2.44pm Mayor Vickery assumed the Chair*

The Chairperson sought nominations for the three (3) SAROC positions on the LGA Board of Directors. Nominations were received for: Mayor Jenkins, Mayor Parkes, Mayor Matthey and Mayor McLaughlin.

Each candidate was given three minutes to speak to support their nomination.

Ballot papers were distributed.

A secret ballot was conducted and the Chairperson declared that Mayor Matthey, Mayor McLaughlin and Mayor Parkes received the highest number of votes.

Moved Mayor Telfer Seconded Mayor Hunt that the SAROC Committee notes the election of Mayor Matthey, Mayor McLaughlin and Mayor Parkes as the SAROC representatives on the LGA Board of Directors for the term 2020-2022.

**Carried**

## 3. Any Other Business

Nil.

## 4. Next Meeting

The next meeting of the South Australian Regional Organisation of Council (SAROC) Committee will be held on Thursday 19 November 2020, 10:00am in the Eyre Peninsula Boardroom at LG House, 148 Frome Street Adelaide.

## 5. Close

The meeting was declared closed at 3:00pm.

# Draft

**Minutes confirmed**

.....

Chairperson signature

Date .....

## 8.3 EXECUTIVE OFFICER REPORT

### BACKGROUND

Since the last Board meeting, the Executive Officer took some leave in November and returned to Victoria as Covid-19 conditions improved during November.

The recent need for a hard lockdown disrupted our programs and work practices; however, due to the learnings from the first lockdown, we were able to pivot and adjust quickly.

Whilst the Business Plan is progressing largely as planned there has been some slight slippage in some activities due to work needing to be reprioritised or rescheduled. The overall objectives are still on track.

The key activities during the last two months:

- Engagement with the media on cross border matters and LCLGA Board meeting papers
- ZEMEC meeting
- ZEST meeting
- Meetings RDALC and Economic Development Group
- South Australia Coastal Councils Alliance meetings and project work
- Roads and Transport Management Group meetings to finalise the revision of the Roads Database
- CEO and Mayors Forums
- Ac,care Board, Strategy Committee and Risk and Audit Committee meetings
- LGA Risk Services Meeting
- Regional Tourism Chairs Forum
- Assessing two potential office sites to potential new Office sites
- Regional EO Meeting
- Leadership Program Graduation
- Meeting Leaders institute
- Engaging State Government and Local members on Covid-19 matters
- Wellbeing South Australia meetings
- Legatus Regional Waste Strategy Project
- Meeting David Downie Deakin University on opportunities for a hydrogen economy in regional Victoria and South Australia
- Meeting with Glenelg Shire to explore regional waste opportunities
- Values Workshop Robe Council
- Discussions with the Cross Border Commissioner on Covid-19 and Waste related matters
- CFS Meeting on DIT Roads.
- Discussions with RDALC and State Government on the impacts from changing trading relations with China.

#### Focus for the next period

- Continuing to implement the business plan, including complete the proactive advocacy strategy
- Commence heritage services market testing
- Complete market sounding for recycling and shared capacity projects
- Complete the Roads Database and prepare submissions for the next financial year.
- Plan board workshops – RDALC Joint Board meeting and Business Planning for February 2021.
- Joint Planning Board submission once LGA Risk Services approved the agreement.
- Destination Tourism Strategy cost verification.
- Finalise the Regional Health Plan
- Complete the TOR review.

#### **RECOMMENDATION**

It is recommended that the LCLGA Board:

Note the Executive Officer Report.



## 8.4 Destination Development Program

### OBJECTIVES

The objectives of developing the Destination Development Program are fluid given the changing nature of the industry from CoVid19. They have been categorized as short, medium and long term.

- Short-Term Objective: Industry support while finalizing the delivery of the Recovery & Rebuilding Action Plan and delivering the Draft Destination Tourism & Marketing Plan.
- Medium-Term Objective: Develop an Implementation Plan for the Destination Tourism & Marketing Plan.
- Longer-Term Objective: Deliver the Destination Tourism & Marketing Plan.

### KEY HIGHLIGHTS

The Recovery & Rebuilding Action Plan is 90% complete, with the 4 of the actions outlined in the events section pending due to restrictions.

The region did attend a business events trade show in Adelaide, which resulted in 4 strong leads, one of which will not proceed.

As part of the recovery, we staged a Public Relations Activation on the SA/Vic Border at 12:01am Tuesday 1<sup>st</sup> December as border officially reopened. Some industry joined the red-carpet event along with Mayor Sage. The event attracted plenty of media including ABC Adelaide, ABC National, Stock Journal & The Advertiser, along with the local Naracoorte Herald & SE Voice.

In addition, we received 64 emails from industry supporting the initiative, and our Closed Facebook Group engagement relating to the event reached 284 operators, with 46 likes & 16 comments.

The regional digital campaign was delayed due to state-wide lockdown, however, was launched on 30<sup>th</sup> November with a strong response from industry to date.

The regions freshly optimized social media accounts had substantial results in the first month with Facebook posts reaching 36,145 people and Instagram reaching 57,732. As part of this we hosted Adelady – see attached report, & South Aussie with Cosi (SAWC) in region. While the TV shows will not go to air until early 2021, there social media posts received huge engagement which grows awareness and the on-line community for the Limestone Coast.

Updated known tourism operator infrastructure investment in the pipeline has increased to approximately \$30M. There are 45 full applications pending for the state government's \$20M Tourism Industry Development Fund, with the LCLGA providing 20 x Letters of Support.

The Great State Voucher criteria have been broadened to allow more accommodation properties to be involved and will launch early in January 2021.

Industry remains concerned about skills and staff shortages, especially with the peak season approaching. Feedback from industry is that bookings are returning; however, longer-term bookings are very patchy.

Over the past six weeks, the Destination Development Manager has provided virtual one-on-one training appointments with 220 travel agents, plus at the invitation of Tourism Australia, provided a regional overview to 166 agents in South Korea.

Consistent with our Recovery & Rebuilding Action Plan, there has been no financial commitment to this activity; however, there is value in strengthening and maintaining these agent relationships.

Figure 1: Year To Date Project P&L

<b>Project Year To Date Profit and Loss</b>			
	<b>Actual (YTD)</b>	<b>Budget (FY)</b>	<b>Variation</b>
<b>Income</b>	\$171,800	\$218,914	-\$47,114
<b>Expenditure</b>	\$58,954	\$217,968	-\$159,014
<b>Net</b>	\$112,846	\$946	\$111,900
<b>Expected Carry Over</b>			

Anticipating further income for this financial year \$33K

Figure 2: Project Risks

<b>Description</b>	<b>Probability (L/M/H)</b>	<b>Consequence (L/M/H)</b>	<b>Treatment</b>
CoVid19 Pandemic 'Emergency – Public Health, Bushfires, Drought)	High	High  International and Victorian border closure affecting Melbourne to Adelaide Touring, combined expenditure impact is valued at \$135M.  High  Consumer confidence, proximity perception to Victorian border	Build flexibility in activities that can be re-allocated Currently re-directing regional promotion and activity to domestic, increasing digital activity to reach targeted audiences.  Support industry to access funding and recover through business capability and capacity.
Fragmentation	High       High	High  Duplication of messages and inefficient use of limited resources.  High  Multiple organizations approaching state and federal government, advocating for the tourism sector.	Digital campaign that has 'user-friendly' overarching theme that can be used at micro-local level or destination level to keep messaging consistent.      LCLGA to play a leadership role and create stakeholder connections to create 'one voice'
Resources	Medium	High	Established a Limestone Coast Visitor Servicing

		<p>Lack of alignment of internal tourism resources could create duplication and inefficiencies.</p> <p>Medium</p> <p>1 x FTE for the Regional Tourism Program, being spread across multiple tasks and locations impacts industry and stakeholder connectedness and communication</p>	<p>Network (via Zoom) to improve communication and information sharing.</p> <p>Closed Facebook Group established to create a communication and connection platform.</p>
Strategic Support	Low	<p>Low</p> <p>Attendance and participation at Tourism Management Group meetings reduces and strategic insight and contribution is low.</p>	<p>Low</p> <p>Ensure Tourism Management Group Meetings are timely, relevant and succinct. Terms of Reference are in place.</p>

**See attachment for the project schedule.**

SATC

Limestone

Report

2020

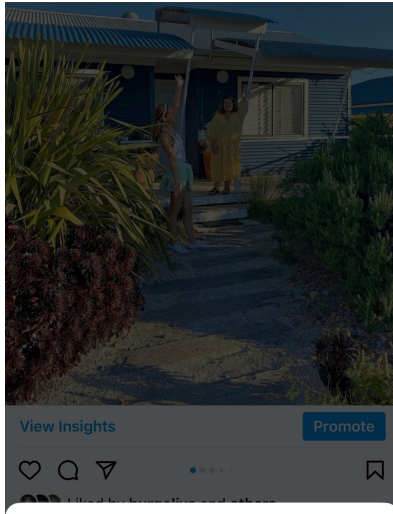




# 2020 Campaign Insights

## :: Instagram Posts

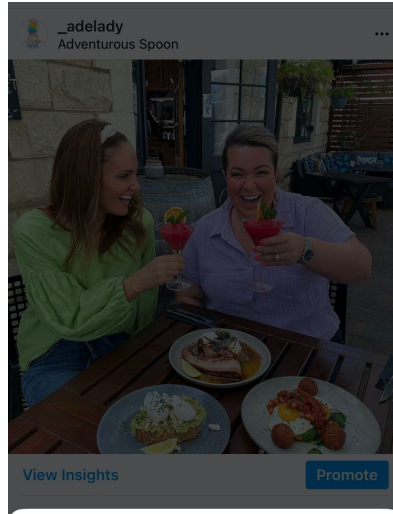
8 x Instagram posts were completed. Value: \$2,400



### Post insights

668 27 15 43

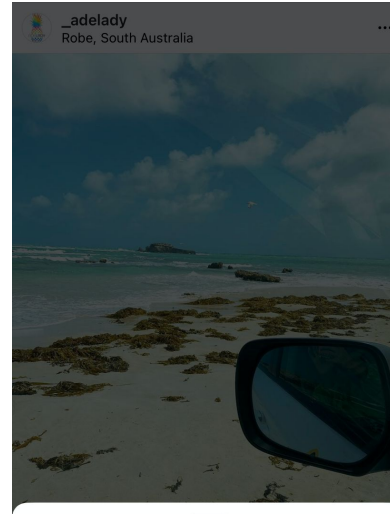
53 25,082  
Profile visits Reach



### Post insights

554 7 5 10

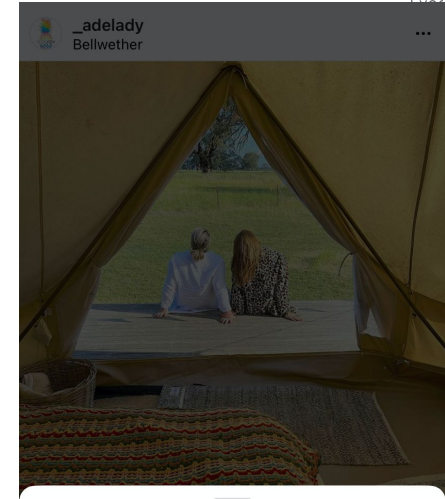
57 20,004  
Profile visits Reach



### Post insights

526 14 6 9

40 16,125  
Profile visits Reach



### Post insights

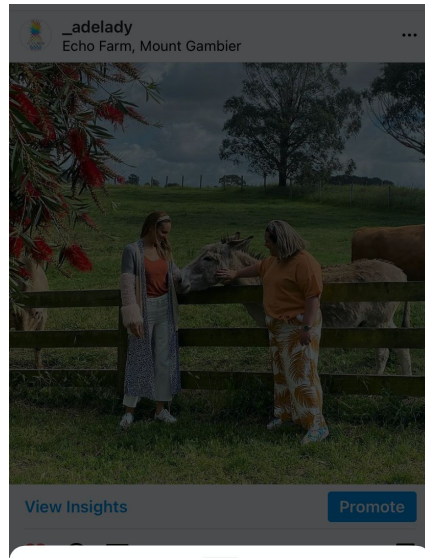
456 6 10 25

24 18,219  
Profile visits Reach

# 2020 Campaign Insights

## :: Instagram Posts

8 x Instagram posts were completed. Value: \$2,400



### Post insights

278 5 2 4

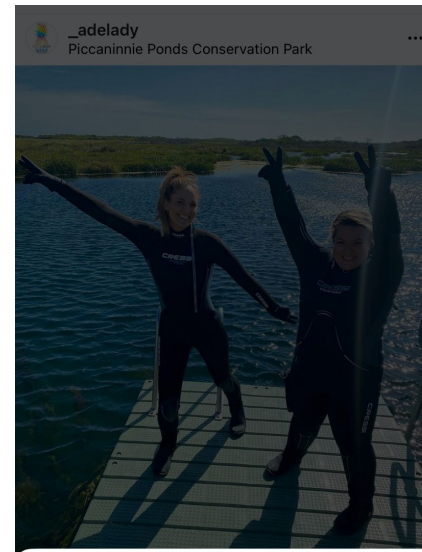
18 15,291  
Profile visits Reach



### Post insights

662 25 14 36

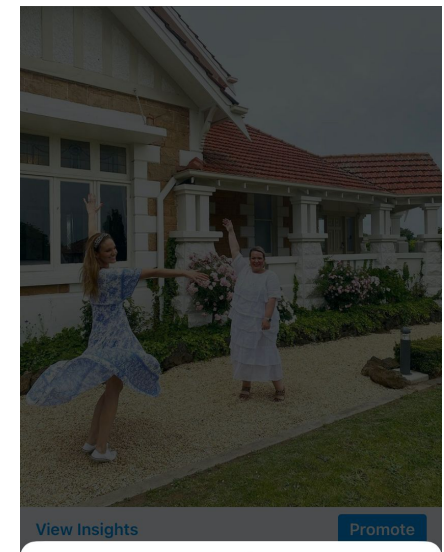
56 25,911  
Profile visits Reach



### Post insights

464 10 1 16

62 19,875  
Profile visits Reach



### Post insights

418 11 5 12

54 20,181  
Profile visits Reach



# 2020 Campaign Insights

:: Facebook posts

7 x Facebook posts, Value: \$2,100



Everything You're Into

**Adelady**  
Published by Hayley Worthington · November 15 at 7:07 PM · 📍

We just arrived at Sally Joe's **Robe Lifestyle Properties** — ready to film season 6 tomorrow on the magnificent Limestone Coast! This gorgeous cottage has 3 bedrooms (we share a bed, because we get scared of the dark!) it's right near the beach and it's the perfect place to base yourself while you explore Robe! Robe Lifestyle Properties have so many stunning properties all over **ROBE** South Australia. Take Me Back 🏡

👍 280 38 Comments 19 Shares

Like Comment Share

Most Relevant

**Performance for Your Post**

28823 People Reached

576 Likes, Comments & Shares

3586 Post Clicks

568 Photo Views 0 Link Clicks 3018 Other Clicks

**NEGATIVE FEEDBACK**

0 Hide All Posts 1 Hide Post 0 Report as Spam 0 Unlike Page

**BRANDED CONTENT DISTRIBUTION**

28823 Total Reach 28823 Organic Reach 0 Paid Reach

35360 Total Impressions 35360 Organic Impressions 0 Paid Impressions

**Adelady**  
Published by Millie Locher · November 16 at 9:02 AM · 📍

What better way to start filming for Season 6 of Adelady than with two watermelon daquiries and enough food for 6 people at **Adventurous Spoon**! 🍷  
📍 The Limestone Coast is the perfect food and wine road trip! #greatstate

👍 181 12 Comments 6 Shares

Like Comment Share

Most Relevant

**Post Details**

**Performance for Your Post**

15922 People Reached

314 Likes, Comments & Shares

977 Post Clicks

155 Photo Views 0 Link Clicks 822 Other Clicks

**NEGATIVE FEEDBACK**

3 Hide All Posts 2 Hide Post 0 Report as Spam 0 Unlike Page

314 Likes, Comments & Shares

**BRANDED CONTENT DISTRIBUTION**

15922 Total Reach 15922 Organic Reach 0 Paid Reach

19703 Total Impressions 19703 Organic Impressions 0 Paid Impressions

**Adelady is in Robe, South Australia**  
Published by Hayley Worthington · November 16 at 2:12 PM · 📍

The best way to see Robe is with our mate Billy from **Billy Bobs Tour** — he picks you up from wherever you're staying and tailors the perfect 4x4 tour for you and your family. We just went seal watching at West Beach, adventure toured through the sand dunes, saw the most epic scenery and had a picnic in the Little Dip national park! What a great way to road trip **Visit Limestone Coast**

👍 116 6 Comments 20 Shares

Like Comment Share

**Performance for Your Post**

17236 People Reached

380 Likes, Comments & Shares

883 Post Clicks

214 Photo Views 0 Link Clicks 669 Other Clicks

**NEGATIVE FEEDBACK**

0 Hide All Posts 4 Hide Post 0 Report as Spam 0 Unlike Page

380 Likes, Comments & Shares

**BRANDED CONTENT DISTRIBUTION**

17236 Total Reach 17236 Organic Reach 0 Paid Reach

19901 Total Impressions 19901 Organic Impressions 0 Paid Impressions

**Adelady**  
Published by Hayley Worthington · November 16 at 6:08 PM · 📍

It's been a tough day but we got this SA! Let's all do the right thing so we can continue to enjoy places like this! We found the most magical experience in Coonawarra — **Sellwether Winery**! It's the trifecta... glamping, intimate food experiences and a winery! Here's the glamping part... wow!

👍 2 2 Shares

Like Comment Share

**Performance for Your Post**

12388 People Reached

215 Likes, Comments & Shares

389 Post Clicks

88 Photo Views 0 Link Clicks 301 Other Clicks

**NEGATIVE FEEDBACK**

0 Hide All Posts 3 Hide Post 0 Report as Spam 0 Unlike Page

215 Likes, Comments & Shares

**BRANDED CONTENT DISTRIBUTION**

12388 Total Reach 12388 Organic Reach 0 Paid Reach

15186 Total Impressions 15186 Organic Impressions 0 Paid Impressions

**Adelady**  
Published by Hayley Worthington · November 17 at 6:49 PM · 📍

Our beautiful **Visit Limestone Coast** is famous for its sinkholes and natural wonders and today we were in the BEST hands with Darren from **Dive Experience** and snorkelled into a spectacular underwater world at Piccaninnie Ponds! Add this one to your bucket list of SA's greatest hits!

👍 71 3 Comments 2 Shares

Like Comment Share

**Performance for Your Post**

9847 People Reached

80 Likes, Comments & Shares

171 Post Clicks

39 Photo Views 0 Link Clicks 132 Other Clicks

**NEGATIVE FEEDBACK**

1 Hide All Posts 3 Hide Post 0 Report as Spam 0 Unlike Page

80 Likes, Comments & Shares

**BRANDED CONTENT DISTRIBUTION**

9847 Total Reach 9847 Organic Reach 0 Paid Reach

10270 Total Impressions 10270 Organic Impressions 0 Paid Impressions

**Adelady is at Pipers of Penola**  
Published by Hayley Worthington · November 17 at 2:20 PM · 📍

People travel far and wide for the delicious food at **Pipers of Penola** — it's on the doorstep of Coonawarra and it celebrates the Limestone coast on a plate! Yum 🍷 **Visit Limestone Coast**

👍 157 20 Comments 12 Shares

Like Comment Share

Most Relevant

**Performance for Your Post**

19552 People Reached

281 Likes, Comments & Shares

794 Post Clicks

185 Photo Views 0 Link Clicks 609 Other Clicks

**NEGATIVE FEEDBACK**

2 Hide All Posts 2 Hide Post 0 Report as Spam 0 Unlike Page

281 Likes, Comments & Shares

**BRANDED CONTENT DISTRIBUTION**

19552 Total Reach 19552 Organic Reach 0 Paid Reach

24196 Total Impressions 24196 Organic Impressions 0 Paid Impressions

**Adelady**  
Published by Hayley Worthington · November 17 at 9:43 AM · 📍

This is Tony and he is our new friend from **Echo Farm, Mount Gambier** — we have had the most spectacular time roaming the farm, patting animals and just being at one with nature! When travelling the **Visit Limestone Coast** make sure you pop in and say hi to Bruce, Linda and Tony the donkey.

👍 1572 283 Likes, Comments & Shares

394 Post Clicks

36 Photo Views 0 Link Clicks 358 Other Clicks

**NEGATIVE FEEDBACK**

0 Hide All Posts 3 Hide Post 0 Report as Spam 0 Unlike Page

283 Likes, Comments & Shares

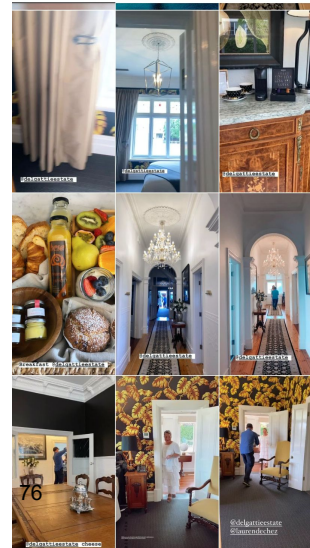
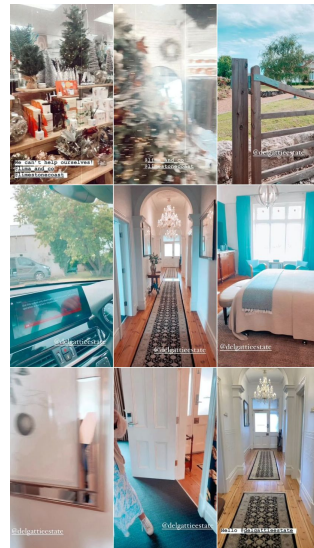
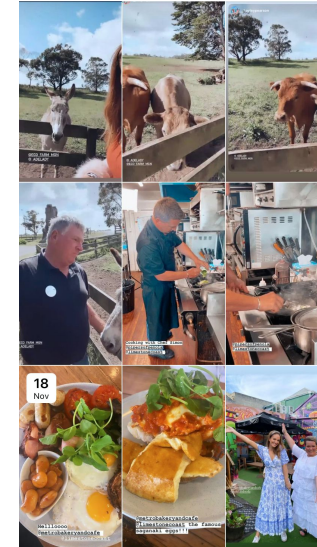
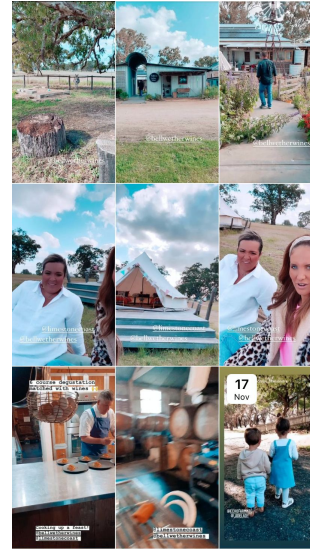
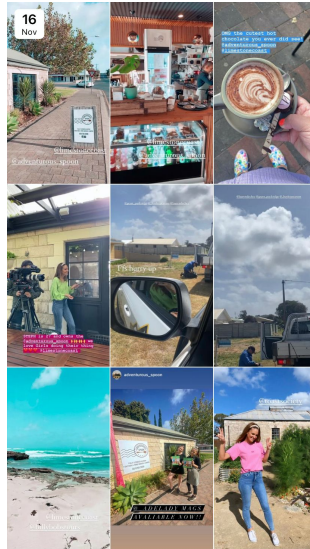
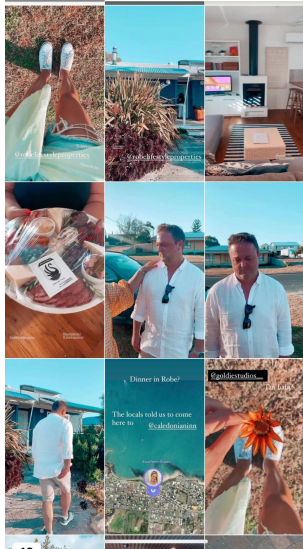
**BRANDED CONTENT DISTRIBUTION**

15752 Total Reach 15752 Organic Reach 0 Paid Reach

18686 Total Impressions 18686 Organic Impressions 0 Paid Impressions

# 2020 Campaign Insights

## Instagram Stories





ADELADY 

THANK YOU



# Limestone Coast Campaign Activity

2020

				July		August				September				October				November				December				January - March 2021						
	Partners	Target Audience	Comment	Budget	29.06	6.07	13.07	20.07	27.07	3.08	10.08	17.08	24.08	31.08	7.09	14.09	21.09	28.09	5.10	12.10	19.10	26.10	2.11	9.11	16.11	23.11	30.11	7.12	14.12	21.12	28.12	
Secured Activity																																
TV - South Aussie with Così (On Air Date TBC)	SATC	Adelaide	Biddie to host																			Filming					On Air					
TV - Adelady (On Air Date TBC)	SATC	Adelaide	Magazine Feature																			SATC Commissioned										On Air February & March
Qantas Magazine 1500 word feature	SATC	National	October edition - famil hosted																													
Toyota Hilux & Fortuner - Passport to Adventure	Toyota	National	In region Famil + execution																													
SATC Intrastate Campaign	SATC	SA	OTA's, Retail & Wholesale																													Live on Socials
SATC Interstate Campaign	SATC	National	OTA's, Retail & Wholesale																													
Limestone Coast Digital Campaign (from existing budget)				Recovery & Rebuilding Action Plan																												
Creative theme designed				Background work commenced July	\$1,000											Design																
Web-landing page (analytics for measurement)				Background work commenced July	\$1,500													Design														
Social Media Activation (inc. targeted ads)				Background work commenced July	\$10,000													Design														
Industry User Guide				Background work commenced July	\$1,500													Design														
Consumer Database (edm)				Background work commenced July	\$1,500													Design														
Limestone Coast Street Activation				Background work commenced July	\$8,500													Design														
SATC Co-op Marketing - digital storytelling project				Matched with \$20k from LCLGA	\$40,000																											
SUB TOTAL				\$20k from SATC	\$64,000																											
Additional Activity					Approaches form Media Organisations																											
Rex Airlines In-flight Magazine Oct/Nov issue				National	Proposing advertising	\$5,000																										Scheduled for Feb/March
Billboard advertising - at Nhill				Cross-border	When borders open, 12 weeks duration	\$2,750																										Pending borders re-opened
Adelady				SATC	Adelaide	8 segments + social media	\$10,000																									
					Fill the gap "stay another day" will have a digital version																											
Regional Visitor Guide (HWR) Storage & Distribution				HWR		\$4,000																										
SUB TOTAL					\$21,750																											
Additional Activity (from existing budget)																																
Closed Facebook Group					342 members, commenced March '20																											
Themed Blogs / News Stories				All	8 Stories commissioned	\$2,800																										
Tourism Industry Development Fund (TDIF)				SATC	Investment Pipeline																											
Familiarisation with frontline agents from RAA				SATC	Database is 740,000, Biddie to host	\$500																										
				LC Grape & Wine Council																												
Qantas Magazine Full Page advertisement				SATC & Tourism Australia	Mixed Dozen Campaign																											
Presentations to Retail agents = 220 x F2F appointments					Brand Awareness & maintaining a profile for when border re-open																											
				TicSA & SATC	Hub & Spoke Model Limestone Coast on eof 8 regions hosting.																											
Virtual Expo				Industry	strong response from Victoria																											
Limestone Coast Regional Familiaristaion				Industry	Post school holidays	\$6,000																										

## 8.5 STARCLUB AND REGIONAL SPORTS ACADEMY

### OBJECTIVES

#### STARCLUB

To ensure sporting clubs in the region:

- are compliant with State and Federal Legislation,
- clubs are financially stable through prudent self-management and have access to appropriate funding
- maintain and build on membership, players and volunteers within the club.
- provide training and education opportunities for Clubs, Members and Associations
- support clubs and associations gain grants and funding

#### LCRSA

The objectives of the Limestone Coast Sports Academy are to:

- identify regional talent
- educate and develop youth in the region
- provide pathways to State and National representation
- develop the skills of regional coaches

### KEY HIGHLIGHTS

#### STARCLUB

- 82 Clubs in the Limestone Coast were successful in the Office for Recreation, Sport and Racing's recent Active Club Grant Program released in November. Over \$155,000 in total was shared amongst clubs in our region in this grant round.
- We are supporting the implementation of the *State Sport and Recreation Infrastructure Plan*. This new funding combined with existing program budgets will result in \$44 million being available for infrastructure grants over the next two financial years.

#### LCRSA

- *Nominations have closed, and selection process is complete for the 2021 LCRSA Program.*
- 2021 will see the introduction of a new program - the Pioneers Basketball program. The Pioneers have formed a partnership with the LCRSA and will provide on-court skill-based sessions and behind the scenes game-day experiences for our athletes.
- The Academy offers the following programs for athletes in 2021; Athletics, Basketball, Cycling, Hockey, Lonestar (Individual Athlete) and Tennis.
- The program pivoted again with the recent Covid-19 lockdown which involved cancelling some sessions and trips to Adelaide with athletes.

Figure 1: Key Project Tasks

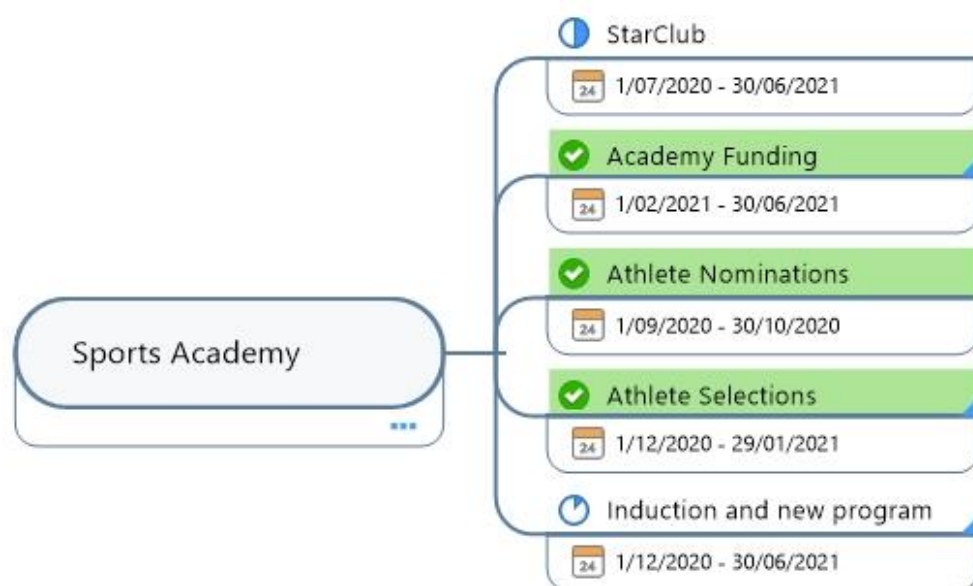


Figure 2: Year To Date Project P&L

<b>Project Year To Date Profit and Loss</b>			
	<b>Actual (YTD)</b>	<b>Budget (FY)</b>	<b>Variation</b>
<b>Income</b>	\$184,313	\$230,313	-\$46,000
<b>Expenditure</b>	\$64,674	\$229,000	-\$164,326
<b>Net</b>	\$119,639	\$1,313	\$118,326
<b>Expected Carry Over</b>	\$1,000		

Figure 3: Project Risks

<b>Description</b>	<b>Probability (L/M/H)</b>	<b>Consequence (L/M/H)</b>	<b>Treatment</b>
Funding loss	Medium	High	Programs would dissolve
Access to facilities	Low	High	Maintain strong relationships with councils and facility management
Delivering programs to young adults and pre-teen children	Medium	High	Ensure child safe policies and procedures are adhered to
Program inadequately staffed leading to program standard disintegration	High	High	Ensure the program is well funded and well managed



## 8.6 LEADERSHIP PROGRAM

### OBJECTIVES

The Objective of the Leadership Program is to mobilise regional community leaders across the Limestone Coast.

The program aims to build a diverse cohort of leaders in our community who are representative of our demographics, have an understanding of regional issues, can foster stronger connections and local networks.

Through participating in the program, they will have increased self-confidence to engage, lead and create positive outcomes for the region.

### KEY HIGHLIGHTS

The Graduation Ceremony was held on the 29<sup>th</sup> of October, where the graduates presented their community leadership projects. The presentations were well received, and attendance at the ceremony included Local Government CEO's, Members of Parliament, sponsors, family and friends.

Thank you to Naracoorte Lucindale Council for the use of their facilities for the event.

Expression of interest has opened for the 2021 program with three applications received and strong attendance at information sessions.

We have also secured ten program sponsors with another pending in addition to the support from the LCLGA.

Figure 1: Key Project Tasks

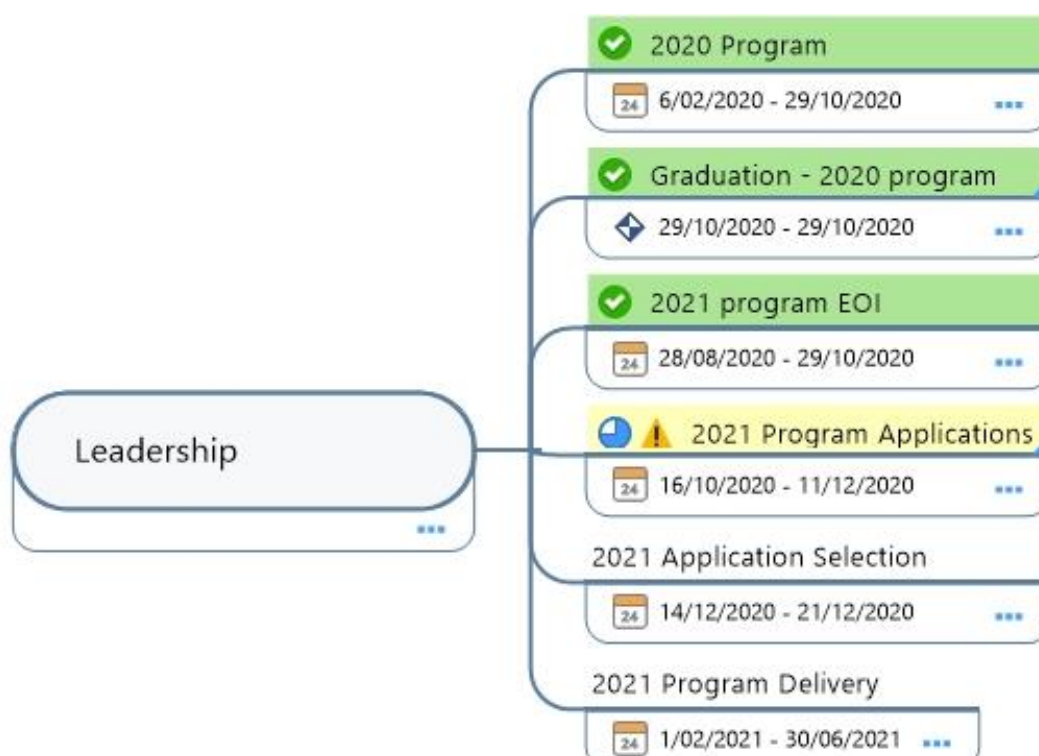


Figure 2: Year o Date Project P&L

<b>Project Year To Date Profit and Loss</b>			
	<b>Actual (YTD)</b>	<b>Budget (FY)</b>	<b>Variation</b>
<b>Income</b>	\$34,282	\$114,971	-\$80,689
<b>Expenditure</b>	\$62,746	\$125,000	-\$62,254
<b>Net</b>	-\$28,464	-\$10,029	
<b>Expected Carry Over</b>			

Figure 3: Project Risks

<b>Description</b>	<b>Probability (L/M/H)</b>	<b>Consequence (L/M/H)</b>	<b>Treatment</b>
Lack of Interest in community participation	Low	High	Broader advertisement and a greater reliance on current leaders' promotion and 'tapping on shoulders' of suitable participants
Limited sponsorship	Medium	High	Target communication plan to the community and agencies working with families, to attract families Communication plan to include multiple media platforms
Funding ends after three (3) years	Medium	High	Evaluate activities and deliver value to the funding agency Increase Project Profile.
Covid-19 Impact Program	High	High	Increased communication via online platforms, print and radio media.
Revenue is lower than forecast	Medium	Medium	If revenue is lower than expected due to reduced sponsorship or a smaller number of participants (less than 16) then the scope of the program can be modified to reduce costs.

## 8.7 SUBSTANCE MISUSE LIMESTONE COAST

### OBJECTIVES

The objectives of the SMLC project are to:

- Build community awareness of addiction issues
- Provide training for frontline community service workforce and families
- Supporting secondary schools to imbed evidence-based alcohol and other drug education into curriculum
- Community and stakeholder engagement
- Establishing community partnerships to reduce isolation in the region
- Consult with Western Region Alcohol and Drug Service (WRAD)
- Establish an active and diverse Board representing community interests to build the development of infrastructure incorporating a community-based model to address alcohol and other drug issues
- Establishment of legal entity, website and facilities for Board

### KEY HIGHLIGHTS

- SMLC website is now “live” with links to local and national agencies to address alcohol and other drug issues with information [www.smlc.com.au](http://www.smlc.com.au).
- A four-week community alcohol education campaign was launched mid-October. The focus being breaking habits related to alcohol use that may have begun during COVID-19 with more people working from home and reduced social gatherings. The campaign was aimed at 25 years + and featured in print and radio.
- The Kingston Lions Club participated in a Community Partnership workshop conducted in October. They have confirmed their interest in the Community Partnership Program to address alcohol and other drug issues in the Kingston area, with planning for activities to begin in February 2021.
- A survey developed and designed by SMLC exploring the impact of COVID-19 on Limestone Coast Agencies, is currently being analysed and prepared to be shared with Agencies for planning purposes.
- Planet Youth (PY) Data dissemination and Climate Schools promotion is ongoing with collaboration from City of Mt Gambier and District Council of Grant. Our three organisations have formed an Alcohol and Drug Foundation Local Drug Action Team (ADF LDAT). They have developed educational resources for parents and Councils which relate directly to the local data that emerged from the survey.
- Presentation of the PY Data to Councils of Wattle Range, Robe, and Kingston, with plans for Naracoorte/Lucindale and Tatiara in place. Presentations, along with opportunities for intervention, have also been presented to Millicent High, Penola High, Grant High, Tenison Woods College, and Mt Gambier High Governing Councils. Delivery is planned for Bordertown High School. The latest COVID-19 lockdown has interrupted activities to other schools, with new plans in place.

- SMLC regularly meets with the following Networks:
  - Limestone Coast Drug Action Team
  - Alcohol & Drug Foundation LDAT
  - South Australia Network of Drug and Alcohol Services
  - Planet Youth South Australia
  - Millicent Social Issues
  - Naracoorte Round Table
  - Limestone Coast Service Round Table
  - Naracoorte Suicide Prevention Network
  - Family Violence Action Group

Figure 1: Key Project Tasks



Figure 2: Project P&L v Budget

<b>Project Year To Date Profit and Loss</b>			
	<b>Actual (YTD)</b>	<b>Budget (FY)</b>	<b>Variation</b>
<b>Income</b>	\$40,733	\$173,000	-\$132,267
<b>Expenditure</b>	\$40,732	\$171,000	-\$130,268
<b>Net</b>	\$1	\$2,000	-\$1,999
<b>Expected Carry Over</b>			

Figure 3: Project Risks

Description	Probability (L/M/H)	Consequence (L/M/H)	Treatment
Schools not interested in implementing a new alcohol & drug education program	Medium	High	Continue conversations with schools, Governing Councils & Education Departments.  Showcase engaged schools in local media and networking opportunities.
Not enough interest from families to attend targeted education and information sessions	Medium	High	Target communication plan to general community and agencies working with families, to attract families  Communication plan to include multiple media platforms
Funding ends after three (3) years	Medium	High	Evaluate activities. Increase Project Profile.
Covid-19	High	High	Increase communication via online platforms, print and radio media.

## **8.8 LCLGA Programs**

### **OBJECTIVES**

Deliver the following programs:

- Regional Growth Strategy / Limestone Coast Economic Development Group
- Regional Roads / Special Local Roads Program & Regional Transport Plan review
- Regional Waste / Material Recovery Facility modelling
- Regional Health & Wellbeing Plan
- Shared Capability / Roads & Waste

### **KEY HIGHLIGHTS**

We have progressed significantly reviewing and updating the Regional Routes, Road Action Plan and Regional Roads Database to be completed to allow SLRP funding applications for 2021/22.

We have progressed the review of the Limestone Coast Economic Development Group & Regional Growth Strategy Reporting mechanisms in collaboration with the RDALC.

Community consultation is progressing on the Regional Health and Wellbeing Plan with one Council still undertaking consultation. The plan should be ready for adoption in the new year.

We have completed an audit of Councils employee roles and numbers to facilitate a discussion on shared capability and opportunities for mutual coverage.

We have commenced engagement with cross border councils on regional MRF.

(see next page for key tasks)



Figure 1: Key Project Tasks

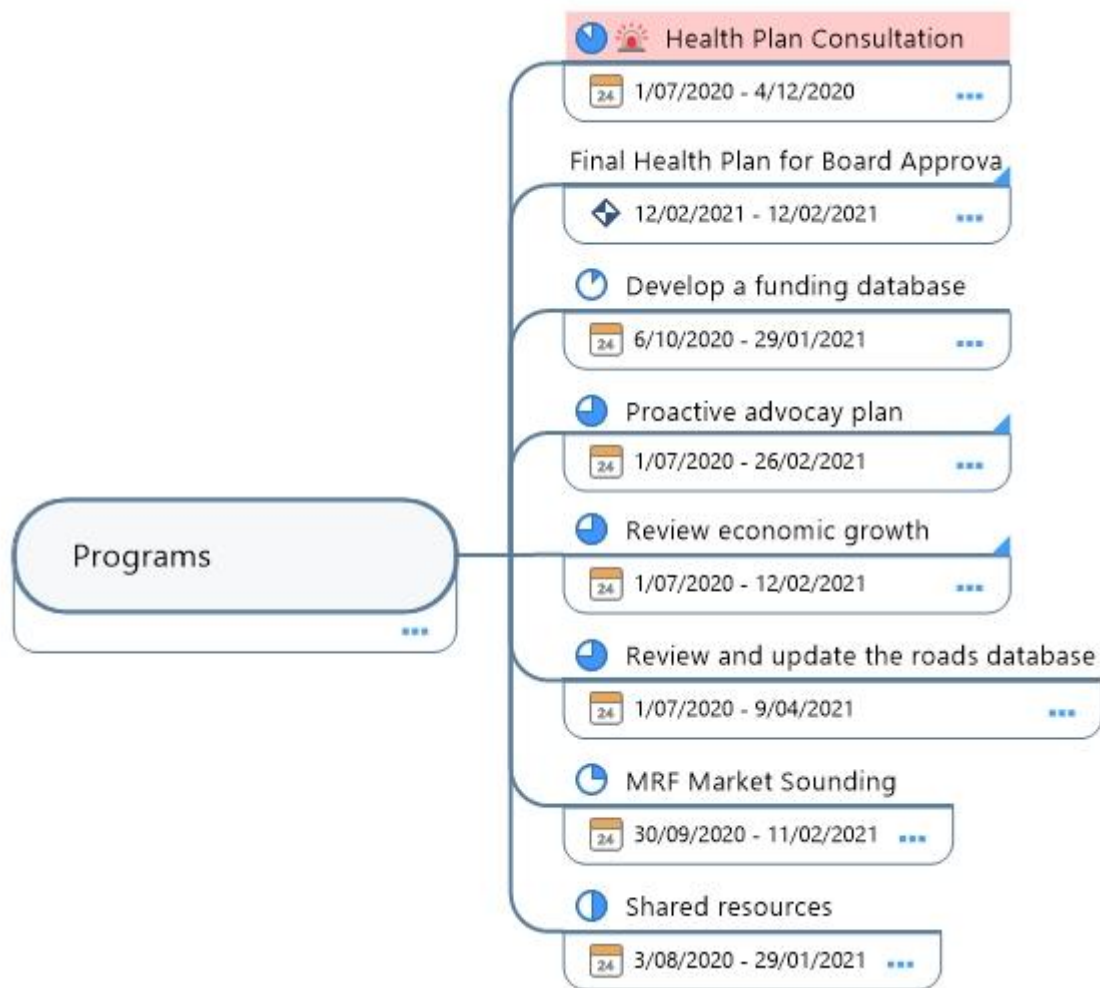


Figure 2: Year To Date Profit and Loss

<b>Project Year To Date Profit and Loss</b>			
	<b>Actual (YTD)</b>	<b>Budget (FY)</b>	<b>Variation</b>
<b>Income</b>	\$0	\$44,000	-\$44,000
<b>Expenditure</b>	\$0	\$44,000	-\$44,000
<b>Net</b>			
<b>Expected Carry Over</b>	\$0		

Note the recovery of salary and overheads for programs is covered under Administration and the only costs in the current business plan are specific spends for consultants and external contractors.

Figure 3: Project Risks

<b>Risk</b>	<b>Probability</b>	<b>Consequence</b>	<b>Control</b>
Competing priorities, especially given unplanned work, such as Submissions	Low	Medium	Engagement with EO to confirm priorities and trade-offs
Availability of EO to support and assist due to competing priorities	Low	Medium	Schedule regular briefing updates
Lack of redundancy amongst LCLGA	Medium	High	Establish Work Plans
Lack of allocated and secure funding sources to deliver some projects	Medium	Medium	Seek and secure funding and income
1 x .6FTE on multiple programs	Medium	Medium	Steering Committees to support Staff
Availability of Council staff on Committees	Low	Low	Terms of References and Work Plans developed

## MINUTES

Wednesday 2<sup>nd</sup> December

1:30pm – 3:00pm

LCLGA Meeting Room or Zoom facilities

### LCLGA ROADS & TRANSPORT MANAGEMENT GROUP

#### 1. Present

Nick Searle Cr Paul Jenner	City Mount Gambier
Chelsea Burns	Kingston District Council
Robert Moir	District Council Robe
David Worthley	Kingston District Council
Daniel Willsmore	Naracoorte Lucindale Council
Robert Moir	Robe District Council
Peter Halton	Wattle Range Council
Tony Wright	LCLGA
Michaela Bell	LCLGA
Aaron Hillier	Tatiara District Council
Tim Viner Smith	HDS Australia
John Olsen	HDS Australia

#### 2. Apologies

Adrian Schutz	Grant District Council
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#### 3. Confirmation of the Minutes

“That the Minutes of the meeting held on the 14<sup>th</sup> October 2020, be taken as read, be confirmed as a true and correct record of the proceedings at that meeting.”

#### 4. Matters arising from the Minutes

##### Action:

Tony Wright to follow up with Patricia Coonan, Special Local Roads Coordinator, feedback on WRC unsuccessful road application

#### 5. Review and update of the draft changes to the Regional Routes

(HDS Australia)

Proposed changes to regional routes received from Kingston DC, Wattle Range Council & Naracoorte Lucindale Council

##### Action:

1. Councils with the proposed route changes to send through Traffic count data to HDS Australia as soon as available
2. HDS Australia will review the proposed route changes prior to the end of the year and circulate to the Committee for endorsement

#### 6. Review and updates to Road Action Plans & Regional Roads Database

(HDS Australia)

HDS Australia discussed the importance of new roads being added to the Regional Roads database for the next 3 years, enabling the region to build a database to give forward projections.

##### Action:

HDS Australia to circulate an Application Form for each Council to complete to enable the addition of new Roads to be included on the Roads Database.

Each Council is encouraged to complete an Application form for each new road by early February to enable the timeframe to be met for the SLRP rankings in March.

**7. Presentation by the General Manager Limestone Coast Landscape Board**

**(Steve Bourne)**

Steve Bourne presented to the Committee about a new program that supports 'A whole of region cooperative approach to effective roadside vegetation management.'

A Briefing paper was circulated to the group, prior to the meeting.

Discussion occurred around the Committees desire to further investigate a potential regional application/project

**Action:**

Steve Bourne to send Committee members further details on what information is required to enable a potential concept to be developed

**8. Any other business**

**(All Councils)**

**9. Next meeting**

(TBC – March)

**Notes for Limestone Coast Local Government Tourism Management Group,  
Naracoorte Council Chambers, Tuesday 13<sup>th</sup> October 9:30am – 11am**

**MEETING OPENED 9:30am**

**1.0 MEMBERS/DEPUTY MEMBERS**

**1.1 Present**

Naracoorte Lucindale Council	Mayor Vickery Trevor Smart Sally Klose
Wattle Range Council	Roger Babolka – via Zoom
District Council of Robe	James Holyman
Tatiara District Council	Anne Champness – via Zoom
City of Mount Gambier	Mayor Martin – via Zoom
District Council of Grant	Darryl Whicker – via Zoom Linda Hay – via Zoom
Kingston District Council	Mayor Rasheed – via Zoom Nat Traeger – via Zoom
LCLGA	Tony Wright Biddie Shearing
Tourism e-School	Rebecca White Paige Rowett – via Zoom

*Apologies: Andrew Meddle, Judy Nagy – City of Mount Gambier, Ben Gower – Wattle Range Council, Mayor Nunan & Camille Tucker – District Council of Robe, Mayor Sage – District Council of Grant.*

**2.0 Draft Destination Tourism & Marketing Plan**

**2.1 Presentation from Tourism e-School**

Highlighted the overarching challenges and opportunities, areas of emphasis and enablers which provides framework for implementation. Identified key projects for consideration for immediate and short-term priority (18months). Proposed options for resourcing.

**2.2 Discussion**

The group acknowledged the strong need for the right governance model during implementation. A suggestion to establish a decision-making framework and a critical factor for the success of the plan.

**2.3 Next Steps**

A proposed timeline for feedback and community consultation was presented.

It was agreed to actively engage with the industry during the consultation phase, particularly for those that had contributed during the consultation phase. It was noted there are several avenues for this level of engagement & consultation to occur, including but not limited to: Closed Facebook Group with 320+ members, the industry database with 462 tourism operators, local media and a couple of in-region workshops, which would also provide a networking opportunity.

In addition, it was suggested the 7 councils utilize 'Have Your Say' tool for broader community feedback. It was agreed to the following timeframe.



Proposed Date	Required Action
Tuesday 13 October 2020	Draft Plan presented to LCLGA Board. CEO's & Tourism Management Group members.
Wednesday 14 October 2020 to Wednesday 28 October 2020	Community Consultation period - e.g. Industry Associations, Emerging Industry Reference Group, Community.
Monday 2 to 19 November 2020	Tourism e-School Update Plan based on Feedback. Developing Snapshot (Shorter overview) of Plan + Checklists for Key Stakeholders (e.g. Industry Associations etc.)
Monday 20 November to Wednesday 2 December 2020	Work with Graphic Designer on final layout
Friday 11 <sup>th</sup> December 2020	Destination Tourism & Marketing Plan presented to LCLGA Board for endorsement

### 3.0 **MEETING CLOSED** – 11:15am





**RDALC REPORT TO THE LCLGA BOARD  
1 September – 30 October 2020**

Regional Development Australia Limestone Coast (RDALC) has evolved into our region's key regional development agency, focusing on the success and growth of businesses in our region. We do this by supporting and mentoring businesses in a way that maximises opportunities, reduces costs and builds economic resilience.

RDALC provides a free one-on-one business support service for business owners. We help with starting and operating a business, including business plan development and review, licensing and registration, tips on recruitment and accessing the skilled migration program, and information on (and referral to) State and Federal Government programs and grants. We also assist with developing marketing and communications strategies and help operators develop their online presence. This includes facilitating the delivery of the Government's Australian Small Business Advisory Services (ASBAS) workshops on a variety of digital topics including website development, social media and eCommerce platforms for business.

RDALC also provides tailored support for businesses and organisations across our region that are seeking investment private investment as well as funding through Government (and non-Government) grants and funding opportunities. We provide economic impact analysis for applications, assists with the development of Information Memorandums and Investment Prospectus and assists with framing grant applications.

During this reporting period, 28 businesses accessed Regional Development Australia Limestone Coast's Small Business Support. A 17 further businesses were supported in their applications for investment (grants and funding).

**Small Business Support and Investment Assistance by ANZSIC Industry Category:**

- Accommodation and Food Services – 4
- Agriculture, Forestry and Fishing – 13
- Arts and Recreation – 6
- Construction – 3
- Health Care and Social Assistance – 7
- Manufacturing – 11
- Transport – 1

**Businesses by council area:**

- City of Mount Gambier – 9
- District Council of Grant – 6
- District Council of Robe – 2
- Kingston District Council – 2
- Naracoorte Lucindale Council – 4
- Tatiara District Council – 3
- Wattle Range Council – 13
- Outside Limestone Coast – 6

**Businesses by type of support provided:**

- COVID-19 Support – 3
- Grants and Investment – 17
- Migration – 3
- Business Support – 8
- Workforce Development – 14

In addition, 7 Councils, and 2 not for profit organisations accessed funding and/or business support in this period.

RDALC continued to facilitate the delivery of the ASBAS Digital Solutions program in the region, with 10 small business participants attending a Facebook & Instagram Essentials for Small Business workshop during this reporting period.

**Workforce Development**

Ongoing labour shortages across the Limestone Coast have been of increasing concern in recent months. In September, we reached out to 42 businesses throughout the region and across industry sectors to gauge the number of current vacancies. Twelve businesses reported 90 vacancies alone, with over 450 vacancies throughout the region reported for the month of October (based on the RDALC Job Board). This information was provided to both Tony Pasin MP and Minister Pisoni, as they continue to examine regional workforce issues.

An important element of our Small Business Support is to assist employers with workforce issues, including the provision of information on recruitment and accessing the migration program. We also support our region's businesses by posting all advertised vacancies on our Job Board, one of the most visited pages of our website. Each Friday in *The Weekly* (RDALC's electronic newsletter) we highlight a 'Job of the Week', with employers now reaching out to us to be included.

**David Wheaton**  
**0417 885 920**  
[ceo@rdalc.org.au](mailto:ceo@rdalc.org.au)

028L/rw  
19/10/20

Mr Tony Wright  
Executive Officer  
Limestone Coast Local Government Association  
Post Office Box 1445  
Mt. Gambier SA 5290

## Limestone Coast Heritage Adviser Report

September 2020

Date /	Where /	Status /	Place /	Advice /	
2/09/20	Office	SH	Karatta House, Robe	Review amended cut and fill plan.	0.5
3/09/20	Office	SHA	Mountain Path Road, Mt Schank	Heritage consultation (phone) with Peter Attard re development options and state heritage guidelines.	0.25
8/09/20	Office	SH	Riddoch Gallery, Mt Gambier	Heritage consultation (phone) with Scott Coleman re installation of Projection Artwork screen.	0.5
10/09/20	Office	SH	5SE former Commercial Bank, 46 Commercial St West, Mt Gambier	Development Application Assessment for proposed external lift at rear.	0.5





Date /	Where /	Status /	Place /	Advice /	
10/09/20	Office	LH	64 Bay Road, Mount Gambier	Assessment report on proposed open sided carport.	0.5
		LH	12 Wehl Street South, Mt Gambier	Assessment report on proposed dwelling extension.	0.25
		LH	1 Jardine St, Mt Gambier	Development Application Assessment for proposed carport.	0.75



		LHPA	Unit 3, 9a Shepherdson Road, Mt Gambier	Development Application Assessment for detached dwelling application and request further information.	0.75
		HCPA	7 Victoria St, Mt Gambier	Development Application Assessment and request further information for detached dwelling, shed and fence.	0.75
		HCPA	11 Wyatt St, Mt Gambier	Development Application Assessment of proposed two-storey duplex tourist accommodation building.	0.75
14/09/20	Office	LH	Kincraig Hotel, Naracoorte	Heritage consultation (phone) with architect Carlo Pinnoza re cafe facade upgrade.	0.5
		SH	Former NAB, Penola	Heritage consultation (phone) with Luke Trotter re solar pV.	0.5



Date /	Where /	Status /	Place /	Advice /	
14/09/20	Office	SH	Karatta House, Robe	Draft State heritage response re filling adjacent allotment.	1.0
		SH	Christ Church, Mt Gambier	Draft State heritage response on proposed container storage	0.75
		SH	Former Commercial Bank, 46 Commercial St, West, Mt Gambier	Draft State heritage response for external lift.	0.5
		HCPA	11 O'Halloran Tce, Mt Gambier	Development Application Assessment for proposed front and side fences.	0.25
15/09/20	Office	HO	3 Devonport St, Robe	Development Application Assessment and report on detached shed.	0.75
		Nom LH	Kingston Museum	Heritage consultation (phone) with Ross Johnston.	0.5



		SH	46 Commercial St West, Mt Gambier	Liaise with Emily Ruffin re amended plans.	0.5
		SHA	Mary MacKillop Memorial School, Penola	Development Application Assessment for proposed storage shed.	0.25
16/09/20	Office	LH		Limestone Coast Heritage Adviser Report August 2020 .	1.5
		LH	Robe	General duties. Liaise with Michelle Gibbs re PDI Act referrals.	0.5





Date /	Where /	Status /	Place /	Advice /	
21/09/20	Office	SH	Christ Church Hall, Mt Gambier	Liaison with Peter Wells, Heritage SA, re storage container.	0.5
		HCPA	12 Chute St, Mt Gambier	Heritage Review and comment on draft plans for detached infill dwelling.	0.25
		LH		Heritage consultation (phone) with Rocco Callisto re PDI Act changes.	0.5
		LH	Arthur House, 68 Bay Road, Mt Gambier	Heritage assessment report for garage, kitchen, pool shelter, pool pavilion and front fence.	0.75
		HO	21 Victoria St, Robe	Heritage Assessment and report on proposed shop extension.	0.75
		Cont/ HCPA	1/2 George Street, Mt Gambier	Heritage Assessment of proposed minor dwelling addition.	0.25
22/09/20	Wattle Range	LH	Wattle Range	Heritage consultation (Council) with Kirsten Falt and Pete Whiting re PDI Act / local heritage referrals.	3.25
			Former National Bank, 44 Riddoch Street, Penola	Heritage consultation (site) with Luke Trotter and Katrina Searcy re conservation of stables stonework.	







Date /	Where /	Status /	Place /	Advice /	
23/09/20	Mt Gambier	LH	27 Ferrers St, Mt Gambier	Heritage consultation (site) with Ken Sanders regarding roof drainage, tiled verandah and window, repairs.	7.75
		LH	Showgrounds Grandstand, Mt Gambier	Heritage consultation (site) with Kelly Beard, Malcolm Kilsby and Steve McCourt. Reroofing, window and public safety advice. Research Les Hill Collection for historic photos.	
<div style="display: flex; justify-content: space-around;">   </div>					
			1 Jardine Street, Mt Gambier	Heritage consultation (site) with Sam Scott re carport.	
		HCPA	23 Agnes St, Mt Gambier	Heritage consultation (site) with Evelyn re new infill dwelling.	
23/09/20	Grant	SHA	Lot 12, Mountain Path Rd, Mt Schank	Heritage consultation (site) with Peter Attard re development options.	1.0
24/09/20	Robe	HO	20 Victoria Street, Robe	Heritage consultation (site) with Jordan Alexander re signwriting on west wall.	1.25
		LH		PDI Code. Review heritage overlay statements with Michelle Gibbs.	1.0
25/09/20	Office	LH	Showgrounds Grandstand, Mt Gambier	Sketch of decorative bargeboards.	0.75



Date /	Where /	Status /	Place /	Advice /	
		SHA	Lot 12, Mountain Path Rd, Mt Schank	Heritage consultation (phone) with prospective purchaser of stone cottage.	0.5
		HO	15 Smillie St, Robe	Preliminary Assessment of proposed front fences.	0.5
28/09/20	Office	LH	Coombe Cottage, Penola	Heritage consultation (phone) with Michael, SA Handyman Services.	0.25
					
		SH	Robe Institute	Report on stormwater drainage faults.	0.25
		LH	Kingston Museum	Future Directions Options report.	2.75
		HO	21 Victoria St, Robe	Review and phone consultation with Scott Meek, architect re new shop.	0.25
30/09/20	Office	LH	Crown Inn, Agnes St, Kingston	Heritage assessment for verandah extension.	0.5
		HO	21 Victoria St, Robe	Heritage Assessment of proposed new shop.	0.25

LH Local Heritage Place  
 Nom LH Identified Place not listed.  
 Gen General Advice  
 Cont. Contributory Place.  
 HO Historic Area Overlay  
 HCZ Historic Conservation Zone.  
 LHPA Local Heritage Policy Area.

cc Dr Judy Nagy, Nick Serle, Tracy Tzoutzouklaris, Emily Ruffin,  
 Jessica Porter, City of Mt Gambier  
 Chris Tully, Peter Whiting, Kirsten Falt, WRC  
 Paul McCrostie, Sarah Durand, NLC  
 Leith McEvoy, Trudy Glynn, John Best DC Grant  
 Nat Traeger, Milan Hodak, DC Kingston  
 Rocky Callisto, DC Tatiara  
 James Holyman, Michelle Gibbs, DC Robe

028L/rw

20/11/20

Mr Tony Wright  
Executive Officer  
Limestone Coast Local Government Association  
Post Office Box 1445  
Mt. Gambier SA 5290

## Limestone Coast Heritage Adviser Report

October 2020

Date /	Where /	Status /	Place /	Advice /	
6/10/20	Office	SHA	Basalt cottage, Mountain Path Rd, Mt Schank	Heritage consultation (phone) with Dan Billingsley. Restoration guidelines.	1.0
		LH	Frew Park, Mt Gambier	Heritage assessment and advice on bollards.	0.5
		LH	Wattle Range Council heritage properties	Review heritage fund guidelines for Wattle Range Council.	0.5
7/010/20	Office	SH	Radio Station 5SE, Former Commercial Bank, 46 Commercial St West	Assess State Heritage response for proposed external lift installation at rear.	0.5






Date /	Where /	Status /	Place /	Advice /	
7/010/20	Office	LH	Wattle Range Council	Review heritage fund guidelines and website information.	1.5
		SHA	12 Mountain Path Rd, Mt Schank	Site inspection report to Council.	0.5
		Nom LH	Wombeena Station, Joanna	Site inspection report.	2.5
8/010/20	Office	Cont/LHPA	3 O'Halloran Tce, Mt Gambier	Heritage Assessment and report on dwelling extension.	0.25
09/10/20	Office	SH	5SE, 46 Commercial St West, Mt Gambier	DA Assessment for proposed external lift at rear.	0.5
12/10/20	Office	SHA	Basalt cottage, Mountain Path Rd, Mt Schank	Heritage consultation (phone) with Dan Billingsworth.	0.25
16/10/20	Office	HCPA	7 Victoria Tce, Mt Gambier	DA Assessment of amended plans for detached dwelling.	1.75
19/10/20		LH		Heritage Adviser Report for September 2020.	1.25
		SHA	Valley Lakes, Mt Gambier	Advice to Council on Heritage Adviser role.	0.5
		HCPA	11 Wyatt St, Mt Gambier	DA Assessment of proposed two-storey duplex tourist accommodation building.	0.75
26/10/20	Office	LH	1 Jardine St, Mt Gambier	Assess amended plans for carport. Liaise with Council.	0.5
		LH	17 Jardine St, Mt Gambier	Pre-lodgement heritage review and comments on dwelling extension.	0.5









Date /	Where /	Status /	Place /	Advice /	
26/10/20	Office	LH	Mt Gambier	Review and assess Local Heritage Fund applications.	2.75
27/10/20	Tatiara	SH	Bordertown Grandstand	Site Inspection. Heritage consultation with Rocco Callisto, Mark Vercoe and Marcus Hillier.	1.25
	Wattle Range	SH	Kangaroo Inn Hotel Ruins	Heritage consultation (site) with Roger Andre, owner and Mat Carnero stonemason.	2.5
					
		SH	318 Boundary Road, Tantanoola	Heritage consultation (site) with Jack Altschwager and Kirsten Falt.	
28/10/20	Mt Gambier	SH	Blue Lake Golf Club	Site consultation with manager re extension to buggy storage shed.	1.5
		Crater Lakes SHA	Valley Lakes	Site Inspection for toilets site.	
		SH	Cave Gardens	Heritage consultation (site) with Ryan Creek and Trevor Pettingil re location of power bollards.	
		LH	Railway Lands.	Heritage consultation (Council) with Mark Teagle and Abdullah Mahmud re shelter design.	4.5
		LH	45 Crouch St Nth	Heritage consultation (site) with Wendy Pocock re verandah reconstruction.	
		LH		Heritage Consultation / Coordination with Tracy Tzoutzouklaris and Emily Ruffin.	



Date /	Where /	Status /	Place /	Advice /	
28/10/20	Mt Gambier	LH	Maloneys Brewery, 155 Commercial St West	Heritage consultation (site) with Ryan Kaczkowski re adaptive re-use for residence.	
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28/10/20	Grant	SHA	Mountain Path Rd Mt Schank	Site consultation with Dan Bilingsley & Rachel Gerds re restoration of cottage & new dwelling.	0.75
29/10/20	Robe	HO	3 Davenport Street, Robe	Liaise with Michelle Gibbs re Code assessment for demolition and new dwelling.	1.0
	Kingston	LH		Liaise with Milan Hodak re DPI Act referrals for State heritage places.	1.0
30/10/20		HCPA	3 O'Halloran Tce, Mt Gambier	Review final plans for house extension	0.25
		HCPA	58 Wehl Street South, Mt Gambier	Assess and request further information for detached single story dwelling at rear.	0.75
		Cont/LH PA	20 Lake Tce East, Mt Gambier	Heritage Assessment and report on garage additions at rear.	0.25
		SHA		Liaise with Michael Queale re PDI heritage guidelines.	0.25
		LH		Limestone Coast Heritage Adviser Report and Photo filing.	0.75
<div> <div> LH Local Heritage Place  Nom LH Identified Place not listed.  Gen General Advice  Cont. Contributory Place.  HO Historic Area Overlay  HCZ Historic Conservation Zone.  LHPA Local Heritage Policy Area. </div> <div> cc Dr Judy Nagy, Nick Serle, Tracy Tzoutzouklaris, Emily Ruffin,  Jessica Porter, City of Mt Gambier  Chris Tully, Peter Whiting, Kirsten Falt, WRC  Paul McCrostie, Sarah Durand, NLC  Leith McEvoy, Trudy Glynn, John Best, DC Grant  Nat Traeger, Milan Hodak, DC Kingston  Rocky Callisto, DC Tatiara  James Holyman, Michelle Gibbs, DC Robe </div> </div>					