



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

AGENDA

Date: 19th April 2024

Time: 9:30am with a 10:00am Start

Location: Tarooki Conference Centre

55 Main Road, Robe, SA 5276

DISTRICT COUNCIL OF ROBE

Please note: To assist with Minute taking, the Limestone Coast Local Government Association (LCLGA) Board Meeting is recorded. All recordings will be deleted after the Minutes have been Accepted and Approved by the LCLGA Board.

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1. OPENING MEETING

1.1 President's Welcome

1.2 Host Mayor's Welcome & Acknowledgement of Country

2. PRESENT

Mayors

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

CEOs & LCLGA

City of Mount Gambier	Ms Sarah Philpott (CEO)
Tatiara District Council	Ms Anne Champness (CEO)
Wattle Range Council	Mr Ben Gower (CEO)
District Council of Grant	Mr Darryl Whicker (CEO)
Kingston District Council	Mr Ian Hart (CEO)
Naracoorte Lucindale Council	Mr Trevor Smart (CEO)
District Council of Robe	Ms Nat Traeger (CEO)
LCLGA	Mr Adrian Maywald (Executive Officer) Ms Kate Napper (Destination Development Manager) Ms Emma Herring (Destination Development Coordinator) Mr Tony Elletson (Connected & Active Communities Officer) Ms Rhiannon Zammit (Sports Academy Admin)

GUESTS

Limestone Coast Local Health Network	Ms Emma Poland (CEO) Mr Grant King (Chair)
Department for Trade and Investment	Ms Elinor Walker (Director of Housing Infrastructure, Planning and Development)
LGASA	Mr Andrew Lamb (Director Advocacy)
PIRSA	Ms Jennifer Schilling (Principle Regional Advisor)
RDALC	Ms Lauren Oxlade (Interim CEO)
SACCA	Mr Adam Gray (CEO)
UniSA	Mr Ian McKay (Regional Manager)
Coorong District Council	Mayor Paul Simmons Cr Jeff Arthur

3. APOLOGIES

Member for Barker	Hon Tony Pasin MP
Member for Mount Gambier	Hon Troy Bell MP
Member for MacKillop	Hon Nick McBride MP
Coorong District Council	Ms Bridget Matter PSM (CEO)
Heritage Advisory Service	Mr Ian Hamilton (Director)
LCLGA	Mr Paul Manfrin (Corporate Services Officer)

Recommendation

1. That the apologies be noted and accepted by the LCLGA Board.

Moved:

Seconded:

4. CONFLICTS OF INTERESTS

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

5. GUESTS & SPEAKERS

5.1 Ms Emma Poland (CEO) and Mr Grant King (Chair) - Limestone Coast Local Health Network

Confidential Matter 5.2: Pursuant to section 90(3) part i of the Local Government Act 1999: would divulge information provided on a confidential basis by or to a Minister of the Crown, or another public authority or official of the Local government Act 1999, the LCLGA orders that the public be excluded from attendance at that part of the meeting relating to the Agenda Item 5.2 Elinor Walker – Department of Trade and Investment except the following people:

The LCLGA Board is satisfied that the principle that the meeting be conducted in a place open to the public has been outweighed in the circumstances to prevent the disclosure of this information.

Pursuant to section 90(2) of the Local Government Act (1999), the Council orders that the public be excluded from attendance at that part of the meeting relating to the Agenda item 5.2 Elinor Walker - Director of Housing Infrastructure, Planning and Development, except the following people: Mayor Lynette Martin, Mayor Des Noll, Mayor Kylie Boston, Mayor Liz Goossens, Mayor Jeff Pope, Mayor Patrick Ross, Sarah Philpott, Ben Gower, Anne Champness, Trevor Smart, Nat Traeger, Ian Hart, Darryl Whicker, Executive Officer LCLGA Adrian Maywald.

Moved:

Seconded:

5.2 Ms Elinor Walker (Director of Housing Infrastructure, Planning and Development) – Department of Trade and Investment.

That having considered the agenda item 5.2 Elanor Walker – Department for Trade and Investment in confidence under Section 90(3) part i of the Local Government Act 1999 the Limestone Coast Local Government Association (LCLGA) pursuant to Section 91 (7)(b) of that Act orders that all documents be retained in confidence and release the minutes when the Department of Trade and Investment give consent.

Moved:

Seconded:

6. CONFIRMATION OF MINUTES

The Minutes of the Limestone Coast Local Government Association (LCLGA) General Meeting, held at the Millicent Council Chamber in the Wattle Range Council on Friday, 16th of February 2024 can be found on the LCLGA website at:

<https://www.lclga.sa.gov.au/corporate/corporate-documents/lclga-board-meetings>

Recommendation

1. That the Minutes of the Limestone Coast Local Government Association (LCLGA) General Meeting held at the Millicent Council Chamber in the Wattle Range Council on Friday, 16th of February 2024 be accepted by the LCLGA Board.

Moved:

Seconded:

7. MATTERS ARISING FROM THE MINUTES – ACTION SHEET

No	Title	Due Date	Responsible Officer/s	Status
	16th February 2024			
10.2.2	Eyes on Eyre	April 2024	E.O	EO to obtain more information about resources, including costing and present to LCLGA Board at April 2024 Board Meeting
11.2.2	E.O Report	April 2024	E.O	Approach Marsden and Jacobs for a return brief – scoping document. Received
11.2.3	FSC Range - Review	June 2024	Wattle Range Council, District Council of Grant and District Council of Robe	Working group to review FSC Range Consulting. Provide recommendations regarding future works contracted to FSC Range.
14.1.2	Country Health Connect in the Limestone Coast	May 2024		Support Advocacy of the Mayors to meet with the Health Minister. Draft date for 30 th of May 2024
14.2	Terms of Reference	April 2024	E.O	Terms of Reference for the Audit and Risk and EO Remuneration Committee be reviewed and presented to the LCLGA Board
	8th December 2023			
5.0	Audit and Risk	April 2024	E.O	Audit and Risk Committee Terms of Reference to the next Board Meeting
4.3.2	Audit and Risk	April 2024	E.O	Strategic Risk Register and Operational Risk Register
4.3.2	Audit and Risk	May 2024	E.O	Internal Controls April 19 th LCLGA Board Meeting Procurement Policy for Endorsement.

10.4	LCLGA – Council Funding Model	16 th of Feb, 2024	E.O	LCLGA EO to develop a discussion paper on subscription format, including alternative models. Complete
	13th October 2023			
10.1	Strategic Plan Review	June 2024	E.O	To be postponed till Feb/Mar 2024. Workshops on 22 nd March, April 19 th and being presented at June 2024 Board Meeting.
10.2	Regional Capacity Grant	June 2024		Interim acquittal has been done in April 2024.
10.5	LC Regional Sporting Academy Incorporation	June 2024	E.O and Treadwell	Develop Business Case Study
11.2.2	Regional Growth Strategy	June 2024	E.O & Working Party	Start up meeting 1/2/24 Working in Partnership with RDA.

	12th August 2022			
7.7	Recruit for an expanded Program Coordinator role, possibly at a graduate level.			On hold until after the strategy review and appointment of a new EO.
	17th June 2022			
7.6	Develop a process and scope for future incubator projects	Feb 2023	E.O	For new EO to consider with the Board after the strategic planning workshop.

	14th August 2020			
7.4	Risk & Audit Committee to recruit and appoint an independent member to the Risk & Audit Committee, with a maximum cost of \$3,000 pa and that the terms of reference are amended to allow an independent committee member.		E.O	To be completed with the new - EO and Risk & Audit Committee. – Deferred as a new Terms of Reference created due to legislative changes. New Terms of reference are being tabled at the April 19 th Board Meeting as recommended from the Audit and Risk Committee.

Recommendation

1. That the action sheet be noted and accepted by the LCLGA Board.

Moved:

Seconded:

8. CORRESPONDENCE

In/Out	Date	Subject	Name	Organisation
Out	07/02/2024	Circular Economy Research - RAI - Limestone Coast LGA	Adrian Maywald	Limestone Coast Local Government Association
In	09/02/2024	Universal Service Obligation Discussion Paper - seeking comment from industry	Michael Patterson	Telstra
Out	11/02/2024	Letter to Limestone Coast Connect	Adrian Maywald	Limestone Coast Local Government Association
In	15/02/2024	Enquiry regarding phone lines	Steven Conn	Mount Barker District Council
Out	28/02/2024	Breakthrough Mental Health Research Foundation Men's Meals and Mental Health Event	Tony Elletson	Limestone Coast Local Government Association
Out	29/02/2024	Health Q Consulting - Limestone Coast Local Health Network and Radiation Treatment in the Limestone Coast	Adrian Maywald	Limestone Coast Local Government Association
In	29/02/2024	Letter to Stock Journal	Heather Heggie	
Out	29/02/2024	Strategic Planning Days for the LCLGA 2024	Adrian Maywald	Limestone Coast Local Government Association
Out	08/03/2024	Consultation materials to distribute to and promote across the Limestone Coast for the Regional Growth Strategy Community Consultation	Adrian Maywald	Limestone Coast Local Government Association
In	08/03/2024	Inquiry about connecting with regional contacts - BeArtiful		BeArtiful

In/Out	Date	Subject	Name	Organisation
Out	07/02/2024	Circular Economy Research - RAI - Limestone Coast LGA	Adrian Maywald	Limestone Coast Local Government Association
In	09/02/2024	Universal Service Obligation Discussion Paper - seeking comment from industry	Michael Patterson	Telstra
Out	08/03/2024	Letter for Evan Flint	Adrian Maywald	Limestone Coast Local Government Association
Out	14/03/2024	Media Release - Leading the Conversation on Hydrogen Opportunities	Adrian Maywald	Limestone Coast Local Government Association
Out	18/03/2024	Regional Growth Strategy Workshops in Partnership with RDALC and LCLGA	Adrian Maywald	Limestone Coast Local Government Association
In	20/03/2024	Bank Closures in Regional Australia	Uana Jericho	Naracoorte Lucindale Council
Out	20/03/2024	Friday 22/3/24 Workshops/Meetings at Wattle Range Council in Millicent	Adrian Maywald	Limestone Coast Local Government Association
In	27/03/2024	Lower Limestone Coast Water Allocation Plan amendment to begin	Liz Perkins	Limestone Coast Landscape Board
In	27/03/2024	April Events		Wattle Range Council
In	28/03/2024	Drought Resilience Plan Baseline Survey	Mary Irwin	Regional Development Association Limestone Coast

Recommendation

1. That the correspondence be received and noted by the LCLGA Board.

Moved:

Seconded:

9. FINANCIAL REPORT

9.1 LCLGA Budget Review 3, 2024

9.2 LCLGA Draft Budget 2 2024/2025

9.1 LCLGA BUDGET REVIEW 3, 2024

Committee: Board Meeting

Meeting Date: 19th of April, 2024

Author: Adrian Maywald, LCLGA Executive Officer

Authoriser: Adrian Maywald, LCLGA Executive Officer

Strategic Reference: Building Sustainable Communities

Budget Impact: Low

Risk Assessment: Low

Recommendation

1. That the Budget Review 3 Report to the 31st of March 2024 be received and noted by the LCLGA Board.

Moved:

Seconded:

EXECUTIVE SUMMARY:

Budget Review 2 highlighted a need to take a deeper look at how the budget for 2023/2024 is tracking to gain further information around income and expenditure.

Budget review 3 sees a deficit budget of \$156,444.54 which is a reduction from Budget Review 2 of \$11,668.46

Budget Review 3 has been tabled at the end of this report for your consideration. Some key areas to be aware of have been listed in the background section of this report.

PURPOSE:

The purpose of Budget Review 3 is to provide a more accurate position of the LCLGA Annual 2023/2024 actual expenditure versus the Adopted Budget as we near the end of this financial year.

BACKGROUND:

- Budget review 3 sees a deficit budget of \$156,444.54 which is a reduction from Budget Review 2 of \$11,668.46

- The LGA Regional Council Grant was split between Tourism and Limestone Coast Regional Sporting Academy in 2023/24. This was split 50/50 with \$20 000 each. The Grant for the Sporting Academy has been spent on the Business Case Study and the Grant for Tourism has been invested into fastracking marketing.
- Interest for March to June 2024 has been clauctated to increase to \$43 000 up from \$30000 in Budget Review 2.
- Sundry income now includes the Workcover premium refund of \$784.46 and the RDALC contribution of funds to the Regional Growth Strategy of \$25 000.
- Participants Contribution is down \$30 000. This is reflected in the Adopted budget that has \$30 000 in sponsorship in the Sporting Academy which has not been achieved to date. This can be pursued further at the conclusion of the Business Case study and tax deductability options.
- Grants funding is down \$45 760. This was proposed in the adopted budget but upon further follow up there is no additional funds to be received from Tourism SA.
- Audit and Accounting fees are predicted to be \$1 954 higher than predicted in Budget Review 2.
- Rental costs have been decreased by \$1786.80 based upon actual current rates.
- Insurances have been reduced by \$8021.18 as all insurances for 2023/2024 have been paid.
- Cleaning costs have been increased by \$1000 as cleaning costs are now higher at \$440 per month.
- Printing and Stationary costs have been reducuced by \$3600.
- Seminars have been reducued by \$1000.
- Subscriptions costs have been reduced as Adobe suite costs have been moved to Computing/IT Budget.
- Vehicle Fuel has been reducued as we have one less vehicle.
- Vehicle leasing costs were increased to allow for pay out of one vehicle, which long term saves us funds in 2024/25 Budget.
- Actual Expenses for Heritage Services are tracking at \$70 000. We have reduced this line by \$14 986.
- Academy Budget has been increased by \$16 000 due to Business Plan and Academy Admin Wages coming from the Sporting Academy Line.

RISK:

With only two and half months left in the 2023/2024 Finacial Year the Draft 3 Budget Reivew is at low risk of any significant change and should reflect a close to actual end of financial year position for the LCLGA.

LIMESTONE COAST LOCAL GOVERNMENT ASSOC

Level 1
9 Bay Road
Mount Gambier SA 5290

Profit & Loss [Budget Analysis]

July 2023 To March 2024

Adopted Budget		Actual YTD	Budget Review 1	Budget Review 2	Proposed Budget Review 3	\$ Difference
	INCOME					
\$241,160.00	City of Mount Gambier	\$241,162.00	\$241,160.00	\$241,160.00	\$241,160.00	\$0.00
\$107,458.00	District Council of Grant	\$107,456.00	\$107,458.00	\$107,458.00	\$107,458.00	\$0.00
\$183,141.00	Wattle Range Council	\$183,140.00	\$183,141.00	\$183,141.00	\$183,141.00	\$0.00
\$123,630.00	Naracoorte Lucindale Council	\$123,628.00	\$123,630.00	\$123,630.00	\$123,630.00	\$0.00
\$58,135.00	District Council of Robe	\$58,140.00	\$58,135.00	\$58,135.00	\$58,135.00	\$0.00
\$104,893.00	District Council of Tatiara	\$104,890.00	\$104,893.00	\$104,893.00	\$104,893.00	\$0.00
\$55,921.00	District Council of Kingston	\$55,919.00	\$55,921.00	\$55,921.00	\$55,921.00	\$0.00
\$52,198.00	SA Tourism Commission	\$52,198.13	\$52,198.00	\$52,198.00	\$52,198.00	\$0.00
\$40,000.00	LGA SA	\$40,000.00	\$40,000.00	\$40,000.00	\$40,000.00	\$0.00
\$10,000.00	Interest	\$32,087.68	\$10,000.00	\$30,000.00	\$43,000.00	\$13,000.00
\$255,000.00	Grants (Liabilities)	\$260,253.99	\$255,000.00	\$255,000.00	\$260,253.99	\$5,253.99
\$54,600.00	Sundry Income	\$35,759.96	\$10,000.00	\$10,000.00	\$35,759.96	\$25,759.96
\$62,725.00	Participant Contribution	\$29,336.45	\$62,725.00	\$62,725.00	\$32,725.00	(\$30,000.00)
\$0.00	SA Coastal Councils Alliance	\$50,405.86	\$48,730.00	\$48,730.00	\$50,405.86	\$1,675.86
						(\$45,760.00)
\$90,760.00	Grants	\$0.00	\$45,760.00	\$45,760.00	\$0.00	
\$1,439,621.00	Total INCOME	\$1,374,377.07	\$1,398,751.00	\$1,418,751.00	\$1,388,680.81	(\$30,070.19)
	EXPENSES					
\$600.00	Advertising & Marketing	\$54.54	\$600.00	\$600.00	\$600.00	\$0.00
\$26,064.00	Audit & Accountants Fees	\$20,018.00	\$26,064.00	\$26,064.00	\$28,018.00	\$1,954.00
\$782.00	Bank Fees	\$417.19	\$782.00	\$782.00	\$782.00	\$0.00
\$20,400.00	Computing & IT	\$21,416.28	\$20,400.00	\$30,400.00	\$30,400.00	\$0.00
\$6,000.00	Consultancy	\$11,643.95	\$16,000.00	\$16,000.00	\$16,000.00	\$0.00
\$22,611.00	Occupancy	\$15,618.15	\$22,611.00	\$22,611.00	\$20,824.20	(\$1,786.80)
\$18,000.00	Governance	\$9,289.55	\$18,000.00	\$18,000.00	\$18,000.00	\$0.00
\$27,072.00	Insurances	\$19,050.82	\$27,072.00	\$27,072.00	\$19,050.82	(\$8,021.18)
\$6,000.00	Meeting Expenses	\$1,531.26	\$6,000.00	\$6,000.00	\$6,000.00	\$0.00
\$6,000.00	Miscellaneous Expenses	\$5,065.17	\$6,000.00	\$6,000.00	\$7,000.00	\$1,000.00
\$7,200.00	Printing/Stationery	\$2,375.81	\$7,200.00	\$7,200.00	\$3,600.00	(\$3,600.00)
						\$0.00
\$54,600.00	Projects	\$0.00	\$0.00	\$0.00	\$0.00	
\$6,000.00	Seminars	\$0.00	\$6,000.00	\$6,000.00	\$5,000.00	(\$1,000.00)
\$3,000.00	Subscriptions	\$427.23	\$3,000.00	\$3,000.00	\$1,000.00	(\$2,000.00)
\$7,200.00	Telephones	\$7,110.78	\$7,200.00	\$7,200.00	\$9,700.00	\$2,500.00
\$10,728.00	Training	\$4,408.88	\$10,728.00	\$10,728.00	\$10,728.00	\$0.00
\$13,032.00	Travel/Accommodation/Meals	\$13,359.11	\$18,032.00	\$18,032.00	\$18,032.00	\$0.00
\$24,192.00	Vehicles - Fuel	\$15,621.24	\$24,192.00	\$24,192.00	\$22,000.00	(\$2,192.00)
\$45,651.00	Vehicles - Leasing	\$40,634.52	\$45,651.00	\$55,651.00	\$59,974.67	\$4,323.67
\$1,600.00	Vehicles - Repairs/Maintenance	\$565.30	\$1,600.00	\$1,600.00	\$1,600.00	\$0.00
\$39,986.00	Heritage Services	\$46,187.37	\$84,986.00	\$84,986.00	\$70,000.00	(\$14,986.00)
\$61,155.00	Regional Development Australia LC	\$75,866.25	\$61,155.00	\$101,155.00	\$101,155.00	\$0.00
\$622,679.00	Wages	\$415,684.80	\$622,679.00	\$572,679.00	\$545,071.12	(\$27,607.88)
\$62,991.00	Wages - Superannuation	\$44,788.44	\$62,991.00	\$62,991.00	\$61,085.80	(\$1,905.20)
\$6,171.00	Wages - Workcover	\$6,241.15	\$6,171.00	\$6,171.00	\$6,241.15	\$70.15
\$0.00	Wages - FBT	\$4,401.00	\$0.00	\$10,000.00	\$10,000.00	\$0.00
\$17,320.00	Wage - Accruals	\$455.79	\$17,320.00	\$17,320.00	\$17,320.00	\$0.00
\$8,405.00	SACCA	\$53,680.45	\$57,135.00	\$57,135.00	\$57,135.00	\$0.00
\$109,816.00	1. Marketing	\$45,294.65	\$64,816.00	\$64,816.00	\$64,816.00	\$0.00
\$5,000.00	2. Visitor Servicing	\$0.00	\$5,000.00	\$5,000.00	\$5,000.00	\$0.00
\$750.00	3. Events	\$653.64	\$750.00	\$750.00	\$750.00	\$0.00
\$1,000.00	4 & 5. Experience Development / A	\$543.98	\$1,000.00	\$1,000.00	\$1,000.00	\$0.00
\$26,199.00	6. Governance & Collaboration	\$22,234.35	\$26,199.00	\$26,199.00	\$26,199.00	\$0.00
\$650.00	7. Industry Capability	\$638.73	\$650.00	\$650.00	\$650.00	\$0.00
\$1,999.00	8. Promote Value of Tourism	\$128.49	\$1,999.00	\$1,999.00	\$1,999.00	\$0.00
\$84,000.00	LCRSA	\$88,937.08	\$84,000.00	\$84,000.00	\$100,000.00	\$16,000.00
\$70,668.63	Waste Program	\$4,500.00	\$70,668.63	\$70,668.63	\$70,668.63	\$0.00
\$56,000.00	CAC	\$6,168.14	\$56,000.00	\$56,000.00	\$56,000.00	\$0.00
\$21,774.96	Roads Program	\$7,104.55	\$21,774.96	\$21,774.96	\$21,774.96	\$0.00
\$54,437.41	Regional Growth Strategy	\$1,732.86	\$54,437.41	\$54,437.41	\$49,950.00	(\$4,487.41)
\$1,557,734.00	Total EXPENSES	\$1,013,849.50	\$1,566,864.00	\$1,586,864.00	\$1,545,125.35	(\$41,738.65)
(\$118,113.00)	Operating Profit	\$360,527.57	(\$168,113.00)	(\$168,113.00)	(\$156,444.54)	\$11,668.46

**LIMESTONE COAST LGA
CONSOLIDATED BUDGET 2023/2024 Review 3**

STATEMENT OF COMPREHENSIVE INCOME

2022/2023 FULL YEAR ACTUALS \$	INCOME	2023/2024 ADOPTED BUDGET \$	2023/2024 BUDGET REVIEW 1 \$	2023/2024 BUDGET REVIEW 2 \$	2023/2024 BUDGET REVIEW 3 \$
872,812	Local Government Council Contributions	874,338	874,338	874,338	874,338
40,000	Other Contributions	40,000	40,000	40,000	40,000
46,383	Other Income	54,600	10,000	10,000	35,760
378,478	Project Income	460,683	464,413	464,413	395,583
24,064	Interest	10,000	10,000	30,000	43,000
1,361,737	TOTAL REVENUES	1,439,621	1,398,751	1,418,751	1,388,681
	EXPENSES				
504,459	Wages and Salaries	702,990	702,990	652,990	623,477
222,086	Operating Expenses	264,173	273,303	343,303	334,551
698,544	Project Expenditure	590,571	590,571	590,571	587,098
1,425,089	Total Expenses	1,557,734	1,566,864	1,586,864	1,545,125
(63,352)	OPERATING SURPLUS/(DEFICIT) BEFORE CAPITAL AMOUNTS	(118,113)	(168,113)	(168,113)	(156,445)
-	Net gain (loss) on disposal or revaluation of assets	-	-	-	-
-	Amounts specifically for new or upgraded assets	-	-	-	-
-	Physical resources received free of charge	-	-	-	-
(63,352)	TOTAL COMPREHENSIVE INCOME	(118,113)	(168,113)	(168,113)	(156,445)

LIMESTONE COAST LGA
CONSOLIDATED BUDGET 2023/2024 Review 3

CASH FLOW STATEMENT

2022/2023 FULL YEAR ACTUALS		2023/2024 ADOPTED BUDGET	2023/2024 BUDGET REVIEW 1	2023/2024 BUDGET REVIEW 2	2023/2024 BUDGET REVIEW 3
\$		\$	\$	\$	\$
Inflows (Outflows)		Inflows (Outflows)	Inflows (Outflows)	Inflows (Outflows)	Inflows (Outflows)
	CASHFLOWS FROM OPERATING ACTIVITIES				
	RECEIPTS				
1,372,706	Operating Receipts	1,274,621	1,133,751	1,133,751	1,090,681
24,064	Investment Receipts	10,000	10,000	30,000	43,000
	PAYMENTS				
(1,266,101)	Operating payments to suppliers & employees	(1,557,734)	(1,566,864)	(1,586,864)	(1,545,125)
-	Finance Payments	-	-	-	-
130,669	Net Cash provided by (or used in) Operating Activities	(273,113)	(423,113)	(423,113)	(411,445)
-	CASH FLOWS FROM INVESTING ACTIVITIES	-	-	-	-
-	Net Cash provided by (or used in) Investing Activities	-	-	-	-
-	CASH FLOWS FROM FINANCING ACTIVITIES	-	-	-	-
-	NET CASH USED IN FINANCING ACTIVITIES	-	-	-	-
130,669	NET INCREASE (DECREASE) IN CASH HELD	(273,113)	(423,113)	(423,113)	(411,445)
648,360	CASH AT BEGINNING OF YEAR	779,028	779,028	779,028	779,028
779,028	CASH AT END OF YEAR	505,915	355,915	355,915	367,583

LIMESTONE COAST LGA
CONSOLIDATED BUDGET 2023/2024 Review 3

BALANCE SHEET

2022/2023 FULL YEAR ACTUALS		2023/2024 ADOPTED BUDGET	2023/2024 BUDGET REVIEW 1	2023/2024 BUDGET REVIEW 2	2023/2024 BUDGET REVIEW 3
\$		\$	\$	\$	\$
	ASSETS				
	CURRENT ASSETS				
779,028	Cash and cash equivalents	505,915	355,915	355,915	367,583
11,329	Trade & other receivables	11,329	11,329	11,329	11,329
790,357	TOTAL CURRENT ASSETS	517,244	367,244	367,244	378,912
790,357	TOTAL ASSETS	517,245	367,244	367,244	378,912
	LIABILITIES				
	CURRENT LIABILITIES				
42,461	Trade & Other Payables	42,460	42,461	42,461	42,461
392,569	Other Liabilities	392,569	137,569	137,569	137,569
44,775	Short-term Provisions	44,775	44,775	44,775	44,775
479,805	TOTAL CURRENT LIABILITIES	479,804	224,805	224,805	224,805
	NON-CURRENT LIABILITIES				
658	Long-term Provisions	658	658	658	658
658	TOTAL NON-CURRENT LIABILITIES	658	658	658	658
480,463	TOTAL LIABILITIES	480,462	225,463	225,463	225,463
309,894	NET ASSETS	36,783	141,781	141,781	153,449
	EQUITY				
309,894	Accumulated Surplus	191,783	141,781	141,781	153,449
-	Asset Revaluation	-	-	-	-
-	Other Reserves	-	-	-	-
309,894	TOTAL EQUITY	191,783	141,781	141,781	153,449

**LIMESTONE COAST LGA
CONSOLIDATED BUDGET 2023/2024 Review 3**

STATEMENT OF CHANGES IN EQUITY

2022/2023 FULL YEAR ACTUALS \$		2023/2024 ADOPTED BUDGET \$	2023/2024 BUDGET REVIEW 1 \$	2023/2024 BUDGET REVIEW 2 \$	2023/2024 BUDGET REVIEW 3 \$
	ACCUMULATED SURPLUS				
373,215	Balance at end of previous reporting period	309,896	309,894	309,894	309,894
-63,321	Net Result for Year	-118,113	-168,113	-168,113	-156,445
0	Transfer From Reserves	0	0	0	0
0	Transfer To Reserves	0	0	0	0
309,894	TOTAL EQUITY AT END OF REPORTING PERIOD	191,783	141,781	141,781	153,449

**LIMESTONE COAST LGA
CONSOLIDATED BUDGET 2023/2024 Review 3**

UNIFORM PRESENTATION OF FINANCES

2022/2023 FULL YEAR ACTUALS \$		2023/2024 ADOPTED BUDGET \$	2023/2024 ADOPTED REVIEW 1 \$	2023/2024 ADOPTED REVIEW 2 \$	2023/2024 ADOPTED REVIEW 3 \$
1,361,767	Operating Revenues	1,439,621	1,398,751	1,418,751	1,388,681
(1,425,088)	less Operating Expenses	(1,557,734)	(1,566,864)	(1,586,864)	(1,545,125)
(63,321)	Operating Surplus / (Deficit) before Capital Amounts	(118,113)	(168,113)	(168,113)	(156,445)
	Less Net Outlays in Existing Assets				
-	Capital Expenditure on renewal and replacement of Existing Assets	-	-	-	-
-	less Depreciation, Amortisation and Impairment	-	-	-	-
-	less Proceeds from Sale of Replaced Assets	-	-	-	-
-		-	-	-	-
	Less Net Outlays on New and Upgraded Assets				
-	Capital Expenditure on New and Upgraded Assets	-	-	-	-
-	less Amounts received specifically for New and Upgraded Assets	-	-	-	-
-		-	-	-	-
-	less Proceeds from Sale of Surplus Assets	-	-	-	-
-		-	-	-	-
(63,321)	Net Lending / (Borrowing) for Financial Year	(118,113)	(168,113)	(168,113)	(156,445)

9.2 LCLGA Draft Budget 2 for 2024/2025

Committee: Board Meeting

Meeting Date: 19th of April, 2024

Author: Adrian Maywald, LCLGA Executive Officer

Authoriser: Adrian Maywald, LCLGA Executive Officer

Strategic Reference: Building Sustainable Communities

Budget Impact: Low

Risk Assessment: Medium

Recommendation

1. That the Draft Budget Report 2 for 2024/2025 be received and noted by the LCLGA Board.

Moved:

Seconded:

Recommendation

2. That the Draft Budget Report 2 is further reviewed upon the completion of the Strategic Plan and Draft Business Plan for 2024/2025 for the LCLGA to ensure it can achieve the agreed plans and strategies.

Moved:

Seconded:

EXECUTIVE SUMMARY:

The 2nd Draft budget for 2024/25 has a deficit budget of \$168,092 forecast for the 2024/2025 Year.

Cash reserves are predicted to be at \$206 851 at the end of the 2024/25 Financial Year.

As we establish future priorities and support to maintain current programs it will be essential as reported to the to the LCLGA Board on March 22nd 2024 that we ensure a sound financial position which maintains a core LCLGA reserve above \$175 000 and carries capacity for current and future programs.

Upon completion of the Draft Strategic Plan and 2024/25 Business Plan we will be able to further refine the Budget as required to achieve agreed outcomes.

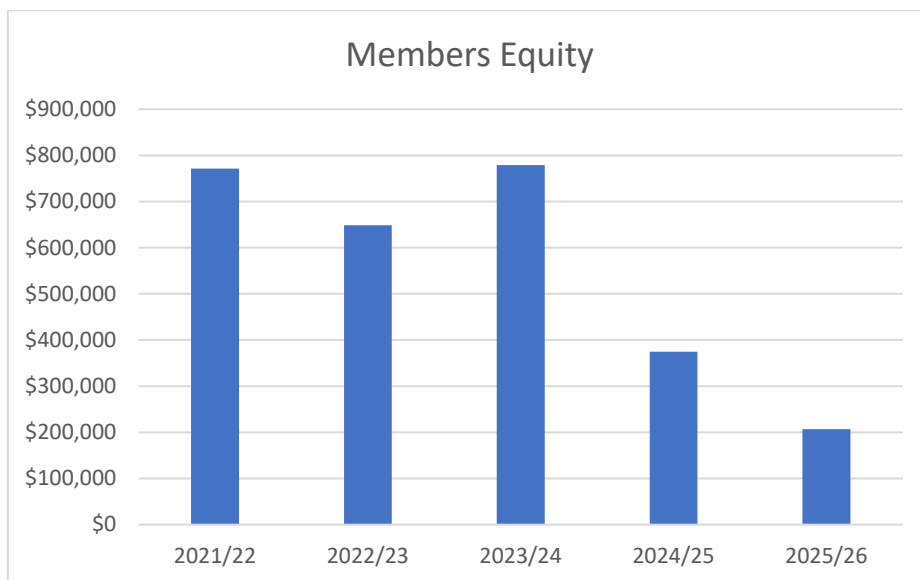
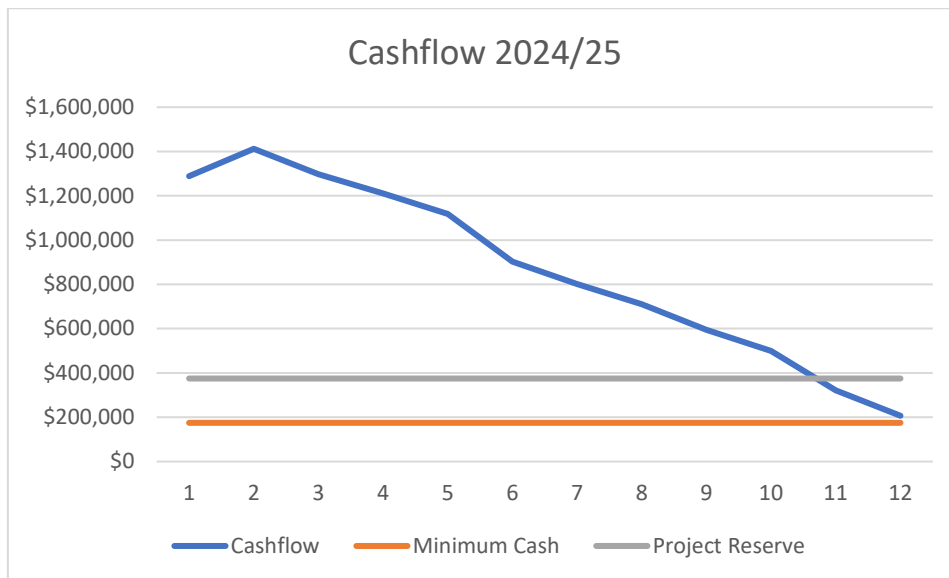
PURPOSE:

The purpose of Draft Budget 2 was to present more accurate figures based upon a full 9 months of transaction in 2023/2024 financial year. The updated draft allows for planning and implementation of our current priorities and projects.

BACKGROUND:

- The second draft budget is a revised version to the first draft budget shared with the Audit and Risk committee on the 21st of March 2024.
- Draft Budget 2 has been updated with more accurate income figures for projects and a more detailed review of expenditure lines based upon the Budget Review 3 figures.
- Please refer to the Budget Review 3 Background for more detailed information on each budget line for 2023/2024 financial year.
- All members of the LCLGA team have been involved in discussions around their budget lines, on costs and areas we can refine/change.
- Some changes in operations are currently being implemented to reduce expenditure as we move forward which include subscriptions for IT software, phone systems etc.

RISK: Medium: As we finalise our Business Plan and update our Strategic Directions for 2024/2025, we will need to review our income and expenditure for sustainability and ensure success of current and future programs with resourcing to support.



LIMESTONE COAST LGA CONSOLIDATED DRAFT BUDGET 2024-2025			
Operating and Non-Operating Cash Reconciliaton			
2023/2024			2024/2025
Predicted			DRAFT
ACTUALS	EXPENSES		BUDGET
\$			\$
623,477	Wages and Salaries		642,509
287,227	Operating Expenses		252,715
627097.59	Project Expenditure		555,958
-	Interest Payable		-
-	Depreciation		-
	Loss on Disposal of Assets		
-	Other		-
1,537,801	TOTAL EXPENDITURE		1,451,181
-	less provisions & depreciation & non cash items		-
1,537,801			1,451,181
	RECEIPTS		
874338	Local Government Council Contributions		915889.16
40,000	Other Contributions		40,000
35,760	Other Income		62,100
395,583	Project Income		337,100
43000	Interest Income		28000
	Reimbursements		
	Commercial Activity Income		
	Other		
1,388,681	TOTAL REVENUE		1,383,089
-149,121	CHANGE IN COMMUNITY WEALTH RESULTING FROM OPERATIONS EXCLUDING RATES		-68,092

LIMESTONE COAST LGA CONSOLIDATED DRAFT BUDGET 2024-2025			
STATEMENT OF COMPREHENSIVE INCOME			
2023/2024			2024/2025
Predicted			DRAFT
ACTUALS			BUDGET
\$	INCOME		\$
874,338	Local Government Council Contributions		915,889
40,000	Other Contributions		40,000
35,760	Other Income		62,100
395,583	Project Income		337,100
43,000	Interest Income		28,000
1,388,681	TOTAL REVENUES		1,383,089
	EXPENSES		
623,477	Wages and Salaries		642,509
287,227	Operating Expenses		252,715
627,098	Project Expenditure		555,958
1,537,801	Total Expenses		1,451,181
	OPERATING SURPLUS/(DEFICIT)		
-149,121	BEFORE CAPITAL AMOUNTS		-68,092
-	Net gain (loss) on disposal or revaluation of assets		-
-	Amounts specifically for new or upgraded assets		-
-	Physical resources received free of charge		-
-149,121	TOTAL COMPREHENSIVE INCOME		-68,092

LIMESTONE COAST LGA CONSOLIDATED DRAFT BUDGET 2024-2025			
CASH FLOW STATEMENT			
2023/2024			2024/2025
Predicted			DRAFT
ACTUALS			BUDGET
\$			\$
Inflows			Inflows
(Outflows)			(Outflows)
	CASHFLOWS FROM OPERATING ACTIVITIES		
	RECEIPTS		
1,090,681	Operating Receipts		1,255,089
43,000	Investment Receipts		28,000
	PAYMENTS		
-1,537,801	Operating payments to suppliers & employees		-1,451,181
-	Finance Payments		-
-404,121	Net Cash provided by (or used in) Operating Activities		-168,092
	CASH FLOWS FROM INVESTING ACTIVITIES		
-	Net Cash provided by (or used in) Investing Activities		-
	CASH FLOWS FROM FINANCING ACTIVITIES		
-	NET CASH USED IN FINANCING ACTIVITIES		-
	NET INCREASE (DECREASE) IN CASH HELD		-168,092
779,028	CASH AT BEGINNING OF YEAR		374,907
374,907	CASH AT END OF YEAR		206,815

LIMESTONE COAST LGA CONSOLIDATED DRAFT BUDGET 2024-2025			
BALANCE SHEET			
2023/2024 Predicted ACTUALS			2024/2025 DRAFT BUDGET
	ASSETS		
\$	CURRENT ASSETS		\$
374,907	Cash and cash equivalents		206,815
11,330	Trade & other receivables		11,330
-	Inventories		-
386,237	TOTAL CURRENT ASSETS		218,145
386,237	TOTAL ASSETS		218,145
	LIABILITIES		
	CURRENT LIABILITIES		
42,462	Trade & Other Payables		42,462
137,569	Other Liabilities		37,569
44,775	Short-term Provisions		44,775
224,806	TOTAL CURRENT LIABILITIES		124,806
	NON-CURRENT LIABILITIES		
658	Long-term Provisions		658
658	TOTAL NON-CURRENT LIABILITIES		658
225,464	TOTAL LIABILITIES		125,464
160,773	NET ASSETS		92,681
	EQUITY		
160,773	Accumulated Surplus		92,681
-	Asset Revaluation		-
-	Other Reserves		-
160,773	TOTAL EQUITY		92,681

LIMESTONE COAST LGA CONSOLIDATED DRAFT BUDGET 2024-2025			
STATEMENT OF CHANGES IN EQUITY			
2023/2024 Predicted ACTUALS			2024/2025 DRAFT BUDGET
\$			\$
	ACCUMULATED SURPLUS		
309,894	Balance at end of previous reporting period		160,773
-149,121	Net Result for Year		-68,092
0	Transfer From Reserves		0
0	Transfer To Reserves		0
160,773	TOTAL EQUITY AT END OF REPORTING PERIOD		92,681

LIMESTONE COAST LGA			
CONSOLIDATED DRAFT BUDGET 2024-2025			
UNIFORM PRESENTATION OF FINANCES			
2023/2024			2024/2025
Predicted			DRAFT
ACTUALS			BUDGET
\$			\$
1,388,681	Operating Revenues		1,383,089
-1,537,801	less Operating Expenses		-1,451,181
-149,121	Operating Surplus / (Deficit) before Capital Amounts		-68,092
	Less Net Outlays in Existing Assets		
-	Capital Expenditure on renewal and replacement of Existing Assets		-
-	less Depreciation, Amortisation and Impairment		-
-	less Proceeds from Sale of Replaced Assets		-
-			-
	Less Net Outlays on New and Upgraded Assets		
-	Capital Expenditure on New and Upgraded Assets		-
-	less Amounts received specifically for New and Upgraded Assets		-
-	less Proceeds from Sale of Surplus Assets		-
-			-
-149,121	Net Lending / (Borrowing) for Financial Year		-68,092

PROFIT AND LOSS				
INCOME	25 Draft Budg	2024 Budget	Variance	Variance %
City of Mount Gambier	\$252,678	\$241,160	\$11,518	4.78%
District Council of Grant	\$112,556	\$107,458	\$5,098	4.74%
Wattle Range Council	\$191,873	\$183,141	\$8,732	4.77%
Naracoorte Lucindale Council	\$129,504	\$123,630	\$5,874	4.75%
District Council of Robe	\$60,866	\$58,135	\$2,731	4.70%
District Council of Tatiara	\$109,867	\$104,893	\$4,974	4.74%
District Council of Kingston	\$58,545	\$55,921	\$2,624	4.69%
Interest	\$28,000	\$43,000	-\$15,000	-34.88%
Grants	\$303,500	\$362,858	-\$59,358	-16.36%
Participant Income	\$33,600	\$32,725	\$875	2.67%
LGA - SA Regional Capacity Buildi	\$40,000	\$40,000	\$0	0.00%
Other	\$62,100	\$35,760	\$26,340	73.66%
Total	\$1,383,089	\$1,388,681	-\$5,592	-0.40%

EXPENSES	25 Draft Budg	2024 Budget	Variance	Variance %
Advertising & Marketing	\$6,000	\$600	\$5,400	900.00%
Audit and Accounting Fees	\$30,500	\$28,018	\$2,482	8.86%
Bank Fees	\$540	\$782	-\$242	-30.95%
Computing & IT	\$19,200	\$30,400	-\$11,200	-36.84%
Consultancy	\$7,000	\$16,000	-\$9,000	-56.25%
Occupancy	\$21,700	\$20,824	\$876	4.21%
Governance	\$12,000	\$18,000	-\$6,000	-33.33%
Insurance	\$21,000	\$19,051	\$1,949	10.23%
Meeting Expenses	\$6,000	\$6,000	\$0	0.00%
Miscellaneous	\$6,000	\$7,000	-\$1,000	-14.29%
Printing/Stationery	\$4,800	\$3,600	\$1,200	33.33%
Seminars	\$0	\$5,000	-\$5,000	-100.00%
Subscriptions	\$1,000	\$1,000	\$0	0.00%
Telephone	\$7,500	\$9,700	-\$2,200	-22.68%
Training	\$8,000	\$10,728	-\$2,728	-25.43%
Travel/Accommodation/Meals	\$8,000	\$18,032	-\$10,032	-55.63%
Vehicle - Fuel	\$22,100	\$22,000	\$100	0.45%
Vehicle - Lease	\$53,980	\$52,651	\$1,329	2.52%
Vehicle - R & M	\$1,500	\$1,600	-\$100	-6.25%
Heritage Services	\$84,529	\$70,000	\$14,529	20.76%
Regional Development Australia LC	\$106,009	\$101,155	\$4,854	4.80%
Wages	\$562,386	\$545,071	\$17,315	3.18%
Wages - Superannuation	\$64,674	\$61,086	\$3,589	5.87%
Wages Workers Compensation	\$5,895	\$6,241	-\$346	-5.55%
Wages-FBT	\$10,000	\$10,000	\$0	0.00%
Wages Accruals	\$15,448	\$17,320	-\$1,872	-10.81%
SACCA	\$78,844	\$57,135	\$21,709	38.00%
1. Marketing	\$64,816	\$64,816	\$0	0.00%
2. Visitor Servicing	\$5,000	\$5,000	\$0	0.00%
3. Events	\$750	\$750	\$0	0.00%
4 & 5. Project Costs	\$1,000	\$1,000	\$0	0.00%
6. Governance & Collaboration	\$26,199	\$26,199	\$0	0.00%
7. Industry Capability	\$650	\$650	\$0	0.00%
8. Promote Value of Tourism	\$1,999	\$1,999	\$0	0.00%
LCRSA	\$84,000	\$100,000	-\$16,000	-16.00%
Waste Program	\$0	\$70,669	-\$70,669	-100.00%
CAC	\$39,162	\$56,000	-\$16,838	-30.07%
Roads Program	\$38,000	\$21,775	\$16,225	74.51%
Economic Program	\$25,000	\$49,950	-\$24,950	-49.95%
Oncost	\$0	\$0	\$0	#DIV/0!
Total	\$1,451,181	\$1,537,801	- 86,620.22	-5.63%

P&L	-\$68,092	-\$149,121	\$81,029	-54.34%
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Opening cash

375000

10. RECOMMENDATIONS

10.1 Destination Development Review

10.2 LCLGA Procurement Policy Update 2024

10.3 LCLGA Audit & Risk Committee Terms of Reference

10.4 LCLGA Office Lease

10.1 Destination Development Review

Committee: Board Meeting

Meeting Date: 19 April 2024

Author: Kate Napper, Destination Development Manager

Authoriser: Adrian Maywald, LCLGA Executive Officer

Strategic Reference: LCLGA Business Plan 2023/24 – refer to priorities Page 6

Budget Impact: Low

Risk Assessment: Medium

Recommendation

1. The Limestone Coast Local Government Association (LCLGA) Board will continue to fund the Destination Development project through the 2024/25 financial year at the current subscription rate, indexed to CPI.
2. The project subscription fee for the 2025/26 financial year to be reviewed along with the Strategy based on the outcomes of the South Australian Tourism Commission (SATC) Regional Tourism Review.

Moved:

Seconded:

EXECUTIVE SUMMARY:

Destination Development is an important project that focuses on growing a sustainable tourism ecosystem for the region. It positions LCLGA as the Regional Tourism Organisation for the Limestone Coast, undertaking a coordinating, advocacy, and representational role on behalf of its Constituent Councils while also delivering destination development and promotional activities.

The project was endorsed as a five-year strategy by the LCLGA Board in December 2020; however, stakeholders are now wanting to clarify the funding terms. A successful project outcome requires a commitment to ongoing resourcing across the life of the strategy.

In the August 2023 LCLGA Board Meeting the Destination Development Report provided an update following a strategy review whereby a revised action plan had been developed to acknowledge the timelines in the strategy had been impacted significantly due to COVID and staff change over.

Given the ongoing Regional Tourism Review with SATC, it is strongly recommended to maintain the current funding model through the 2024/25 financial

year. This model, indexed to CPI, provides a stable and predictable financial framework, with a review scheduled thereafter to ensure its continued effectiveness.

PURPOSE:

To review the Destination Development Strategy and funding requirements as per the 2023/24 Annual Business Plan.

BACKGROUND:

Destination Development is an essential project that focuses on growing a sustainable tourism ecosystem for the region. It positions LCLGA as the Regional Tourism Organisation for the Limestone Coast, undertaking a coordinating, advocacy, and representational role on behalf of its Constituent Councils while also delivering destination development and promotional activities.

The LCLGA Board endorsed the Destination Development Strategy 2025 in December 2020. This Strategy underpins all tourism efforts and articulates a shared vision for the growth of the tourism sector on the Limestone Coast. The Strategy identifies eight priority areas with initiatives to be actioned within recommended timeframes, noting that many initiatives require ongoing commitment with no finite conclusion.

Destination Development Strategic Priority Areas:

1. Marketing
2. Visitor Servicing
3. Events
4. Experience Development
5. Infrastructure + Access
6. Governance + Collaboration
7. Industry Capability
8. Promote the Value of Tourism

A Destination Development Manager (FTE) and Destination Development Coordinator (PTE) facilitate the delivery of this Strategy.

In addition to Council contributions, the Destination Development project receives funding from SATC to support implementation, acknowledging its strong alignment with the SA Regional Visitor Strategy 2025 and the SA Visitor Economy Sector Plan 2030. In 2023/24, this project received \$62,198 ex GST from SATC, which contributes to a regional tourism manager and marketing activities.

DISCUSSION:

Just over three years into the project, the Strategy has built good momentum and achieved outcomes against the priorities pillars, noting that this is limited by available funding. The project has also experienced significant disruptions due to COVID plus staff changeover, which means Strategy timelines have been adapted by approximately two years, as was reported to the LCLGA Board in August 2023.

Notable outcomes against the Strategy that support the 7 Councils of the LCLGA:

- Delivered regional tourism website with ongoing management, which so far has generated over 4,500 leads to Limestone Coast businesses*
- Delivering digital marketing activities, including management of @limestonecoast social media channels with 1,600 posts shared with a reach of over 4.1 million people
- Activated a local hashtag, #visitlimestonecoast, to share more content about our region, which has been used over 7,500 times.
- Generating industry collaboration opportunities through networking events and familiarisations
- Delivered seasonal marketing campaigns, including Regional Express Airlines collaboration
- Providing regional tourism data reports
- Acting as direct liaison with state and national tourism organisations
- Coordinate regional visitor servicing network
- Advocate regional tourism investment opportunities
- Connect industry to relevant grants and assistance programs and provide supporting documentation e.g. Beachport Crayfish Festival and Coonawarra Cabernet Celebrations

The value of the Limestone Coast visitor economy is performing well against the key performance indicators in the Strategy. As of September 2023, visitor expenditure in the region has grown to \$558 million (from a baseline of \$337M in Dec 2018), which is ahead of our 2025 goal of \$479 million and positions Limestone Coast as the third-strongest visitor expenditure in the state.

Over the last 12 months, SATC has been conducting an independent review of regional tourism with the aim of identifying an optimum structure that will support the growth of South Australia's visitor economy. This review is still ongoing and may impact the ongoing operations of the Destination Development project in the future. An update from SATC is expected between July and December 2024.

The project was endorsed as a five-year strategy by the LCLGA Board in December 2020; however, stakeholders are now wanting to clarify the funding terms. A successful project outcome requires a commitment to ongoing resourcing across the life of the Strategy.

It is recommended that the current project contributions be maintained through the 2024/25 financial year, indexed to CPI with a subsequent review of the Strategy and subscription fee following the outcomes of the Regional Tourism Review.

RISK: Medium

Any reduction in Destination Development Strategy funding from LCLGA members will make the project non-viable.

*via Australian Tourism Data Warehouse

10.2 Procurement Policy Update 2024

Committee: Board Meeting

Meeting Date: 19th of April 2024

Author: Adrian Maywald, LCLGA Executive Officer

Authoriser: Adrian Maywald, LCLGA Executive Officer

Strategic Reference: Collectively Building Stronger Economies

Budget Impact: Low

Risk Assessment: Low

Recommendation

1. That the Limestone Coast Local Government Association (LCLGA) Board Approve the updated Procurement Policy as recommended from the Audit and Risk Committee at their meeting on 21st of March 2024.

Moved:

Seconded:

EXECUTIVE SUMMARY:

The LCLGA Procurement Policy from 2018 has been updated in March 2024. It was reviewed by the Audit and Risk Committee at their meeting on 21st of March 2024.

The updates included changes to two quotes minimum from 3 for items between \$5000 and \$25 000. Minor grammar changes and the updated LCLGA logo.

To comply with the Local Government Act 1999– Internal Control Policies it is required that the Audit and Risk Committee review the 2018 policy and update it to the recommended 2024 Procurement Policy for LCLGA Board Endorsement at the April 2024 Board Meeting.

The policy will be reviewed on an Annual Basis.

The Procurement Policy includes the LCLGA financial delegations.

PURPOSE:

To manage and reduce financial risk and ensure we are compliant under the Local Government Act 1999.

BACKGROUND:

Under the Local Government Act 1999, Chapter 8 Part 3, Division 2 (Page 9)

125—Internal control policies

(1) An Association must ensure that appropriate policies, practices and procedures of internal control are implemented and maintained in order to assist the council to carry out its activities in an efficient and orderly manner to achieve its objectives, to ensure adherence to management policies, to safeguard the council's assets, and to secure (as far as possible) the accuracy and reliability of council records.

(2) The policies, practices and procedures of internal financial control under subsection (1) must be in accordance with a standard or document (such as a model relating to financial controls) adopted by the regulations.

(3) A Association must ensure that appropriate policies, systems and procedures relating to risk management are implemented and maintained in order to assist the council to carry out its activities in an efficient and orderly manner to achieve its objectives, inform appropriate decision making, facilitate appropriate prioritisation of finite resources and promote appropriate mitigation of strategic, financial and operational risks relevant to the council.

To ensure that all LCLGA members are aware of the Procurement Policy and are making decisions in line with the Policy.

To clearly identify Financial Delegations for safe and effective operation that protect the members and the LCLGA as an Association of the 7 Councils.

To ensure that the Procurement Policy and Financial Delegations are reviewed on an Annual Basis as required in the Procurement Policy.

A copy of the updated Policy has been provided at the end of this report along with a copy of the Audit and Risk Meeting Minutes from the 21st of March 2024.

RISK: Low. The updates to the 2018 Policy are minor and all LCLGA staff are aware of their financial delegations and responsibilities.



POLICY

Title	Procurement
Classification	Finance

1. OBJECTIVE

The objectives of this policy are to ensure LCLGA achieves the following outcomes:

- compliance with the requirements of the Local Government Act for procurement
- value for money outcomes for the use of our members and other investments in the LCLGA
- equity and fairness in the market
- preference, where all other matters are equal, for local supply and expenditure.
- consideration of the impacts on local markets and supply chains
- ensuring probity, accountability and transparency in procurement
- mitigating risks to the LCLGA

2. SCOPE

This policy covers all procurement activities of the LCLGA except for:

- non-procurement expenditures such as sponsorships, grants, funding arrangements, donations
- employment contracts
- acquisition of office accommodation
- disposal of assets

3. STATEMENT

The LCLGA will have regard to the following principles in the acquisition of goods and services:

- Encouragement of open and effective competition
- Obtaining value for money, this includes the following considerations:
 - whole of life costs
 - strategic fit
 - risks and risk allocation
 - timeliness
 - past performance
 - quality and capacity
 - fit for purpose
 - local economic impacts
 - other externalities that may impact costs or the reputation of the LCLGA, our members or partners
 - internal costs to administer and support the procurement
- Probity, ethical behaviour and fair dealing
- Accountability, transparency and reporting
- Ensuring compliance with all relevant legislation
- Encourage the development of competitive local business and industry
- Environmental protection, the LCLGA will seek to:



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- adopt purchasing practices which conserve natural resources
- align the LCLGA's procurement activities with principles of ecological sustainability
- purchase recycled and environmentally preferred products where possible
- integrate relevant principles of waste minimisation and energy
- foster the development of products and services which have a low environmental impact
- provide leadership to business, industry and the community in promoting the use of environmentally sensitive goods and services, and
- ensure suitable occupational, health & safety outcomes are achieved

Procurement Methods

Generally, value for money is best achieved through competitive processes where participants can compete in an open and transparent manner.

This Policy also acknowledges there is a trade-off in terms of the markets and LCLGA's transaction costs for low-value items, and that competitive processes do not always yield the best outcomes when procuring hard to source or specialised services, skills or products.

Therefore, differing arrangements will be required to achieve value for money. The types of purchasing methods used by the LCLGA includes:

- Direct purchasing
 - For low value, low risk goods and services, where the supplier has a successful service history with the LCLGA.
 - Transacted through purchasing cards, petty cash and established accounts (such as stationary).
- Quotations (informal)
 - For low value, low-risk goods and services.
 - Quotes are sought, minimum of three, from prospective suppliers.
- Request for quotations (RFQ)
 - For simple, largely price-based purchases.
 - Quotes are sought in writing, minimum of three, from prospective suppliers.
- Requests for expressions of interest (EOI)
 - When there is potentially a large market for the tender or the transaction costs are likely to be high for the market and the LCLGA would like to be able to prepare a short list of suppliers to then invite them to participate in a tender process.
 - An open invitation to the market is made for the proposed goods and/or service.
- Request for tenders (RFT)
 - This may be a "Select" Request for Tender via a EOI or where there are reasonable grounds for issuing a RFT to a select group of potential suppliers or is an open tender.
- A tender is issued for proposed goods and/or service, this may be an open or select RFT.
- Panel contracts
 - Panel arrangements are established with a select group of suppliers and can be in the form of:
 - a standing offer from a pool of suppliers for the provision of goods and services on agreed terms
 - prequalification of suppliers who may or may not be engaged on terms to be agreed.
 - Panel arrangements may include provisions to ensure there are incentives for performance, innovation and competitive tension within the panel
- Strategic alliances



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- The LCLGA undertakes procurement through contract arrangements already established and administered by other organisations, including:
 - LGA Procurement.
 - Council Buying Groups.
 - State Government.
- Direct negotiation
 - It is expected that direct negotiation would rarely be used and only when there is a lack of competition in the market, and it can be demonstrated superior value in this approach.

Choosing Procurement Methods

The appropriate method of procurement is determined due to a number of factors, including:

- the Value of purchase

Value of Purchase (\$)	Possible Method of Procurement
Less than \$5,000	Direct purchase
\$5,001-\$25,000	Quotations – minimum two quotes
\$25,001 - \$60,000	Request For Quotation
\$60,000 - \$150,000	RFT (may include an EOI process)
\$150,001	A separate procurement plan should be developed and presented to the Board for approval.

calculated as follows:

- single one-off purchase – the total amount, or estimated amount, of the purchase (excluding GST).
- multiple purchases – the gross value, or the estimated gross value, of the purchases (excluding GST).
- ongoing purchases over a period of time – the annual gross value, or the estimated annual gross value, of the purchases (excluding GST)
- market transaction costs relative to contract value
- procurement objectives
- the size of the market and the number of competent suppliers
- LCLGA's position and leverage in the marketplace
- time constraints
- the allocation of risks between the LCLGA and the supplier from the proposed transaction

Tender Assessment Panel

When a tender process is required a Tender Assessment Panel must be established. The purpose of the Tender Assessment Panel is to:



- prepare a clear and accurate specification that meets the objectives of the organisation, contemplates specific operational needs and considers the available budget
- assess the risks and benefits and determine the tender method
- determine the tender assessment criteria and associated weighting scores for each which must be completed before the closing date of tenders and lodged in the tender box
- evaluate each tender in accordance with criteria and
- make a recommendation as required under delegations

Panel Membership

For tenders estimated to be less than \$150,000 (excl. GST), the membership of the panel will consist of a minimum of two (2) members.

Membership may be a combination of staff, external experts, panel facilitator or a member of the LGA Procurement Team.

Where there is an actual or perceived conflict of interest panel members must declare that conflict and seek external approval from the LCLGA Executive Officer or the LCLGA President on their participation as a panel member. The conflict and decision will be documented.

Failure to declare a conflict of interest is a serious matter and may result in disciplinary action. For tenders above \$150,001 (excl. GST) the tender panel membership will be in accordance with the procurement plan as approved by the Board.

Record Keeping

The LCGA will maintain records for the reasons it has selected a particular procurement method, of the procurement process, assessment and decisions taken.

Key Issues/Risks

There are significant risks from procurement ranging from inefficient and wasted expenditure to illegal and fraudulent activities.

Ensuring decision-making and processing of procurement is accountable, transparent and effective is critical to the LCLGA delivering its value proposition to our members.

The key risks include:

- wasted expenditure
- loss of resources
- loss of reputation
- litigation for losses
- loss of member reputation



4. RELATED DOCUMENTATION

Related Policies, Procedures or Forms	
Applicable Legislation	Local Government Act 1999

5. ROLES & RESPONSIBILITIES

Position	Role & Responsibility
Employees	All employees working for LCLGA have a responsibility to ensure compliance with this policy and to report breaches.
Executive Officer	To take appropriate action to resolve breaches in a timely manner.
LCLGA Board	To approve the use of this policy.

6. FILE INFORMATION

File name	Procurement Policy.docx
File location	\Admin\Policies

7. FILE HISTORY

Status	Current
Last review date	August 2018
Next review date	April 2025

8. FILE REVIEW NOTES

Date1	Description
August 2018	Policy approved by LCLGA Board
March 2024	Audit and Risk Committee Review
April 2024	Recommended to LCLGA Board for Endorsement

10.3 Audit and Risk Committee Terms of Reference

Committee: Board Meeting

Meeting Date: 19th of April 2024

Author: Adrian Maywald, LCLGA Executive Officer

Authoriser: Adrian Maywald, LCLGA Executive Officer

Strategic Reference: Collectively Building Stronger Economies

Budget Impact: Low

Risk Assessment: Low

Recommendation

1. That the Limestone Coast Local Government Association (LCLGA) Board endorse the updated Audit and Risk Committee Terms of Reference.

Moved:

Seconded:

EXECUTIVE SUMMARY:

On the 14th of September 2023 it was identified that the Audit and Risk Committee needed to update their terms of reference.

At the Audit and Risk Committee Meeting on Wednesday 22nd of November 2023 it was determined that the Executive Officer of the LCLGA would attempt to provide an update to the next Board Meeting.

The LCLGA Audit and Risk Committee Terms or Reference have been updated at the Audit and Risk Committee Meeting on the 21st of March 2024. This ensures we comply with changes to the legislation requiring more independent members.

The March 2022 Term of Reference for the Audit and Risk Committee has been updated to March 2024 and has been recommended to the LCLGA Board for endorsement at the 19th of April 2024 LCLGA Board Meeting.

PURPOSE: Under the Local Government Act 1999 we need to ensure that our Audit and Risk Committee meet the legislative requirements.

BACKGROUND:

On the 14th of September 2023 it was identified that the Audit and Risk Committee needed to update their terms of reference.

At the Audit and Risk Committee Meeting on Wednesday 22nd of November 2023 it was determined that the Executive Officer of the LCLGA would attempt to provide an update to the next Board Meeting.

The LCLGA Audit and Risk Committee Terms of Reference have been updated at the Audit and Risk Committee Meeting on the 21st of March 2024. This ensures we comply with changes to the legislation requiring more independent members.

When defining the eligibility for independence the Audit and Risk Committee have reviewed the membership of the LCLGA and reached a consensus that Local Council Staff Members can be included as Independent for the purpose of the Audit and Risk Committee Terms of Reference.

The March 2022 Terms of Reference for the Audit and Risk Committee has been updated to March 2024 and has been recommended to the LCLGA Board for endorsement on the 19th of April 2024 at the LCLGA Board Meeting.

Supporting information from the Local Government Act 1999 as reviewed at the Audit and Risk Meeting is tabled below to assist the recommended changes to the Audit and Risk Committee Terms of Reference.

126—Audit and risk committee (a1) This section applies to a council that has not established a regional audit and risk committee under section 126A.

(1) A council to which this section applies must have an audit and risk committee. (1a) The purpose of an audit and risk committee established by a council is to provide independent assurance and advice to the council on accounting, financial management, internal controls, risk management and governance matters.

(2) The following provisions apply to the membership of a council audit and risk committee:

(a) the majority of the members of the committee must be persons who are not members of any council; Local Government Act 1999—30.11.2023 Chapter 8—Administrative and financial accountability

Part 3—Accounts, financial statements and audit Division 2—Internal control, audit and risk committee etc 10 Published under the Legislation Revision and Publication Act 2002 (b) the members of the committee (when considered as a whole) must have skills, knowledge and experience relevant to the functions of the committee, including in financial management, risk management, governance and any other prescribed matter; (c) the membership of the committee— (i) may not include an employee of the council (although an employee may attend a meeting of the committee if appropriate); and (ii) may include, or be comprised of, members of another council audit and risk committee or a regional audit and risk committee; and (iii) must otherwise be determined in accordance with the requirements of the regulations.

A copy of the updated Policy has been provided at the end of this report along with a copy of the Audit and Risk Meeting Minutes from the 21st of March 2024.

RISK: Low. The updates to the 2022 Policy are minor but ensure we are in alignment with the Local Government Act (1999).

PREAMBLE

The Limestone Coast Local Government Association (LCLGA) is a regional subsidiary established pursuant to Section 43 of the Local Government Act 1999 by the constituent councils of;

- City of Mount Gambier
- District Council of Grant
- District Council of Robe
- Naracoorte Lucindale Council
- Kingston District Council
- Tatiara District Council
- Wattle Range Council

Under its Charter, the LCLGA's Objects and Purpose includes;

1. Work in association with both the LGA and the Australian Local Government Association
2. Undertake co-ordinating, advocacy and representational roles on behalf of its Constituent Councils at a regional level;
3. Facilitate and co-ordinate activities of local government at a regional level related to social, environmental and community development with the object of achieving improvement for the benefit of the communities of its Constituent Councils;
4. Develop, encourage, promote, foster and maintain consultation and co-operation and to strengthen the representation and status of local government when dealing with other governments, private enterprise and the community;
5. Develop further co-operation between its Constituent Councils for the benefit of the communities of its region;
6. Develop and manage policies which guide the conduct of programs and projects in its region with the objective of securing the best outcomes for the communities of the region;
7. Undertake projects and activities that benefit its region and its communities;
8. Associate, collaborate and work in conjunction with other regional local government bodies for the advancement of matters of common interest;
9. Implement programs that seek to deliver local government services on a regional basis; and
10. To effectively liaise and work with the State and Commonwealth Governments and instrumentalities on a regional basis for the general enhancement of the region.

For the purpose of carrying out special projects or to investigate specific areas of interest the Charter outlines the process whereby committees can be established.

Section 6.11 Committees

1. The Board may establish a committee of Board Members for the purpose of:
 - (a) enquiring into and reporting to the Board on any matter within LCLGA's functions and powers and as detailed in the terms of reference given by the Board to the Committee;
 - (b) exercising, performing or discharging delegated powers, functions or duties.
2. A member of a committee established under this Clause holds office at the pleasure of the Board.
3. The Board may establish advisory committees consisting of or including persons who are not Board Members for enquiring into and reporting to the Board on any matter within LCLGA's functions and powers and as detailed in the terms of reference which must be given by the Board to the advisory committee.
4. A member of an advisory committee established under this clause holds office at the pleasure of the Board.
5. The President of the Board is an ex-officio member of any committee or advisory committee established by the Board.

1. Name

The name of the Committee shall be the LCLGA Risk and Audit Committee

2. Background

The LCLGA Risk and Audit Committee is established to provide the Board and Executive Officer with advice and recommendations to improve the LCLGA's overall performance, including corporate and financial governance, business risks and legal compliance.

3. Membership

One member is appointed from each constituent council through a nomination process in December following Local Government elections held by full postal ballot every four years. Each nomination is to be submitted to LCLGA by 31st December and tabled at the LCLGA AGM in February. The LCLGA Board will vote on appointments and replacements should a Committee member leave during their term.

The membership of the Committee is intended to be represented by LCLGA Board members or senior operational members from each of the constituent councils;

- The membership of the Committee shall comprise of five members. with two representatives from the Board (2 Mayors) one CEO and two Executives of our member councils;
- Two independent members who are not from our members; One independent is to appointed as Chair;
- The President of the LCLGA shall be an ex-officio member of the Committee;

A person may be removed from membership of the Committee by resolution of the LCLGA Board.

Membership preference should be given to nominations with prior experience and/or appropriate skill sets such as financial, legal, strategic, political or compliance. Experience in small membership-based associations would be highly desirable.

Committee members will not be able to assign a proxy without agreement from the Presiding Member prior to the meeting.

The Group may co-opt expertise as required.

The independent member of the committee is appointed for a period of three years.

4. Aims & Objectives

The aims of the Committee are to provide the Board and Management with recommendations and advice relating to:

- financial reporting and underlying financial policies,
- working with the external auditor,
- developing a workplan for internal review,
- risk management and internal controls,
- business plan budget,
- compliance with laws, regulations, ethical requirements, internal policies and industry standards,
- financial management and reporting of fraud, and
- other responsibilities as deemed important by the Board, Executive Officer or Presiding Member of the Committee.

5. Administrative Support

The Committee will be supported by the Executive Officer and other staff as required to ensure its smooth operations.

6. Role of the Presiding Member

The Presiding Member of the Committee shall:

- Be elected by the Committee.
- Preside at all meetings of the Committee and in the event of the Presiding Member being absent from a meeting, the members present shall appoint a member to preside for that meeting or until the Presiding Member is present.
- Preserve order at meetings so that the business may be conducted in due form and with propriety.

7. Calling and Timing of Meetings

- Ordinary meetings of the Committee shall be held two weeks prior to LCLGA Board meetings at a place determined by the committee.

- Each Member of the Committee, that requests an Agenda item for consideration should provide a written summary or relevant documentation to allow distribution with the Agenda.
- Each Member of the Committee, at the time that notice of a meeting is given, is to be supplied with a copy of any documents or reports that are to be considered at the meeting, so far as this is practicable.

8. Proceedings of Meetings

- The Meetings of the Committee shall be conducted in accordance with Sections 87- 91 of the Local Government Act 1999 and the Local Government (Procedures at Meetings) Regulations 2013.
- All members of the Committee will have equal voting rights in respect of all motions put to a Committee Meeting.
- The Presiding Member of the Committee or the Member of the Committee appointed to preside over the meeting in the absence of the Presiding Member, has a deliberative vote on any matter arising for decision at the meeting, but does not have a casting vote in the event of an equality of votes.
- No business can be transacted at a Committee meeting unless a quorum is present.
- A quorum is ascertained by dividing the total number of Members of the Committee by two, ignoring any fraction resulting from the division, and adding one.
- If at any meeting there is not a quorum present within 30 minutes after the time appointed for the commencement of the meeting, or if at any time after the meeting has commenced and before any business to be transacted is completed, there is not a quorum present, the meeting shall be adjourned to another time and date in accordance with the provisions of the Local Government Act.

9. Members to Disclose Interest

- A Member of the Committee has an interest in a matter before the Committee if the member or a person with whom the member is closely associated would, if the matter were decided in a particular manner, receive or have a reasonable expectation of receiving a direct or indirect pecuniary or non-pecuniary benefit or suffer or have a reasonable expectation of suffering a direct or indirect pecuniary or non-pecuniary detriment.
- A Member of the Committee who has an interest in a matter before the Committee of which he or she is a member must declare the interest to the Committee.
- A disclosure made must be recorded in the minutes of the Committee.
- A Member of the Committee who has an interest in a matter before the Committee must not :-
 - i. Propose or second a motion relating to the matter
 - ii. Take part in discussion by the Committee relating to that matter.
 - iii. While such discussion is taking place, be in, or in the close vicinity of the room in which the matter is being discussed.
 - iv. Vote in relation to the matter.
- A Member of the Committee who has disclosed an interest in a matter may, by permission of the Committee, attend during proceedings of the Committee on the relevant matter in order to ask or answer questions, provided that the meeting is open to the public, the Member withdraws from the room after asking or answering the questions, and the Member does not in any other way take part in any debate or vote on the matter.

10. Reporting to LCLGA Board

The Committee Minutes will be provided to the LCLGA for endorsement and/or consideration of recommendations of the Committee.

11. Financial Responsibility

The Committee has no authority to expend funds unless approved by the LCLGA Board.

The Committee shall each year consider the financial requirements and submit this request to the LCLGA Board for consideration.

12. Delegation of Powers

The Board pursuant to Section 44 (2)(a) of the Local Government Act, 1999, delegates to the Committee, for the purpose of achieving its aims and objectives, and subject always to the provisions of the Local Government Act, the following powers:

- To establish Sub-Committees for specific purposes. Each Sub-Committee must have at least one Member of the Committee as part of its membership.

13. Dissolution

The committee may be dissolved at the completion of the project/purpose or at the discretion of the LCLGA Board.

14. Liability of Members

In accordance with Section 41(12) and (13) of the Local Government Act 1999, no civil liability attaches to a member of a committee for an honest act or omission in the exercise, performance or discharge, or purported exercise, performance or discharge, of the member's or committee's powers, functions or duties. Further, a liability that would, but for this clause attach to a member of a committee attaches instead to the Association.

15. Alteration of Terms of Reference

The Board, may at any time, either on its own initiative or at the request of the Committee, alter, delete or add to any provisions of these Terms of Reference. In doing so, the Council will consult with the Committee prior to adoption.

10.4 LCLGA Office Lease

CONFIDENTIAL ITEM:

Pursuant to section 90(2) of the Local Government Act (1999), the Council orders that the public be excluded from attendance at that part of the meeting relating to the Agenda item 10.4 – LCLGA Office Lease, except the following people: Mayor Lynette Martin, Mayor Des Noll, Mayor Kylie Boston, Mayor Liz Goossens, Mayor Jeff Pope, Mayor Patrick Ross, Sarah Philpott, Ben Gower, Anne Champness, Trevor Smart, Nat Traeger, Ian Hart, Darryl Whicker, Executive Officer LCLGA Adrian Maywald.

1. The LCLGA Board resolves to move into Confidence as per Section 90 of the Local Government Act under clause i) Commercial in Confidence – could reasonably expect to confer a commercial advantage on a person with whom the council is conducting, or proposing to conduct business.
2. The Board is satisfied that the principle that the meeting be conducted in a place open to the public has been outweighed in the circumstances to prevent the disclosure of this information.

Moved:

Seconded:

10.4 Confidential Item – Office Lease

Recommendation Report 10.4 will be provided in hard copy to the members who are endorsed to be present at the LCLGA Board Meeting on the 19th of April 2024.

Moving Out of Confidence

At the completion of Item 10.4 LCLGA Office Lease the LCLGA Board will move out of Confidence and hold item 10.4 LCLGA Office Lease in confidence until the matter is resolved.

Moved:

Seconded:

11. LCLGA REPORTS

11.1 LCLGA President's Report

11.2 Executive Officer's Report

11.3 Destination Development Report

11.4 Connected and Active Communities Project Report

11.5 Limestone Coast Regional Sporting Academy Report

11.1 LCLGA President's Report to meeting to be held on 19 April 2024

1. Along with Mayor Boston, inspected the iPAVE vehicle which was in the region examining our regional roads.
2. Attended a SAROC Meeting and I remind Board Members that Agendas and Minutes of these meetings are available on the LGA website.
3. For your information I advise Renmark Paringa Council presented an item of business requesting the Ordinary General Meeting request the LGA to strongly advocate for recognition by SA Health of the poor mental health services currently provided to Regional SA as detailed in the Review of Rural Mental Health Services in SA Report (May 2023). This item was accepted.
4. Barunga West Council presented a motion to address inadequate investment in boating facilities in regional areas. SAROC asked that the Minister for Infrastructure and Transport be written seeking a review of the Facilities Fund (Marine) to create capacity for both capital works and maintenance activities. This was carried.
5. The Rural City of Murray Bridge – Abandoned Shopping Trolleys. The SAROC Committee did not approve the item of business that the Ordinary General Meeting requests the LGA to assist Councils on successfully managing the issue of disused and abandoned shopping trolleys. This was because the LGA has been advocating, through the review of the LNLC Act to improve the mechanisms within the LNLC Act and Regulations to enable councils to manage and respond to shopping trolleys more effectively. Amendments to the LNLC Act and Regulations are expected to enter Parliament this year.
6. Discussion in relation to the Terms of Reference review resulted in the removal of the specific requirement for a strategic plan and annual business plan for SAROC including the requirement prescribed in clause 9.9.1 with relation to assessing the strategic plan and annual business plan each quarter.
7. To also remove the necessity for regional representation to meet quorum.
8. Attended and spoke at the TAFE SA Limestone Coast Class of 2023 Graduation Ceremony.
9. Attended Planet Youth Workshop hosted by Substance Misuse Limestone Coast.
10. LCLGA Audit and Risk Committee Meeting
11. Along with LCLGA Mayors and CEOS attended the HealthQ Consulting session providing input into the feasibility study to have a medical radiation treatment therapy facility located in the Limestone Coast. It was a very positive session and I thank attendees for their input.
12. Attended LCLGA Strategic Planning Session held on 22 March with Mayors and CEOs of LCLGA.
13. Spoke to The Borderwatch about visitation in the Limestone Coast and the hashtag initiative #visitlimestonecoast.
14. Opened the 'Our Voice SA Conference' in Mount Gambier on 8 April. This year is the first time such a conference has been held in the regions since it began in 2019.

Recommendation

1. That the Report be received and noted by the LCLGA Board.

Moved:

Seconded:

11.2 Executive Officer's Report

Committee: Board Meeting

Meeting Date: 19th April, 2024

Author: Adrian Maywald, LCLGA Executive Officer

Authoriser: Adrian Maywald LCLGA Executive Officer

Strategic Reference: LCLGA Strategic Plan – Building Sustainable Communities

Budget Impact: Nil

Risk Assessment: Low

Recommendation

1. That the Report be noted and received by the LCLGA Board.

Moved:

Seconded:

EXECUTIVE SUMMARY:

Regional Growth Strategy

The Regional Growth Strategy has continued to progress with 3 community workshop sessions occurring in Naracoorte, Bordertown and Mount Gambier followed by a zoom link workshop in March, 2024.

A draft Economic Report has been received and feedback provided back to URPS for refinement to ensure it meets the needs of the LCLGA and RDALC.

We received 51 responses to the online surveys and will receive an update from URPS in the coming week of the results and findings from the input gathered.

Next steps will include the incorporation of comments and endorsement of Final RGS in April and May, 2024.

Materials Recovery Facility (MRF)

A return brief was received from consultants Marsden Jacob on the 28th of February 2024. This was reviewed by LCLGA CEOs via email and a meeting on the 5th of April 2024.

To continue the project, we will review a summary of the project to date on the MRF/WASTE Management as part of our second Strategic Planning Session to be held on the 19th of April 2024 with all LCLGA Mayors and CEOs.

From this workshop we will look to set the next steps and directions.

COASTAL ADAPTATION STRATEGY – Wattle Range Council, District Council of Grant and District Council of Robe.

The CEOs involved have been united in seeing this project continue to ensure it progresses and meets its intended outcomes.

This service agreement began on the 15th of August, 2022 and contracts were established in April 2023. The initial invoice from FSC Range Consulting has now been paid with member Councils invoiced. Having established that this project started with Wattle Range Council hosting and has since been transferred to the LCLGA.

Background provided by the CEOs has been invaluable and we will soon hold a meeting to review works to date and review of the project moving forward to ensure we are clear on appropriate contacts and expectations of remaining works to be complete.

Summary of other Executive Officer Activities across February, March and April 2024:

- Request for meeting with Hon Chris Picton MP and the 7 Mayors Delegate around Health Concerns along with summarising concerns for the Limestone Coast. It is confirmed we will have a meeting but are still awaiting confirmation on when this will occur. Last correspondence relating to an update for meeting occurred on the 8th of April 2024
- Budget Review 2 has occurred with the Audit and Risk Committee and a Budget Review 3 will be tabled at the Board Meeting on the 19th of April 2024
- Attended the Limestone Coast Zone Emergency Management Meeting
- Held our Strategic Planning ½ Day workshop to review past directions and plan for 2024/2025 onwards. This will be followed up with a second workshop on the 19th of April 2024 and a sharing of our Strategic Pathways with some elected members following our June 2024 LCLGA Board Meeting
- Collated background information and drafted a Health briefing paper for the proposed meeting with the Health Minister. I have met with Nick McBride MP and Troy Bell MP to gain their support/input
- Supported Sports Nutrition Education Sessions for the Limestone Coast Regional Sporting Academy
- Attended training with all LCLGA Staff for Media Training and Public Speaking coordinated by Kate Napper
- Coastal Alliance meetings with FSC Consultant and CEO's involved

- Review and update of JLT Insurances surveys for the LCLGA across March 2024.
- Regional Local Government Association Executive Officers
- SAROC Constitution review workshops
- Limestone Coast CEOs bimonthly meeting
- Audit and Risk Committee Meeting
- Staff Team Meetings – Policy reviews, updates and Strategic Plannin.
- RDALC meetings with Lauren Oxlade
- Meeting with PIRSA, Forestry and Landscape Board Representatives
- Meeting with Timberlink
- SAROC meeting
- Mayors on-line meetings
- CEOs online meeting
- Roads and SLRP meetings to establish criteria and committee directions
- Regional Growth Strategy Workshops and Surveys
- Sporting Academy Oversight and Contract Reviews
- Regional LGA Counterparts online meeting
- Running a Strategic Planning Workshop 1 with CEOs and Mayors on 22nd of March 2024. A follow up workshop will be held on Friday 19th of April with LCLGA Mayors and CEOs
- Meeting with Peter Gandolfie regarding the Education Site redevelopment
- Reviewed and implemented changes to LCLGA phone systems to reduce costs
- Health Q consultants workshop on March 22nd, 2024 for the LCLGA Board
- Drought project with RDALC was published on Tenders SA
- Smartie Grant Operational
- Drafted updated 2024/2025 Budgets with LCLGA Team
- MRF Return Brief Received and reviewed from Marsden and Jacobs

11.3 DESTINATION DEVELOPMENT

Committee: Board Meeting

Meeting Date: 19 April 2024

Author: Kate Napper, Destination Development Manager

Authoriser: Adrian Maywald, LCLGA Executive Officer

Strategic Reference: LCLGA Strategic Plan: Building A Stronger Economy
Goal – Value of tourism to the region continues to increase

Destination Development Strategy 2025 strategic initiatives

Priority Area 1: Marketing

Priority Area 2: Visitor Servicing

Priority Area 3: Events

Priority Area 4: Experience Development

Priority Area 6: Governance + Collaboration

Priority Area 7: Industry Capability

Priority Area 8: Promote the Value of Tourism

Budget Impact: Nil

Risk Assessment: Not Required

Recommendation

1. That the Report be received and noted by the LCLGA Board.

Moved:

Seconded:

Purpose: Project update in accordance with the initiatives and actions set out in the Destination Development Strategy.

General project updates are as follows.

- South Australian Tourism Commission (SATC) Regional Tourism Review continues with further consultation session held 8 March with Destination Development Manager and Colin Byles in attendance.
- Limestone Coast Tourism Management Group convened on 22 February online with meeting placeholders circulated to the end of 2024. Met with new members individually to provide background on project strategy and focus areas.

Updates specific to project initiatives and plan as follows.

Priority Area 1: Marketing

- Regional digital marketing activities (social media, blogging, e-newsletter) continue as per the destination development strategic priorities. The Limestone Coast maintains the fourth highest number of posts on the SATC's Instagram channel (@southaustralia) compared to all other SA regions, which is a massive overall shift in positive promotion for the Limestone Coast region, reinforcing the value of our regional marketing to influence state-led promotions. Destination website (Visitlimestonecoast.com.au) generated over 1200 Australian Tourism Data Warehouse leads back Limestone Coast businesses in the January to March period and 40% jump in visitors to the site. Refer to Appendix A, Digital Marketing Report (January-March 2024), and Appendix B, Destination Website Insights (January-March 2024), for complete insights.

Priority Area 2: Visitor Servicing

- Managed content revisions, including applying Council feedback, for the forthcoming 2024 Edition of the Limestone Coast Visitor Guide. The new publication will be available for distribution mid-April.
- Coordinated tourism familiarisation or learning tour on 19 February with local tourism operators and visitor servicing teams becoming tourists for a day, exploring some of our regional offerings including highlights of Walk the Limestone Coast's Taste the Aussie Camino Tour and a preview of the new accommodation offering at Kilsby Sinkhole. Will continue to host family opportunities to strengthen regional tourism product knowledge and foster industry collaboration and development among businesses.

Priority Area 3: Events

- Ongoing engagement with regional events considering applications to SATC's Regional Event Fund Program.
- Facilitated roll out of the AFL Gather Round Regional Engagement Program in region with a total of 6 Limestone Coast activities registered as part of the Festival of Footy program.

Priority Area 4: Experience Development

- Limestone Coast Visitor Servicing Network (LCVSN) meeting hosted 19 March with majority of visitor servicing teams in attendance (online). Focus centred on ways to leverage regional marketing activities at a visitor servicing level plus general information sharing with updates on visitor guide production and abalone virus visitor messaging.
- Contributed further feedback on final draft of Coorong Visitor Experience Plan to National Parks & Wildlife SA.

Priority Area 6: Governance + Collaboration

- Attended City of Mount Gambier elected member briefing meeting on 5 March to provide updates on the Destination Development Program.
- Attended Mount Gambier Chamber of Commerce Ask Me Anything as a guest speaker on 21 February to share regional tourism updates and opportunities.

- Continue to provide regular updates and communication with industry via the Tourism Industry Network Facebook Group with posts reaching 640+ Limestone Coast members.
- Maintain regular communication with industry through bi-monthly Limestone Coast Tourism Industry Updates email newsletter with last edition circulated 15 February and next update planned for mid-April.
- Destination Development Manager represented Limestone Coast region at the 2024 Regional Tourism Organisation Forum and attended Destination Australia hosted by Tourism Australia to stay abreast of tourism forecasts and opportunities.

Priority Area 7: Industry Capability

- Engagement with industry regarding new Experience Development Program opportunity, designed to support local operators in developing and selling their latest new tour, accommodation, or experience idea. The first program round will support up to 20 operators and is available at no charge to the business.
- Attended Austrade Sustainable Tourism Toolkit 'Train the Trainer' workshop to understand how to help progress the rollout of the Sustainable Tourism Toolkit across Limestone Coast and ways to integrate actions into Limestone Coast Destination Development Strategy.

Priority Area 8: Promote the Value of Tourism

- The local hashtag #visitlimestonecoast has been promoted since November 2020 as a way to unify and collect social media stories across the Region and it has been used a total of 8,175 times since commencement, with a total of 579 individual uses this quarter.

Appendix A

Limestone Coast Digital Marketing Report (January-March 2024)



Visit Limestone Coast

Digital Marketing Report

January – March 2024

Social Media

Summary

- Overall, a very positive quarter for Limestone Coast Instagram and Facebook channels, with mixed results across most key metrics of post reach, community engagement, amplification, advocacy and community growth metrics – and record figures in some areas.
- January - March activity across the two accounts saw **117 posts** shared organically (non-paid) which **reached 397,203 people** – 11.38% up on the previous quarter (which was then the 4th highest reaching quarter ever) - making this the **3rd highest reaching quarter of all time**.
- A number of Limestone Coast Social Media posts were picked up and reshared by amplifier accounts, including SATC and other SA Media Channels. Whilst these re-posts didn't always tag back to the Limestone Coast social media accounts, the **re-shared posts were seen by a massive potential audience of almost 3.7 million people** (based on their collective community size and reach per post).
- It is important to note however, that as **SATC is now almost exclusively focusing on posting 'owned' material on its social channels (including Instagram)**, this means its sharing of UGC and/or owned material from SA Regional accounts is also occurring far less. This **also has implications on what Tourism Australia is sharing on its social media channels**, as their content is heavily influenced by SATC.
- Average engagement on posts by reach (people taking action on the posts when they saw them) was well above industry average. **Instagram was once again a whopping 9.03%** (industry benchmark is 4.35%) and **Facebook was 5.78%** (industry benchmark is 0.45%). Both increased on the previous quarter.
- Community size grew by a **3.09% on Instagram to 14,767 followers**, with growth over the last 12 months having exceeded the rate of the previous year. Facebook grew by **3.08% on Facebook to 5,916 fans** – which was more than the previous quarter, and also up on the same quarter last year.
- **Overall engagement remains steady**, reflecting a high level of community interest and relevance.
- It is again important to note that **SATC's Facebook page is no longer tagging regional Facebook pages**. This is at odds with Tourism Australia's approach (who do tag regional accounts and creators) - and severely limits any SA region's ability to extract social referral traffic from their page, and thus limits regions' ability to grow their own pages. **Both SATC and Tourism Australia also now appear to be limiting the number of links in posts**, focusing instead on entertainment and inspiration, as opposed to web leads.
- Having said this, **the Limestone Coast is still maintaining the 4th highest number of posts on the SATC's Instagram channel (@southaustralia) this Financial Year - as compared to all other SA regions** (behind Fleurieu Peninsula, Eyre Peninsula and Flinders Ranges & Outback). This continues to demonstrate the massive overall shift in positive promotion for the region over the last couple of years by SATC, having moved from almost nothing. It also continues to demonstrate the importance of consistently sourcing and sharing strong, powerful visuals that align to SATC's brand.
- The hashtag **#visitlimestonecoast** has been promoted since November 2020 as a way to unify and collect social media stories across the Region and it has been used a total of **8,175 times since commencement**, with a total of **579 individual uses this quarter**.

- **On Facebook, the fanbase is mostly women aged 25 – 54** living in Adelaide, Mount Gambier, Melbourne, Millicent, Naracoorte and Sydney.
- **On Instagram, the fanbase is mostly women aged 25 – 44** living in Adelaide, Melbourne, Sydney, Mount Gambier, Brisbane and Perth.
- **The top performing posts, across both platforms for reach and engagement were similar** on each platform, with a couple of notable variations.
- **On Facebook, the top performers were:** Millicent Swimming Lake, Port MacDonnell aerial, Salmon Hole Beach, The Big Lobster, Mullinger Swamp at Kybybolite, Little Blue Lake and Stars over Cape Dombey Obelisk in Robe.
- **On Instagram the top performers were:** Salmon Hole Beach, Nora Creina, Port MacDonnell aerial, Nora Creina (Reel), Beachport Rockpools, Naracoorte Caves NP and Southend Tourist Park (Reel).

Key Insights

- Posts continued to feature visually impactful content and stories that supported key messaging in order to 1) plant seeds for future travel and 2) drive bookings and 3) drive dispersal
- **Regional Focus:** Posts are shared of key experiences and businesses across the 7 council regions, in key theme areas of events, outdoor and nature, national parks, food and wine, coastal, accommodation, arts, heritage and culture.
- **Seasonal Weather:** Responsive, weather-driven content also remained important, with the need to stay adaptable and flexible to current conditions a constant focus.
- **Summer Focus:** Daylight savings, glorious sunny weather, beaches and coastline, seasonal changes in nature and flora (eg. Blue Lake at its bluest, leafy green glades and gardens), underground sinkholes and caves (consistent temperatures year-round), al-fresco dining with a view, crisp ales, spirits and white wine, coastal walks and hikes, marine life, water-based experiences, coastal accommodation, scenic drives (coastal), national parks (coastal), camping/glamping and campfires, events family activities (especially around Summer school holidays).
- **Autumn Focus:** Last of long, warm days and transition to cooler weather, seasonal changes (eg. autumn leaves, Blue Lake turns steel grey etc), making the most of the last sunny days at the beach, walks and hikes in nature (incl. forests), crisper mornings and cool evenings, stunning and colourful walks and drives, vintage in the wine regions, wineries and cellar doors, transition to comfort food and drink, cosy accommodation, National and Conservation Parks, camping season, events and family activities (particularly around school holidays and Easter Long Weekend).
- **Events coverage:** Summer School Holiday Events, Taste the Limestone Coast Festival, Mountain Path Meadows Yoga Retreats, Coonawarra Fringe, Beachport Crayfish Festival, Adelaide Festival at Walkway Gallery (Harbingers: Care or Catastrophe), South East Beer and BBQ Fest, Beachport Easter Market Day, The Penola Cup, AFL Gather Round associated events in Coonawarra Wine Region, other individual winery events, among others.
- **Promotion of the Limestone Coast Tourism EDM** (focus on driving subscriptions) also occurred during the period, with the aim of driving new consumer subscriptions.
- **Blog Coverage:** strategically timed blog articles from the Limestone Coast website were shared on the Facebook newsfeed and Instagram bio section, e.g. Best Beaches in the LC, Best Playgrounds in the LC Lunch Spots With a View, Sinkhole and Swimming Hotspots of the LC, Ultimate Seafood Experiences in the LC, Fishing in the LC, Roadtrips for Young Families in the LC, How to Beat the Heat Beyond the Beach, On

Tour with your Teens/Tweens, Craft Beer and Spirits in the LC, Best Bakeries in the LC, Wine Regions of the LC, Devouring the LC.

- **Amplification:** Content from the Visit Limestone Coast social channels was shared by a number of major influencers and local media channels. These included South Australia (SATC), Glam Adelaide, and South Australian Beaches and Adelady. Whilst they occasionally didn't tag the Limestone Coast social media accounts, the coverage of the region to new audiences is almost **3.7 million people** when looking at their combined community sizes.
- **Results continue to be solid on both channels**, indicating that the content is very much resonating with our core audience and that community sentiment is overwhelmingly positive.
- **On Facebook, engagement was at roughly the same high level** as the previous quarter.
- **On Instagram, engagement increased once again this quarter (off the back of a record last quarter)** - making this period the highest quarterly engagement figures since 2021, and the 2nd highest ever.
- **On Facebook, reach was up by a whopping 58% on the last quarter (which was the 2nd highest ever)** - making this quarter **by far the highest reaching quarter of all time**. This bucks the overall trend for most other brands on Facebook at present.
- **On Instagram, reach was down on the last quarter** - which is no surprise, given last quarter was the 3rd highest quarterly reach since records began.
- **On Facebook, fanbase increased by 3.08% in the last quarter**, which is up on the previous quarter - and also up on the same quarter last year. This again bucks the trend for most brands on the platform, given the current challenges in growing organically on the network.
- **On Instagram, followers grew by 3.09% in the last quarter** – the rate of growth was slightly down on last quarter, however **the last 12 months have still represented the strongest period of growth since the account opened in 2020-21**, which is an incredible achievement, given recent algorithm changes.
- **The limited number of posts per week** means there isn't the ability to feature all council areas each month (due to having a limited content schedule per week). Given the more limited window to reach people, we must ensure that the strongest possible content is being posted in order to generate maximum reach and cut-through with the limited budget available.
- **The Facebook and Instagram algorithms continue to shift in favour of video content (particularly Reels)**, and are currently skewed towards **rewarding original content that hasn't been shared previously**. Sourcing original footage from other creators (and making something new) takes significantly more time, as opposed to simple image/video optimisation.
- **Search and discovery has also recently been impacted by Instagram's algorithm changes, making visibility of recently hashtagged content (eg. #visitlimestonecoast) more difficult to find** as the platform leans further into AI recommendations based on user activity (ie. serving up what it thinks users like, as opposed to allowing them to search chronologically around a specific hashtag). This means sourcing of material takes quite a lot longer, with less traditional means being applied in order to find, harvest and curate new user-generated content (UGC).
- **Recent shifts in the Facebook algorithm continue to negatively impact leads/referrals to websites**. We will continue to watch this space and adapt our approach, which will increasingly involve more short-form video on Facebook (eg. Reels) and/or imagery without links, given the platform is actively discouraging links (on videos specifically). Facebook referral traffic is therefore likely to remain more subdued than previously, as Meta's aim is to keep people on its platform (especially watching videos), with an increasing skew towards 'entertaining and inspiring' audiences, as opposed to being a news/information source (web leads). This further underlines the need for increased time and attention in managing the account to extract best benefits, particularly as it remains the region's only daily consumer voice.
- **Direct Messaging/Stories content is also seeing growth**, as users increasingly spend less time sharing and interacting with content on their main feeds, due to privacy concerns. This represents another significant

time challenge (and opportunity) in terms of content management/operations - with significant scope to expand, pending further budget allocations.

- An overall drop in organic reach and engagement has continued for most brands over the last year on both platforms as accounts adapt to these changes, as well as more paid ads cluttering the landscape. This means an investment in **social media resources (time and budget)** remains critical to achieving results.
- **Post level summary of council by council posts** can be viewed on the social media channels of [Facebook](#) and [Instagram](#).

Metric	# Posts	Reach	Community Size	Community Growth	Average Engagement Rate on Reach per Post
	<i>How many posts shared on the channel the quarter (excludes Stories)</i>	<i>Total number of people who saw a post over the quarter</i>	<i>How many people are following the Account at the quarter end.</i>	<i>% growth in followers since the previous quarter.</i>	<i>Of the people who saw a post, what % engaged with it (shared, reacted, saved it)</i>
Instagram	41	137,352 people	14,767	3.09%	9.03%
Facebook	76	259,851 people	5,916	3.08%	5.78%

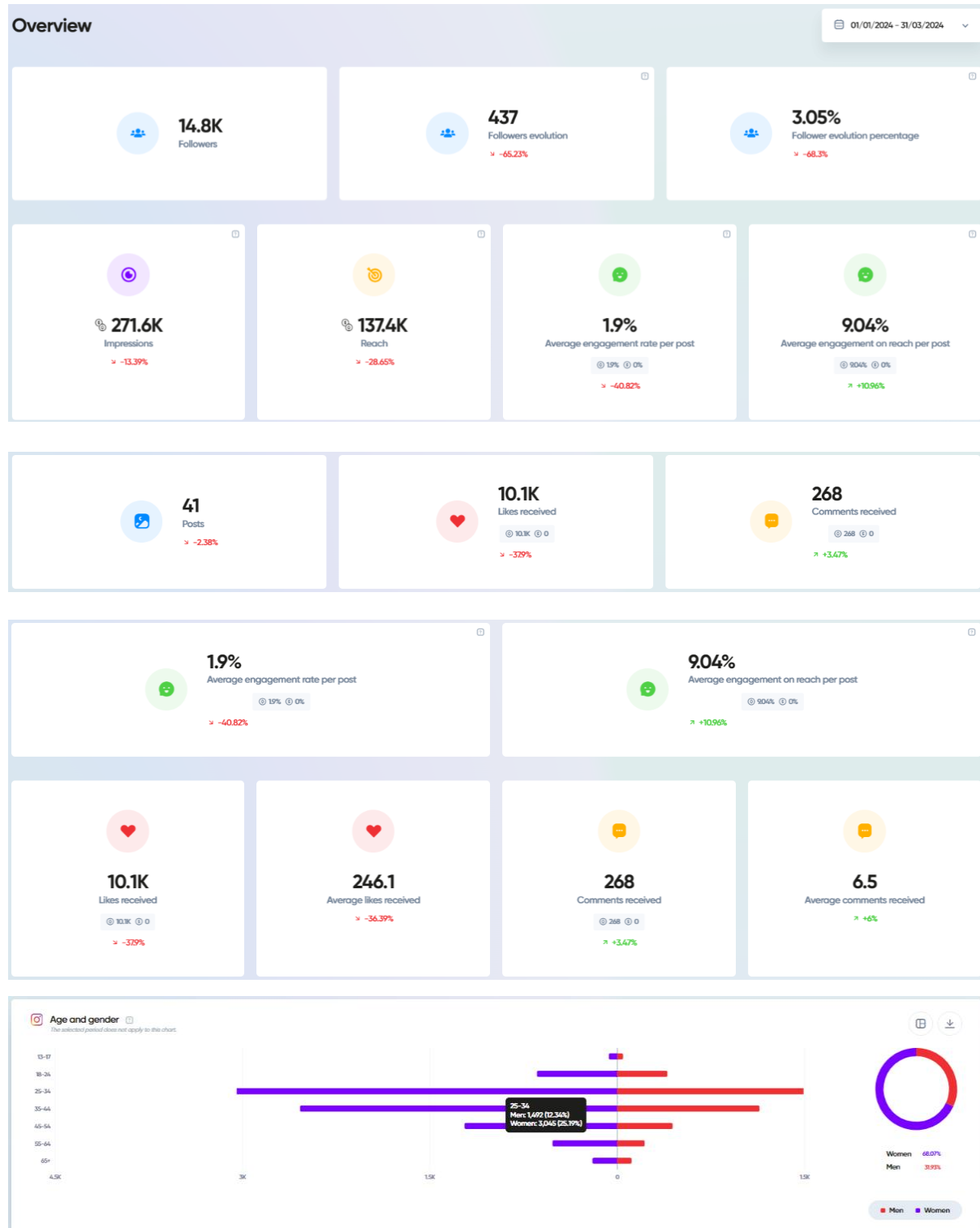
#visitlimestonecoast	Running Total: 8,175 uses	Almost 7.6% increase since the last quarter!
Key Themes for the Quarter	<p>Events – Summer School Holiday Events, Taste the Limestone Coast Festival, Mountain Path Meadows Yoga Retreats, Coonawarra Fringe, Beachport Crayfish Festival, Adelaide Festival at Walkway Gallery (Harbingers: Care or Catastrophe), South East Beer and BBQ Fest, Beachport Easter Market Day, The Penola Cup, AFL Gather Round associated events in Coonawarra Wine Region, other individual winery events, among others.</p> <p>Pushing website blogs and articles – Best Beaches in the LC, Best Playgrounds in the LC Lunch Spots With a View, Sinkhole and Swimming Hotspots of the LC, Ultimate Seafood Experiences in the LC, Fishing in the LC, Roadtrips for Young Families in the LC, How to Beat the Heat Beyond the Beach, On Tour with your Teens/Tweens, Craft Beer and Spirits in the LC, Best Bakeries in the LC, Wine Regions of the LC, Devouring the LC.</p> <p>Summer seasonal content – Daylight savings, glorious sunny weather, beaches and coastline, seasonal changes in nature and flora (eg. Blue Lake at its bluest, leafy green glades and gardens), underground sinkholes and caves (consistent temperatures year-round), al-fresco dining with a view, crisp ales, spirits and white wine, coastal walks and hikes, marine life, water-based experiences, coastal accommodation, scenic drives (coastal), national parks (coastal), camping/glamping and campfires, events family activities (especially around Summer school holidays).</p> <p>Autumn seasonal content – Last of long, warm days and transition to cooler weather, seasonal changes (eg. autumn leaves, Blue Lake turns steel grey etc), making the most of the last sunny days at the beach, walks and hikes in nature (incl. forests), crisper mornings and cool evenings, stunning and colourful walks and drives, vintage in the wine regions, wineries and cellar doors, transition to comfort food and drink, cosy accommodation, National and Conservation Parks, camping season, events and family activities (particularly around school holidays and Easter Long Weekend).</p> <p>Limestone Coast Tourism EDM (focus on driving subscriptions) was also a feature of the period.</p>	

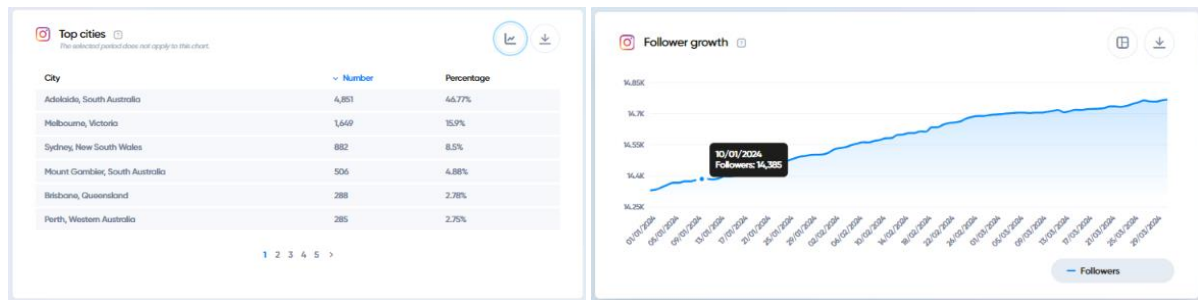
Social Media Amplification Coverage

Organisation	Channel	Community Size / Potential Reach	Post	Likes / Reactions / Views	Comments	Shares
SATC	IG	649,068	Little Blue Lake	5,257	67	N/A
SATC	FB	1,416,927	Little Blue Lake	1,300	483	101
Glam Adelaide	IG	124,766	Engelbrecht Cave	N/A	N/A	N/A
Glam Adelaide	IG	124,766	Umpherston Sinkhole	N/A	N/A	N/A
Glam Adelaide	IG	124,766	Sunset in Robe	N/A	N/A	N/A
Glam Adelaide	IG	124,766	Naracoorte Caves NP	N/A	N/A	N/A
Glam Adelaide	IG	124,766	Port MacDonnell	N/A	N/A	N/A
Glam Adelaide	IG	124,766	Rockpools in Beachport	N/A	N/A	N/A
	IG	124,766	Nora Creina	N/A	N/A	N/A
Glam Adelaide	IG	124,766	Beachport Crayfish Festival	N/A	N/A	N/A
Glam Adelaide	IG	124,766	Little Blue Lake	N/A	N/A	N/A
Glam Adelaide	IG	124,766	Canunda National Park	N/A	N/A	N/A
Glam Adelaide	IG	124,766	Autumn, Leg of Mutton Lake	N/A	N/A	N/A
South Australian Beaches	IG	57,069	Port MacDonnell	471	4	N/A
South Australian Beaches	IG	57,069	Nora Creina	465	0	N/A
Adelady	IG	129,664	Umpherston Sinkhole	N/A	N/A	N/A
Total		3,682,223				

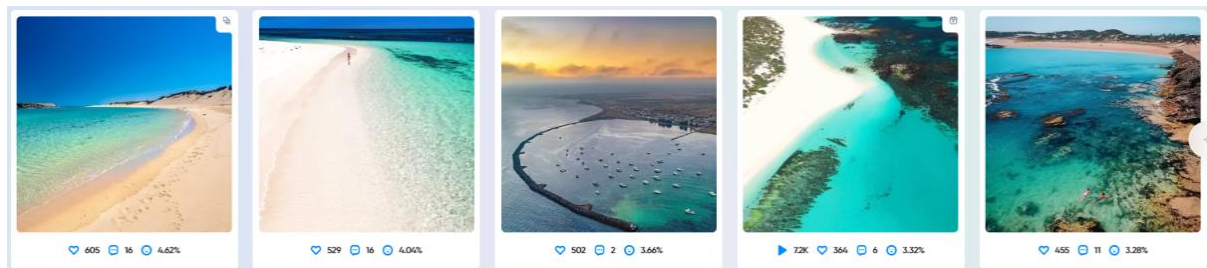
Instagram

January-March 2024 Overview

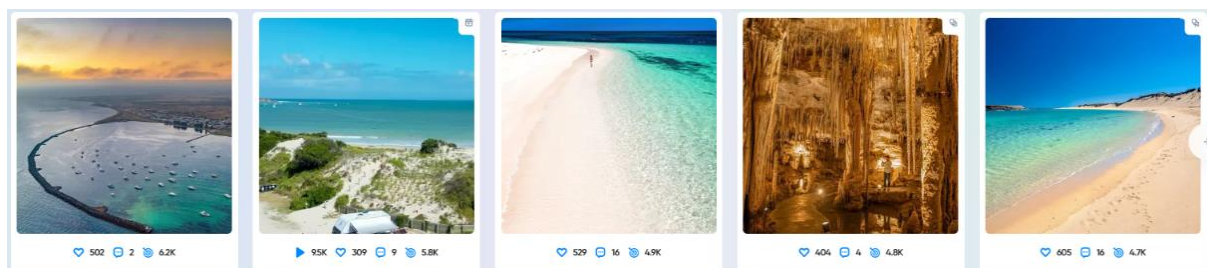




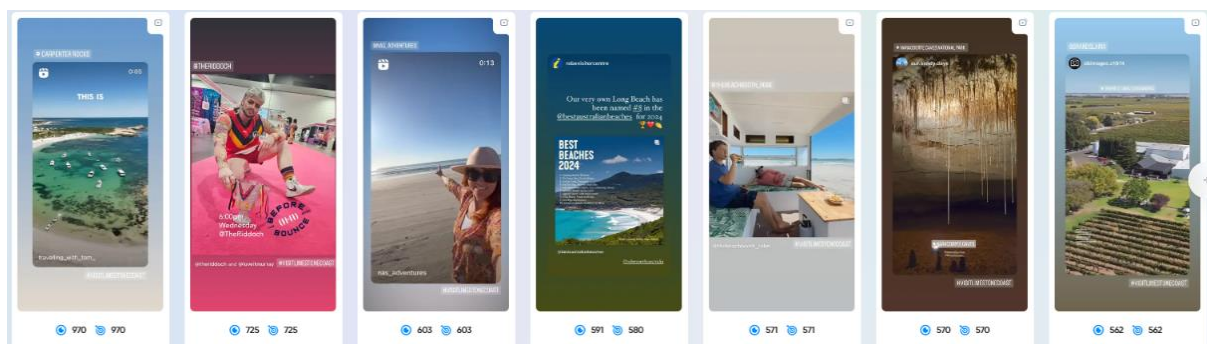
Top 5 Posts – Engagement



Top 5 Posts – Reach

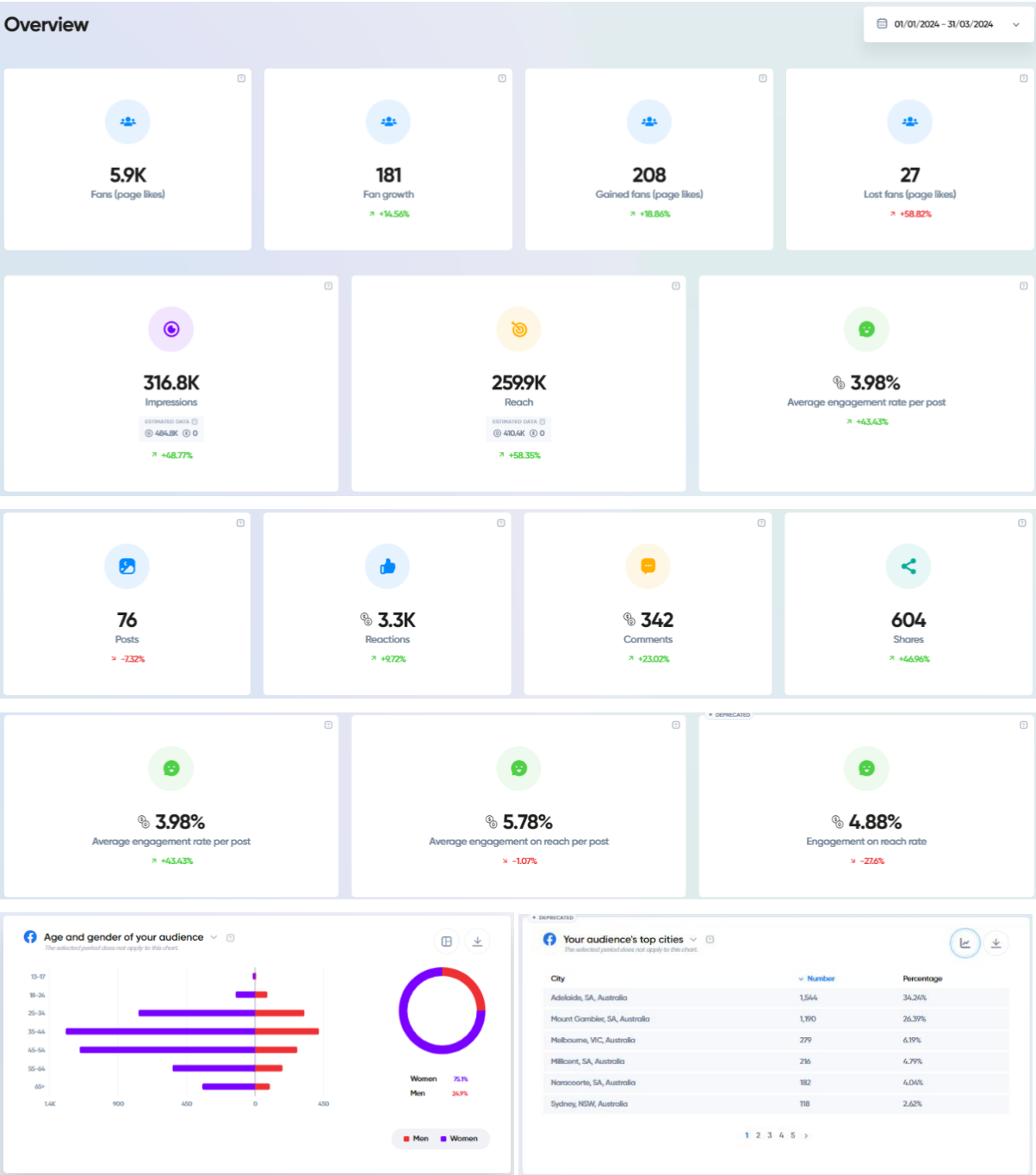


Stories - Top Frames - Impressions

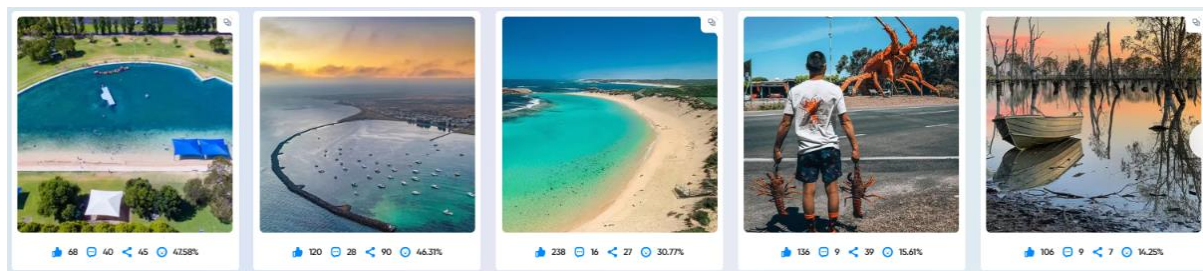


Facebook

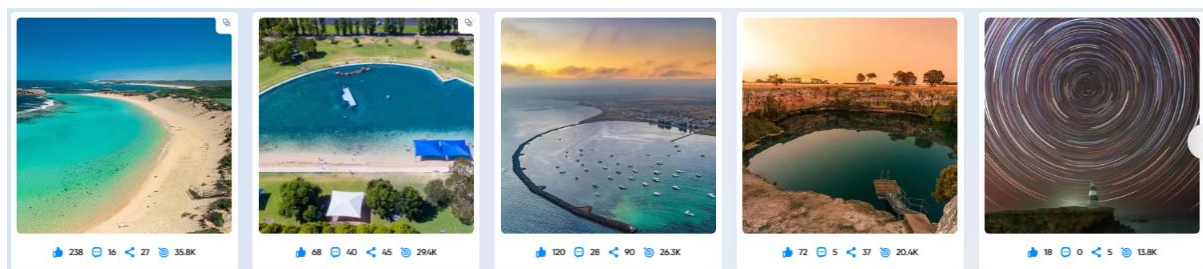
January-March 2024 Overview



Facebook Top 5 Posts – Engagement



Facebook Top 5 Posts – Reach



Forward Planning

April - June 2024

- Autumn and early winter focus, with seasonal content to match visible changes in the Limestone Coast and experiences on offer for visitors.
- Highlight relevant events such as Coonawarra Arts Festival, Beachport Easter Market Day, Tasting Australia, AFL Gather Round (road trip highlights and general festivities), Health, Harmony & Happiness Festival, Ghost Mushroom Lane, Coonawarra Cellar Dwellers, Coonawarra winery individual winery events (eg. Pizza Vino + Tunes at Raidis Estate), School Holiday Activities, among others.
- Autumn focus on the last of long, warm days and transition to cooler weather, seasonal changes (eg. autumn leaves, Blue Lake turns steel grey etc), making the most of the last sunny days at the beach, walks and hikes in nature (incl. forests), crisper mornings and cool evenings, stunning and colourful walks and drives, vintage in the wine regions, wineries and cellar doors, transition to comfort food and drink, cosy accommodation, National and Conservation Parks, camping season (with campfires), events and family activities (particularly around school holidays and Easter Long Weekend).
- Winter focus on misty mornings, rainy and stormy days, rich red wine, freshly brewed coffees, hearty/comfort food, cosy fireplaces, cosy accommodation, scenic/country drives and landscapes, rugged winter walks (nature and coastline), camping/glamping and campfires, underground sinkholes and caves (consistent temperatures year-round), forests and ghost mushrooms, arts and culture, events and family activities (particularly around Winter school holidays).
- There will be an additional focus on maximising visitor nights and expenditure throughout the region as a result of AFL Gather Round in early April.
- A decision has been made to temporarily disable to the Ultimate 4WD Guide to the LC on the website following reports of inappropriate behaviour on some coastal tracks over summer. The LCLGA team

are currently working with DEW and relevant councils to review collateral and realign the responsible 4WD use messaging across all communications channels.

- Promote the destination in line with the planning and booking elements of the travel booking cycle, which work in harmony with dreaming/inspiration - providing visually impactful content with supporting this messaging to drive travel to the region.
- Continue to highlight smaller towns across the Limestone Coast and what to see and do.
- Support any SATC and Tourism Australia campaigns and/or wider campaign activations through overall messaging.

Website Marketing

Revised Blogging + EDM Strategy, 2023-24

With a change of resourcing from 1 July 2023, the Limestone Coast Local Government Association (LGLCA) team are managing blog articles on www.visitlimestonecoast.com.au, updating the content updates on the destination website, and sharing quarterly consumer eNews.

LCLGA will also be working with the Limestone Coast's 7 Councils Tourism and Visitor Servicing teams to support research and website updates. The Tourism Collective team will continue to manage the social media accounts on a day-to-day basis.

Given the above, a Limestone Coast Destination Storytelling Framework was recently developed and supplied to support LCLGA and LC Councils on regular website updates across the 12 months to 30th June 2024, ensuring messaging is aligned to attracting more of the region's High Yielding Visitor Personas. Specifically, the Framework supports LCLGA and Councils to:

- Proactively plan ahead for key seasonal and in-region events, to ensure relevant blog and itineraries are updated well ahead of time to support strong organic web traffic to www.visitlimestonecoast.com.au, be available LCLGA to share in the consumer eNews at the right time, and to be available for TTC team to share on LC social media channels.
- Proactively plan other content updates on www.visitlimestonecoast.com.au such as General Website Pages (eg Experiences, Towns, Itineraries) and Product Listings (via ATDW listings).
- Guide the sourcing and share new story ideas for social media, blogging and eNews for Storytelling Themes not included in the current DMP Storytelling Framework of - Sustainability, Wellness, First Nations and Agritourism, which also align with SATC Experience Focus areas

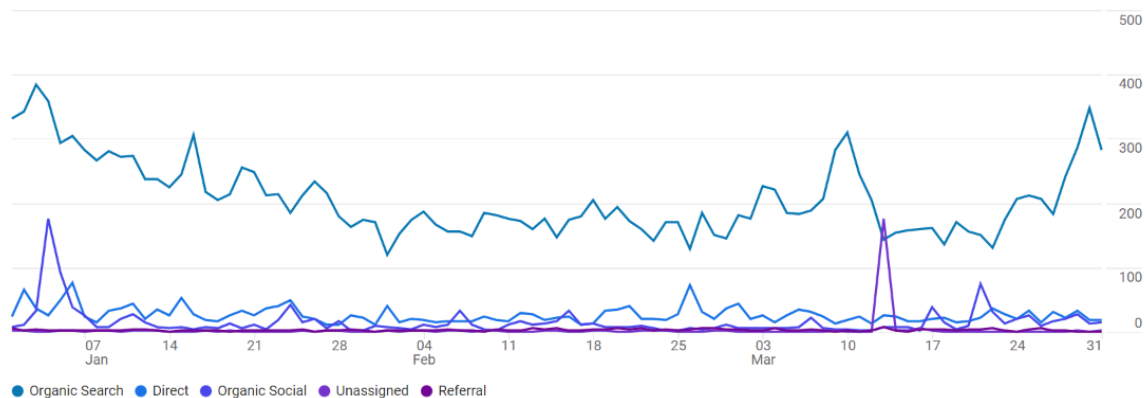
An additional benefit of the Storytelling Framework is it will support LCLGA and LC Councils to identify experience and storytelling gaps that currently exist in the destination.

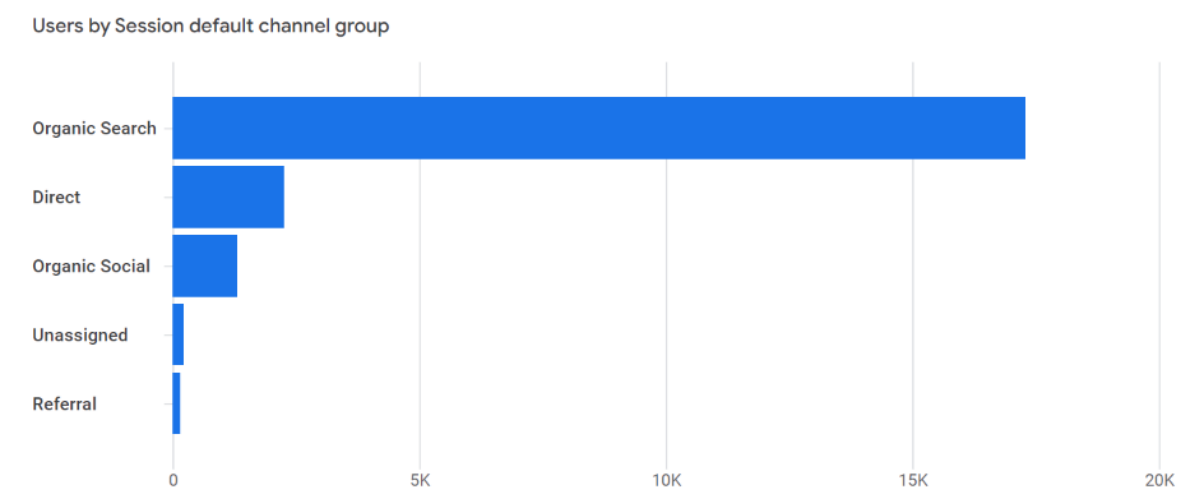
Social Media Website Referrals + Engagement Report

From January – March 2024, social media activity resulted in the following website referrals and engagement outcomes.

- **Around 5.4% of traffic to the website was driven by social media (slightly down on the previous quarter)** – with **organic search still strong at around 84% for the quarter** (slightly up on the previous quarter), reinforcing the website's growth in search engine visibility and discovery.
- This continues to demonstrate that the social and content/SEO strategies are continuing to work in synergy, and again underscores the importance of using both tactics/channels in the overall marketing mix.
- **Total Facebook Referrals (sessions) were slightly down on the previous quarter** – 1,087 in total, with the channel driving around 90% of total social media traffic to the website. Instagram traffic was also slightly up with a total of 49 sessions.
- **Recent shifts in the Facebook algorithm have started negatively impacting the number of leads/referrals to websites.** As such, Facebook referral traffic is likely to remain a little more subdued than previously, as Meta's aim is to keep people on its platform (especially watching videos), with an increasing skew towards 'entertaining and inspiring' audiences, as opposed to being a news/information source (web leads).
- While Instagram Stories (along with the new allowance for five bio links on the profile page) do present opportunities to generate further web traffic, they are extremely time-consuming - thus further investment would be required to drive more traffic from the platform.

Users by Session default channel group over time





A breakdown of user sessions on the website that were driven by organic Facebook activity from January to March 2024 is detailed in the chart below.

organic social					
Session default channel group			Session source		
			↓ Users	Sessions	Engaged sessions
			1,316	1,481	615
			6.17% of total	5.35% of total	3.6% of total
1	Organic Social	Facebook	1,000	1,150	539
2	Organic Social	m.facebook.com	244	248	33
3	Organic Social	Instagram	41	43	20
4	Organic Social	l.facebook.com	16	22	15
5	Organic Social	lm.facebook.com	9	10	6
6	Organic Social	instagram.com	7	7	2
7	Organic Social	facebook.com	1	1	0
8	Organic Social	l.instagram.com	1	1	1

An overview of the landing pages which saw the most organic Facebook sessions from January to March 2024 is detailed in the chart below.

Landing page		First user source / medium	×	↓ Sessions	Users	New users
				1,367 4.94% of total	1,250 5.86% of total	1,226 5.85% of total
1	/events/inflatable-obstacle-course-at-millicent-swimming-lake	Facebook / Organic Social		253	236	234
2	/blog/best-beaches-in-the-limestone-coast	Facebook / Organic Social		153	138	136
3	/blog/best-playgrounds-in-the-limestone-coast	Facebook / Organic Social		148	143	142
4	/events/beachport-easter-market-day	Facebook / Organic Social		65	63	60
5	/listings/destination-information/port-macdonnell	m.facebook.com / referral		38	38	38
6	/listings/destination-information/kybybolite	Facebook / Organic Social		31	30	29
7	/events/yoga-retreat-march-8-10-2024	Facebook / Organic Social		30	30	29
8	/listings/destination-information/port-macdonnell	Facebook / Organic Social		29	28	28
9	/events/inflatable-obstacle-course-at-millicent-swimming-lake	m.facebook.com / referral		27	27	27
10	/events/taste-the-limestone-coast-festival	Facebook / Organic Social		24	22	21
11	/events/south-east-beer-bbq-fest	Facebook / Organic Social		21	20	19
12	/blog/best-beaches-in-the-limestone-coast	Facebook / Social		16	7	2
13	/listings/attraction/larry-the-big-lobster	m.facebook.com / referral		16	16	16
14	/blog/best-lunch-spots-with-a-view	Facebook / Organic Social		15	15	15
15	/events/coonawarra-fringe	Facebook / Organic Social		15	14	14
16	/listings/attraction/larry-the-big-lobster	Facebook / Organic Social		15	15	15
17	/subscribe	m.facebook.com / referral		14	14	14
18	(not set)	Facebook / Organic Social		13	9	0
19	/listings/attraction/kilsby-sinkhole	Facebook / Organic Social		13	12	12
20	/townships/beachport	Facebook / Organic Social		13	11	11
21	/events/beachport-easter-market-day	m.facebook.com / referral		12	12	12
22	/listings/attraction/blue-lake-warwar	Facebook / Organic Social		12	11	10
23	/listings/attraction/little-blue-lake	Facebook / Organic Social		12	12	11
24	/listings/attraction/tantanoola-caves	Facebook / Organic Social		12	12	12
25	/blog/sinkhole-and-swimming-hotspots-of-the-limestone-coast	m.facebook.com / referral		11	11	11

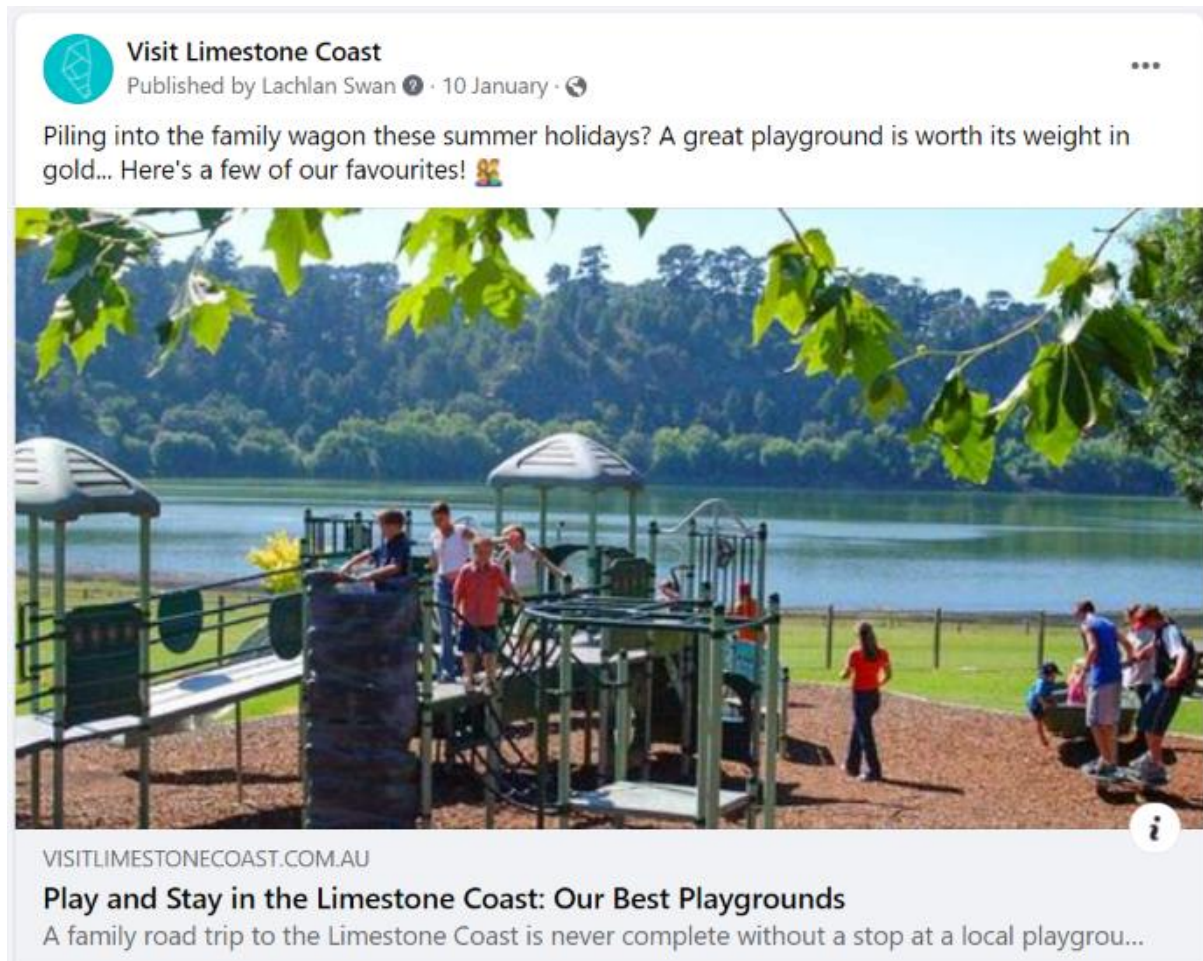
A full and comprehensive overview of overall Blog Engagement on the website from January to March is also outlined below:

Page path	Views	% of Total	User engagement
/blog/sinkhole-and-swimming-hotspots-of-the-limestone-coast/	2,907	18.26%	56:45:36
/blog/best-beaches-in-the-limestone-coast/	2,033	12.77%	31:45:56
/blog/fishing-in-the-limestone-coast/	2,009	12.62%	42:28:07
/blog/ultimate-seafood-experiences-in-the-limestone-coast/	1,485	9.33%	28:14:10
/blog/limestone-coast-wine-regions/	875	5.5%	12:10:00
/blog/pet-friendly-holidays-in-the-limestone-coast/	871	5.47%	16:37:09
/blog/best-scenic-drives-on-the-limestone-coast/	558	3.51%	10:19:01
/blog/ultimate-limestone-coast-roadtrip/	528	3.32%	08:57:59
/blog/craft-beer-and-spirits-in-the-limestone-coast/	495	3.11%	08:18:48
/blog/coffee-lovers-guide-to-the-limestone-coast/	432	2.71%	05:03:32
/blog/best-bakeries-in-the-limestone-coast/	423	2.66%	05:21:41
/blog/best-playgrounds-in-the-limestone-coast/	419	2.63%	03:25:10
/blog/best-short-walks-in-the-limestone-coast/	412	2.59%	06:54:23
/blog/best-lunch-spots-with-a-view/	316	1.98%	03:41:40
/blog/ultimate-4wd-guide-to-limestone-coast/	316	1.98%	06:20:59
/blog/beat-the-heat-beyond-the-beach/	273	1.71%	02:55:58
/blog/road-trips-for-young-families/	272	1.71%	04:30:03
/blog/devouring-the-limestone-coast/	257	1.61%	02:44:19
/blog/escape-to-luxury-on-the-limestone-coast/	173	1.09%	02:43:59
/blog/a-slice-of-italy-in-the-limestone-coast/	139	0.87%	01:30:53

1 - 20 / 36 < >

Facebook **Link-based** posts continue to be drivers of traffic to the site, despite **recent shifts in the Facebook algorithm negatively impacting leads/referrals to websites (refer to Key Insights for details)**. However, these are being shared a little more sparingly at present, given the need for balance between link-based and non-link-based content on the platform. Google search results and web traffic from social media still reflect the need for fresh new blog content to be written on an ongoing basis. Blogs play an important role in supporting social media content. Updates to blogs are currently being managed by the LCLGA team per the new Limestone Coast Destination Storytelling Framework.

An example of a recent Facebook Link-based post is highlighted below:



Appendix B
Visitlimestonecoast.org.au Destination Website Insights (January-March 2024)



Country ▾

Town/City ▾

Campaign (first user) ▾

Source/Medium (firs... ▾

Jan 1, 2024 - Mar 31, 2024 ▾

WEBSITE VISITORS

VISITORS

21,398

↑ 42.2%

SESSIONS

27,685

↑ 46.5%

PAGE VIEWS

46,634

↑ 64.2%

NEW VISITORS

20,968

↑ 41.5%

SESSIONS > 30s

27,685

↑ 46.5%

PAGES / SESSION

1.68

↑ 12.1%

ENGAGEMENT RATE

61.78%

↑ 9.3%

ATDW LISTING ENGAGEMENTS

CLICK ON TITLE

890

-

ADD TO PLANNER

96

-

VIEW MAP

217

-

ENGAGEMENTS

1,203

-

ATDW LEADS

WEBSITE

896

-

PHONE NUMBER

34

-

BOOK NOW

359

-

LEADS

1,289

-

FORMS COMPLETED

SUBSCRIBE (NAME/EMAIL)

41

↑ N/A

SUBSCRIBE (PREFERENCES)

24

↑ N/A

VISITOR GUIDE REQUEST

10

↑ N/A

VIC LISTING INTERACTIONS

WEBSITE

66

-

PHONE

2

-

EMAIL

-

-

ADDITIONAL TOOLS

ALPACA MAP (TOP)

22

-

PHONE (TOP)

31

↑ N/A

PDF DOWNLOADS

EVENT GUIDE PDF

42

↑ N/A

BUCKET LIST PDF

9

↑ N/A



NEW GOOGLE ANALYTICS 4. Comparisons shown are against previous year, unless otherwise indicated

Country ▾

Town/City ▾

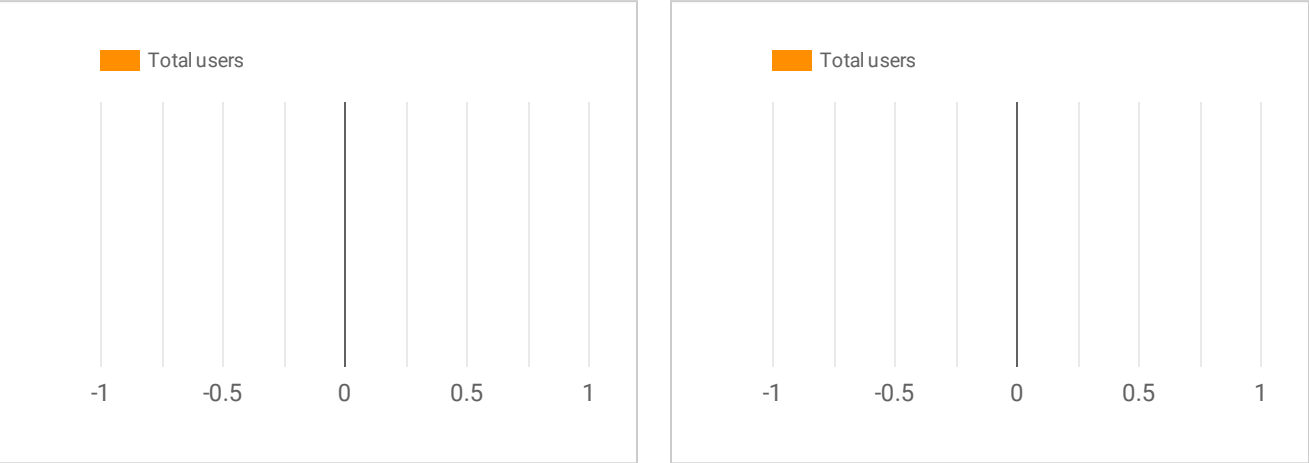
Campaign (first user) ▾

Source/Medium (firs... ▾

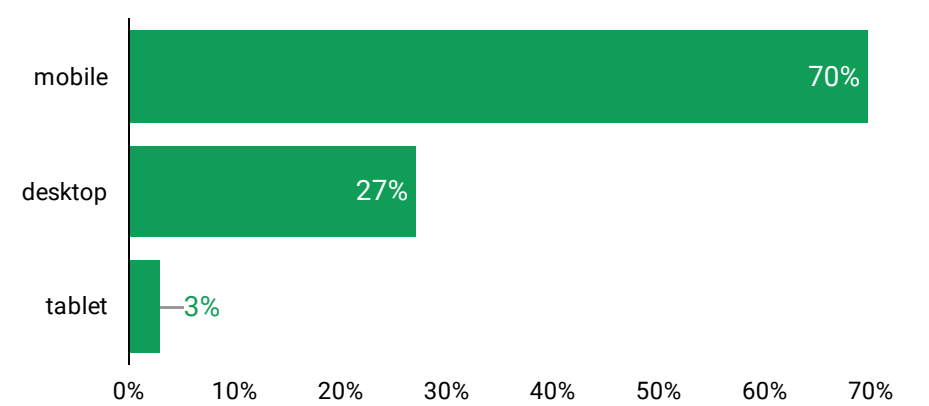
Jan 1, 2024 - Mar 31, 2024 ▾

DEMOGRAPHICS

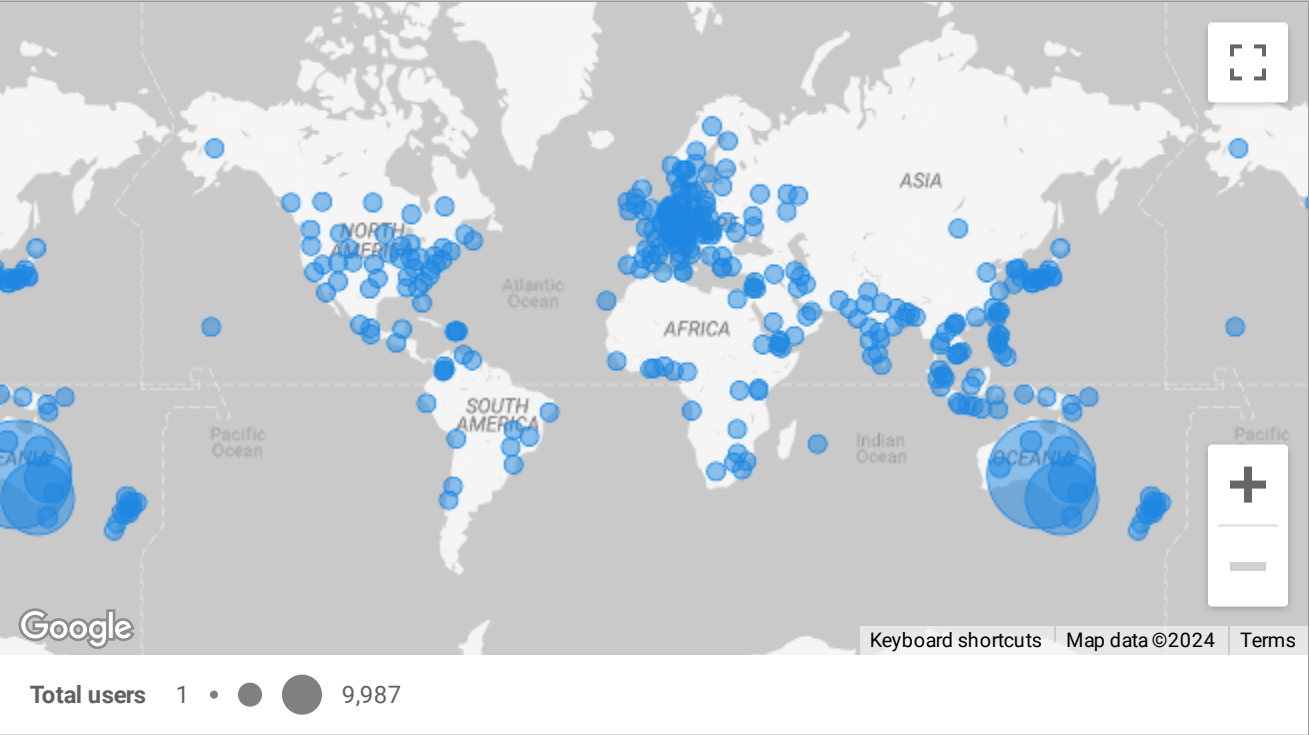
DATA WILL APPEAR AFTER GA4 LIFTS "THRESHOLD" LIMITS DUE TO LOW SAMPLE RATE



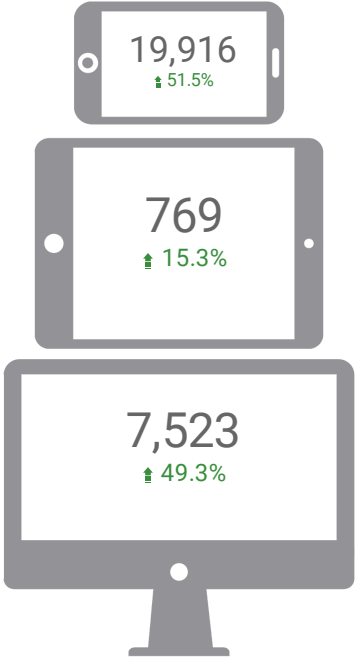
UNIQUE USERS by device



VISITOR REGIONS



NUMBER OF SESSIONS by device



Country ▾

Town/City ▾

Campaign (first user) ▾

Source/Medium (firs... ▾

Jan 1, 2024 - Mar 31, 2024 ▾

ENGAGEMENT: VIC LISTINGS

WEBSITE	Button / Event count					
66	VIC Center	Web	View Map	No Label	Phone	Grand total
-	Kingston	12	3	2	-	17
PHONE	Penola	14	-	-	-	14
2	Beachport	11	-	-	-	11
-	Bordertown	9	-	-	1	10
EMAIL	Millicent	7	-	-	-	7
-	Robe	7	-	-	-	7
-	Mount Gambier	4	-	-	-	4
MAP	Naracoorte	2	-	-	1	3
5	Grand total	66	3	2	2	73
-						

ENGAGEMENT: INTERNAL LINKS

Full page URL	Clicks ▾
visitlimestonecoast.com.au/townships/port-macdonnell/	2,620
visitlimestonecoast.com.au/blog/sinkhole-and-swimming-hotspots-of-the-limestone-coast/	2,154
visitlimestonecoast.com.au/blog/ultimate-seafood-experiences-in-the-limestone-coast/	1,817
visitlimestonecoast.com.au/	1,681
visitlimestonecoast.com.au/explore/events/	1,305
visitlimestonecoast.com.au/townships/robe/	1,278
visitlimestonecoast.com.au/townships/kingston-se/	1,120
1 - 100 / 2066 < >	

ENGAGEMENT: EXTERNAL LINKS

Click Url	Clicks ▾
http://robe.sa.gov.au/explore/attractions	113
https://www.facebook.com/profile.php?id=61553805733863	92
http://fivestarseafoods.com.au/	85
http://www.pipersofpenola.com.au/	64
http://www.sailsatrobe.com.au/	64
https://www.facebook.com/hookandharvest/	59
https://www.parks.sa.gov.au/parks/ewens-ponds-conservation-park/bo...	57
https://www.wattlerange.sa.gov.au/tourism/tourism/Towns/beachport/...	57
1 - 100 / 584 < >	

NEW GOOGLE ANALYTICS 4. Comparisons shown are against previous year, unless otherwise indicated

Country ▾

Town/City ▾

Campaign (first user) ▾

Source/Medium (firs... ▾

Jan 1, 2024 - Mar 31, 2024 ▾

TOP VISITED PAGES

Page path	Views ▾	Views	Engagement rate
/	7,599	16.3%	71.28%
/blog/sinkhole-and-swimming-hotspots-of-the-limestone-coast/	2,907	6.23%	61.62%
/townships/port-macdonnell/	2,668	5.72%	71.08%
/blog/best-beaches-in-the-limestone-coast/	2,033	4.36%	58.16%
/blog/fishing-in-the-limestone-coast/	2,009	4.31%	63.84%
/blog/ultimate-seafood-experiences-in-the-limestone-coast/	1,485	3.18%	68.09%
/listings/accommodation/	1,354	2.9%	89.16%
/explore/events/	1,052	2.26%	89.81%
/faq/where-are-the-best-fishing-spots-in-robe/	1,035	2.22%	75.86%
/townships/robe/	914	1.96%	78.43%
/blog/limestone-coast-wine-regions/	875	1.88%	62.26%
/blog/pet-friendly-holidays-in-the-limestone-coast/	871	1.87%	61.96%
/townships/kingston-se/	824	1.77%	74%
/townships/beachport/	812	1.74%	76.28%
/townships/penola/	672	1.44%	72.2%
/townships/mount-gambier/	644	1.38%	74.55%
/townships/millicent/	621	1.33%	76.64%
/blog/best-scenic-drives-on-the-limestone-coast/	558	1.2%	72.8%
/itineraries/	552	1.18%	92.54%
/listings/attraction/little-blue-lake/	540	1.18%	64.28%

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Country ▾

Town/City ▾

Campaign (first user) ▾

Source/Medium (firs... ▾

Jan 1, 2024 - Mar 31, 2024 ▾

BLOG ENGAGEMENT

Page path	Views ▾	% of Total	User engagement
/blog/sinkhole-and-swimming-hotspots-of-the-limestone-coast/	2,907	18.26%	56:45:36
/blog/best-beaches-in-the-limestone-coast/	2,033	12.77%	31:45:56
/blog/fishing-in-the-limestone-coast/	2,009	12.62%	42:28:07
/blog/ultimate-seafood-experiences-in-the-limestone-coast/	1,485	9.33%	28:14:10
/blog/limestone-coast-wine-regions/	875	5.5%	12:10:00
/blog/pet-friendly-holidays-in-the-limestone-coast/	871	5.47%	16:37:09
/blog/best-scenic-drives-on-the-limestone-coast/	558	3.51%	10:19:01
/blog/ultimate-limestone-coast-roadtrip/	528	3.32%	08:57:59
/blog/craft-beer-and-spirits-in-the-limestone-coast/	495	3.11%	08:18:48
/blog/coffee-lovers-guide-to-the-limestone-coast/	432	2.71%	05:03:32
/blog/best-bakeries-in-the-limestone-coast/	423	2.66%	05:21:41
/blog/best-playgrounds-in-the-limestone-coast/	419	2.63%	03:25:10
/blog/best-short-walks-in-the-limestone-coast/	412	2.59%	06:54:23
/blog/best-lunch-spots-with-a-view/	316	1.98%	03:41:40
/blog/ultimate-4wd-guide-to-limestone-coast/	316	1.98%	06:20:59
/blog/beat-the-heat-beyond-the-beach/	273	1.71%	02:55:58
/blog/road-trips-for-young-families/	272	1.71%	04:30:03
/blog/devouring-the-limestone-coast/	257	1.61%	02:44:19
/blog/escape-to-luxury-on-the-limestone-coast/	173	1.09%	02:43:59
/blog/a-slice-of-italy-in-the-limestone-coast/	120	0.87%	01:20:52

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NEW GOOGLE ANALYTICS 4. Comparisons shown are against previous year, unless otherwise indicated

Country ▾

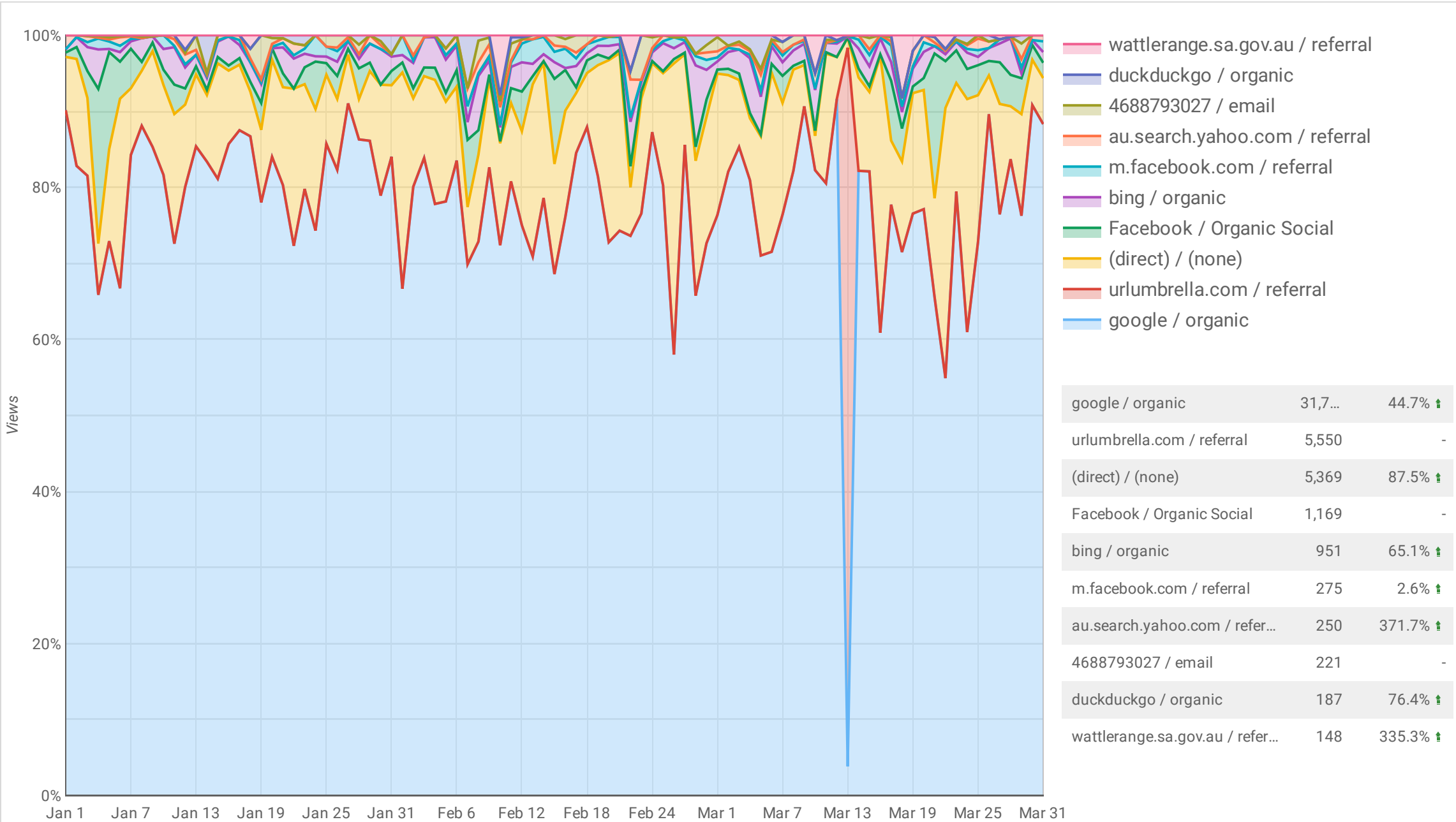
Town/City ▾

Campaign (first user) ▾

Source/Medium (firs... ▾

Jan 1, 2024 - Mar 31, 2024 ▾

IEWS, BY SOURCE/MEDIUM



NEW GOOGLE ANALYTICS 4. Comparisons shown are against previous year, unless otherwise indicated

Country ▾

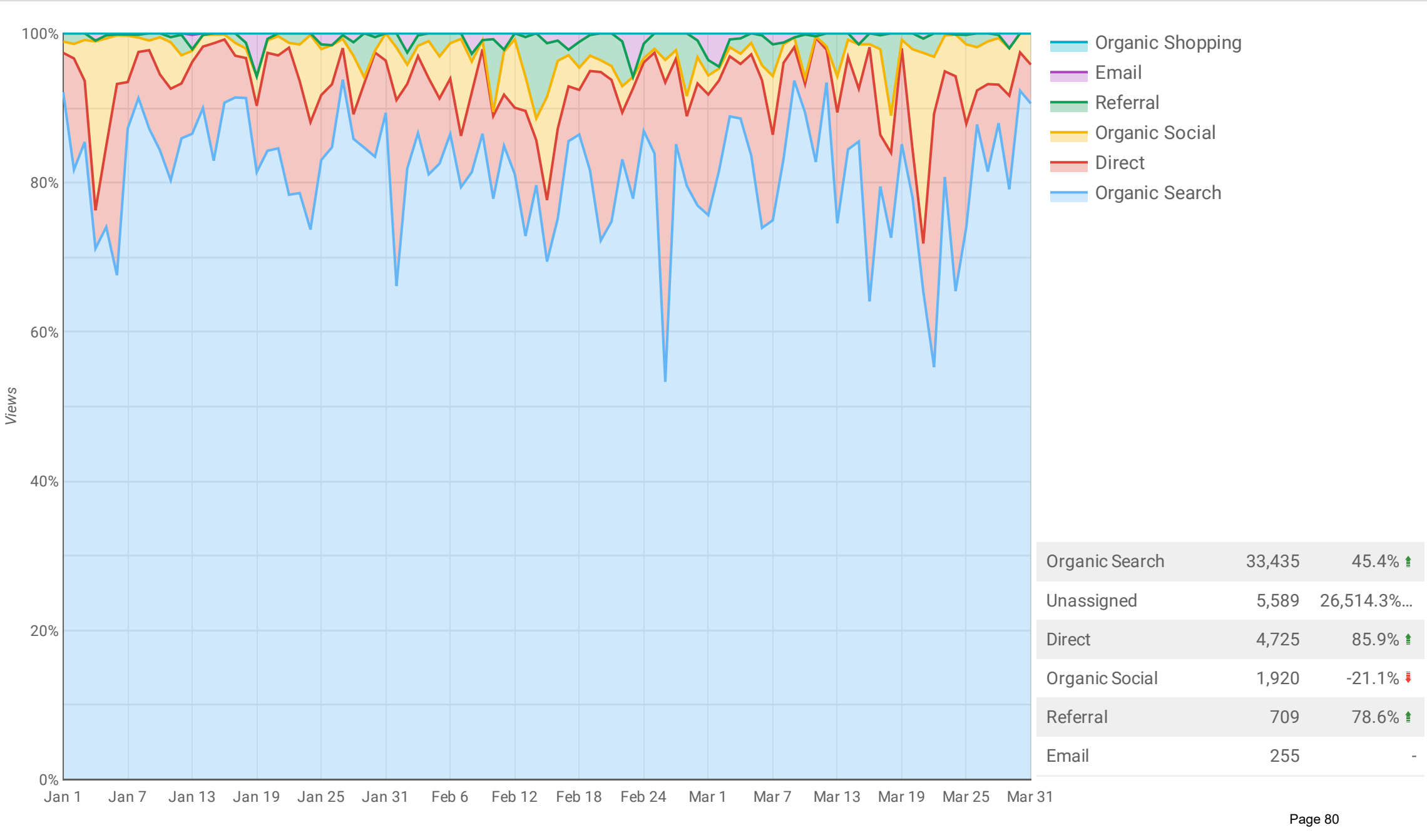
Town/City ▾

Campaign (first user) ▾

Source/Medium (firs... ▾

Jan 1, 2024 - Mar 31, 2024 ▾

IEWS, BY CHANNEL



NEW GOOGLE ANALYTICS 4. Comparisons shown are against previous year, unless otherwise indicated

Country ▾

Town/City ▾

Campaign (first user) ▾

Source/Medium (firs... ▾

Jan 1, 2024 - Mar 31, 2024 ▾

SEARCH TERMS USED, WHERE THE WEBSITE APPEARED IN GOOGLE SEARCH RESULTS

Search Terms Used	Impressions	% Δ	Clicks ▾	% Δ	Site CTR	% Δ
port macdonnell	15,208	1.0% ↑	929	44.5% ↑	6.11%	43.1% ↑
limestone coast	11,839	5.8% ↑	361	-7.0% ↓	3.05%	-12.1% ↓
penola	15,869	12.1% ↑	262	33.0% ↑	1.65%	18.6% ↑
beachport	20,395	22.3% ↑	154	161.0% ↑	0.76%	113.5% ↑
millicent	13,769	2.6% ↑	128	33.3% ↑	0.93%	29.9% ↑
robe fishing	594	-2.3% ↓	128	7.6% ↑	21.55%	10.1% ↑
kingston se	10,936	4.7% ↑	103	30.4% ↑	0.94%	24.5% ↑
little blue lake mount gambier	3,220	1,925.2% ↑	89	4,350.0% ↑	2.76%	119.7% ↑
little blue lake	11,582	1,866.4% ↑	81	-	0.7%	-
naracoorte	31,986	8,295.3% ↑	79	-	0.25%	-
robe south australia	15,489	-5.4% ↓	78	-36.1% ↓	0.5%	-32.4% ↓
fishing in robe	298	2.1% ↑	77	37.5% ↑	25.84%	34.7% ↑
keith sa	3,301	-18.1% ↓	77	-41.2% ↓	2.33%	-28.2% ↓
fishing robe	367	-14.8% ↓	72	-25.0% ↓	19.62%	-11.9% ↓
bordertown	12,218	5.7% ↑	72	33.3% ↑	0.59%	26.1% ↑
limestone coast wineries	237	-16.3% ↓	70	22.8% ↑	29.54%	46.6% ↑
robe sa	13,582	9.0% ↑	69	15.0% ↑	0.51%	5.5% ↑
keith	8,427	3.6% ↑	54	-38.6% ↓	0.64%	-40.8% ↓
keith south australia	1,589	-31.2% ↓	40	-56.5% ↓	2.52%	-36.8% ↓
kingston sa	3,989	1.5% ↑	39	-32.8% ↓	0.98%	-33.8% ↓

NEW GOOGLE ANALYTICS 4. Comparisons shown are against previous year, unless otherwise indicated

Country ▾

Town/City ▾

Campaign (first user) ▾

Source/Medium (firs... ▾

Jan 1, 2024 - Mar 31, 2024 ▾

TOP LANDING PAGES, WHEN VISITED FROM GOOGLE SEARCH

Landing Page	Impressions	% Δ	Clicks ▾	% Δ	URL CTR	% Δ
https://visitlimestonecoast.com.au/blog/sinkhole-and-swimming-hotspots-of-the-limest ...	44,108	262.5% ↑	1,758	314.6% ↑	4.0%	14.4% ↑
https://visitlimestonecoast.com.au/townships/port-macdonnell/	35,807	15.4% ↑	1,675	67.7% ↑	4.7%	45.3% ↑
https://visitlimestonecoast.com.au/blog/fishing-in-the-limestone-coast/	41,494	61.4% ↑	1,335	70.5% ↑	3.2%	5.6% ↑
https://visitlimestonecoast.com.au/blog/ultimate-seafood-experiences-in-the-limestone- ...	36,268	-	965	-	2.7%	-
https://visitlimestonecoast.com.au/blog/best-beaches-in-the-limestone-coast/	25,122	-15.5% ↓	933	-6.7% ↓	3.7%	10.4% ↑
https://visitlimestonecoast.com.au/faq/where-are-the-best-fishing-spots-in-robe/	10,401	26.9% ↑	871	-0.9% ↓	8.4%	-21.9% ↓
https://visitlimestonecoast.com.au/blog/limestone-coast-wine-regions/	16,228	41.5% ↑	640	62.0% ↑	3.9%	14.5% ↑
https://visitlimestonecoast.com.au/	23,425	-0.3% ↓	622	-5.9% ↓	2.7%	-5.6% ↓
https://visitlimestonecoast.com.au/blog/pet-friendly-holidays-in-the-limestone-coast/	23,767	16.0% ↑	605	8.6% ↑	2.5%	-6.4% ↓
https://visitlimestonecoast.com.au/townships/kingston-se/	42,214	13.0% ↑	454	14.1% ↑	1.1%	0.9% ↑
https://visitlimestonecoast.com.au/townships/penola/	28,672	19.5% ↑	443	54.9% ↑	1.5%	29.6% ↑
https://visitlimestonecoast.com.au/townships/robe/	70,054	25.3% ↑	376	-2.1% ↓	0.5%	-21.8% ↓
https://visitlimestonecoast.com.au/townships/keith/	25,662	2.1% ↑	346	-30.4% ↓	1.3%	-31.8% ↓
https://visitlimestonecoast.com.au/listings/attraction/little-blue-lake/	30,121	4,323.1% ↑	333	8,225.0% ↑	1.1%	88.2% ↑
https://visitlimestonecoast.com.au/townships/millicent/	26,386	6.7% ↑	329	47.5% ↑	1.2%	38.2% ↑
https://visitlimestonecoast.com.au/blog/craft-beer-and-spirits-in-the-limestone-coast/	17,524	166.0% ↑	328	129.4% ↑	1.9%	-13.8% ↓
https://visitlimestonecoast.com.au/townships/bordertown/	31,704	-5.3% ↓	319	45.0% ↑	1.0%	53.0% ↑
https://visitlimestonecoast.com.au/blog/best-bakeries-in-the-limestone-coast/	17,425	124.3% ↑	284	115.2% ↑	1.6%	-4.1% ↓
https://visitlimestonecoast.com.au/blog/coffee-lovers-guide-to-the-limestone-coast/	25,990	593.8% ↑	282	605.0% ↑	1.1%	1.6% ↑
https://visitlimestonecoast.com.au/townships/beachport/	38,266	20.8% ↑	280	75.0% ↑	0.7%	44.9% ↑

Country ▾

Town/City ▾

Campaign (first user) ▾

Source/Medium (firs... ▾

Jan 1, 2024 - Mar 31, 2024 ▾

TOP REFERRERS AND ENGAGEMENT

Medium	Source	Sessions ▾	% New Sessions	Engagement rate	Views/Session	Avg. session duration
organic	google	22,380	73.32%	63.4%	1.42	00:03:04
(none)	(direct)	3,061	71.09%	50.4%	1.75	00:03:04
Organic Social	Facebook	1,007	90.67%	44.4%	1.16	00:00:51
organic	bing	525	75.62%	75.4%	1.81	00:03:53
referral	m.facebook.com	245	99.18%	13.5%	1.12	00:00:22
referral	au.search.yahoo.com	153	74.51%	73.9%	1.63	00:03:10
email	4688793027	124	73.39%	70.2%	1.78	00:07:19
organic	duckduckgo	103	77.67%	65.0%	1.82	00:04:12
Social	Facebook	80	56.25%	52.5%	1.69	00:03:13
referral	visitgreatoceanroad.org.au	59	72.88%	72.9%	2.08	00:03:09
Organic Social	Instagram	39	100%	48.7%	1.62	00:01:12
organic	ecosia.org	36	66.67%	63.9%	1.42	00:03:39
referral	wattlerange.sa.gov.au	30	30%	66.7%	4.93	00:09:23
email	hs_email	27	100%	55.6%	1.11	00:01:43
referral	tourism.sa.gov.au	24	75%	79.2%	2.42	00:07:01
referral	l.facebook.com	22	68.18%	68.2%	1.82	00:03:39
organic	baidu	17	100%	0.0%	1	00:00:00
referral	crayfishfestival.com.au	16	87.5%	75.0%	1.38	00:01:21
referral	tourismcollective.com.au	13	30.77%	61.5%	1.54	00:03:31
organic	yahoo	10	00%	00.0%	1.0	00:00:51

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NEW GOOGLE ANALYTICS 4. Comparisons shown are against previous year, unless otherwise indicated

Country ▾

Town/City ▾

Campaign (first user) ▾

Source/Medium (firs... ▾

Jan 1, 2024 - Mar 31, 2024 ▾

ATDW LEADS BY LISTING

Listing Link or Button / Number of clicks							
ATDW Product Name	Website	Title	Planner	Phone	Mobile	Map	Grand total
105 On The Park	6	9	2	-	-	1	19
16Sunnyside	-	8	-	-	-	-	9
1910 Congregational Church	-	2	-	-	-	-	2
2A Globe Street	4	4	-	-	-	-	8
3 Mile Bend Campground – Beachport Conservation P...	6	10	-	-	-	1	18
36° South Coonawarra Vigneron’s Cup Day	4	3	-	-	-	-	7
40 Years of Kevin Bloody Wilson – International Dilligaf ...	2	4	-	-	-	-	8
A Coonawarra Experience Apartment	3	11	-	-	-	-	15
A Day on the Grass at Tantanoola	-	8	-	-	-	-	8
A Must at Coonawarra	2	26	1	-	-	-	32
A Place to call “Home” Mount Gambier	4	4	-	-	-	-	12
Abode Accommodations	6	3	-	-	-	1	15
Accommodation on Clezy	-	2	1	-	-	-	3
Accommodation on Lansell 2	4	5	-	-	-	-	9
Admella Discovery Trail	5	-	-	-	-	3	8
Agnes Cottage Bed and Breakfast	9	12	-	1	-	1	23
Air’s Cottage Penola	4	11	4	-	-	2	21
Alexander Cameron Suites	-	5	-	-	-	-	7
Aloha Central Luxury Accommodation	3	2	-	-	-	-	5
Grand total	896	890	96	34	5	217	Page 84 2,497

NEW GOOGLE ANALYTICS 4. Comparisons shown are against previous year, unless otherwise indicated

Country	Town/City	Campaign (first user)	Source/Medium (first user)	Jan 1, 2024 - Mar 31, 2024
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GENERAL MAILING CAMPAIGNS OVERVIEW

SENT

1,042

-

OPEN RATE

49.26%

↑ 14.3%

CTR

9.06%

↑ 6.9%

Campaign Title	Sent	Opens	Clicks	Bounces	Unsubscribed	CTR ▾	Open Rate
AFL Gather Round eDM 2024	300	826	108	10	1	10%	51.38%
Autumn 2024 eDM - All Interest Segments	441	359	83	7	2	8.76%	36.87%
Tourism Industry News Feb 2024	301	524	56	10	1	8.59%	65.64%

1 - 3 / 3

INDUSTRY COMPARISON

Campaign Title	Open Rate	CTR ▾	Ind. Open Rate	Ind. Avg. CTR
AFL Gather Round eDM 2024	51.38%	10%	18.04%	1.76%
Autumn 2024 eDM - All Interest Segments	36.87%	8.76%	18.04%	1.76%
Tourism Industry News Feb 2024	65.64%	8.59%	18.04%	1.76%

11.4 Connected and Active Communities

Committee: Board Meeting

Meeting Date: 19th April 2024

Author: Tony Elletson, Connected and Active Communities Officer

Authoriser: Adrian Maywald, LCLGA Executive Officer

Strategic Reference: LCLGA Strategic Plan – Building Sustainable Communities

Budget Impact: Nil

Risk Assessment: Not Required

Recommendation

1. That the Report be received and noted by the LCLGA Board.

Moved:

Seconded:

Purpose: Connected and Active Communities

To partner with community to establish and foster relationships that grow localised capacity to build and deliver impactful physical activity initiatives.

Connected and Active Communities

The Connected and Active Communities (CAC) program aims to partner with community to establish and foster relationships that grow localised capacity to build and deliver impactful physical activity initiatives.

The program will look to provide opportunities for those in our community with barriers to participation and maintain support to our clubs' organisations and associations to ensure sustainability.

The CAC officer has been working on the following;

- Project based around soccer and migrants. We are supporting Soccer in the Tatiara, with a focus on the migrant community's needs, by exploring ways in which the strengths of the community can be leveraged to create positive physical activity outcomes to establish active lives and connected communities. There are currently multiple forms of informal Soccer

participation occurring in the community. We have supported Senior Soccer with equipment and are currently working with Football SA on working together on already established junior programs.

- Tatiara Youth Group Leadership Program. This program, offered by the Connected and Active Communities Program in partnership with Tatiara District Council will offer selected candidates with the opportunity to become leaders and role models in the community. We will provide young people in the Tatiara region the opportunity to reach their full potential in their chosen sport and life by providing services such as advanced technical coaching in strength & conditioning, psychology, nutrition & hydration, leadership, life skills, mentoring and personal development sessions.
The initial candidates have been selected and are in the process of being inducted and will start their first sessions this month.
- We have surveyed clubs across the region to determine their needs for training and education. We have finalised a comprehensive training calendar that suits the demands of clubs. These courses will be delivered by experts approved by the Office for Recreation, Sport and Racing to ensure the highest quality for our clubs. Topics covered will be Grant Readiness and Grant Writing, Strategic Planning, Governance and Risk Management, Taxation and Insurance support, RSA and Food Service Safety, Inclusion and Child Safe Officer training. These workshops will be provided free of charge to clubs.
- We have partnered with Department of Child Protection and are in the early phase of running a project that will provide children at risk with opportunities to participate and benefit from sport they choose to be involved in. Children and Sports have been selected; we are now just awaiting the go ahead from Department of Child Protection.
- Worked with City of Mount Gambier on the Before the Bounce initiative. The CAC Officer was the host of a Q&A session with AFLW superstar Erin Phillips.
- Finalised an Inclusive Uniform Policy with Mid SE Netball Association that we will hopefully use in other competitions. Allowing more participation and a welcoming environment for all participants. The ABC did a story on the Policy, which was heard Nationwide, collecting more than 500,000 interactions on social media and radio.
- Working with a young community member and council on a bike track in the DC Grant area. This is hoping to be continued with more funding opportunities and upgrades.

- The Federal Government's \$200 million Play Our Way funding program has opened. This funding is off the back of the FIFA Women's World Cup and is separate to Australian Sports Commission's 'Play Well' funding program. This program is open to local governments and is for facilities specifically for women and girls and Participation programs and equipment specifically for women and girls. You can find more information at [Play Our Way program | Australian Government Department of Health and Aged Care](#) The CAC Officer will be able to support clubs and councils in applications for this grant.
- The CAC Officer has worked with multiple clubs on the Power of Her Female Funding Program.
- The CAC Officer is also continuing to provide clubs with Governance and off field support, including, Constitution, Strategic Planning and Grant/Funding support.

11.5 Limestone Coast Regional Sporting Academy

Committee: Board Meeting

Meeting Date: 19th of April, 2024

Author: Rhiannon Zammit/Adrian Maywald, Limestone Coast Regional Sporting Academy Coordinator

Authoriser: Adrian Maywald, LCLGA EO

Strategic Reference: LCLGA Strategic Plan – Building Sustainable Communities

Budget Impact: Nil

Risk Assessment: Low

Recommendation

1. That the Report be noted and received by the LCLGA Board.

Moved:

Seconded:

Purpose:

The Limestone Coast Regional Sporting Academy provides a 12 month program to sub-elite athletes across the Limestone Coast that supports them to achieve elite pathways while residing in and benefiting from our expertise and resources.

Limestone Coast Regional Sporting Academy Bi-Monthly Update:

- We are in the early stages of assisting the Riverland to explore implement a Sporting Academy based upon the Limestone Coast Regional Sporting Academy.
- The Business Plan is continuing as reported at the February 2024 Board Meeting. The Business Case study is being undertaken by Tredwell Consulting and will be ready for review in the first half of 2024 at an LCLGA Board Meeting.
- Uniform Distribution: We should have uniforms arrive shortly to be dispersed to Mayors for presentations/pick up from respective Councils.
- LGA Regional Funding Grant has been updated for the \$20,000. Being spent on the Business Case Study. This grant will be acquitted prior to the end of June 2024.

- Educational session updates: First education session for the year, Sports Nutrition, was held on the 4th of March 2024. A fantastic turn out by 1st year to 5th year athletes and parents. The session was delivered by Sports Nutritionist Lauren Stribley, who works with Cricket Australia, SASI and other sporting codes. Our next education session on the 15th of April 2024, Sports Physiotherapy, is being delivered by Angela from Good Country Physiotherapy. Good Country Physiotherapy has 5 clinics around the Limestone Coast region.
- 5 x Olympian, Gold and Bronze medallist, Nat Cook OAM OLY, spent time with a small group of athletes, parents & coach on the 17th of March. Nat talked about her journey with school sport through to becoming an Olympian. Everyone walked away buzzing after hearing her speak.
- Our Inaugural AFLW Academy program is well under way, in partnership with the Glenelg Football Club. We are currently refining the program with Academy Coach, Fiona Young, and with the support of Rod Jamieson from the GFC.
- The Academy has seen some fantastic achievements by Academy Athletes in the first few months of the year. Our Track Cycling squad has seen representations at National level resulting in Gold, Silver and Bronze wins. Our Swimming squad have had representations at the State Long Course Championships. Our Hockey squad has had athletes representing at the Under 14 Zone Championships. Athletes from our Basketball squad represented the Limestone Coast region recently at the Adelaide Easter Classic Basketball Tournament.

12. LCLGA SUB COMMITTEE MINUTES

12.1 LCLGA Tourism Management Group Minutes – 22nd Feb 2024

12.2 Audit & Risk Committee Minutes – 21st March 2024



Limestone Coast
Local Government
Association

Limestone Coast Tourism Management Group Meeting

Minutes from meeting
Thursday 22 February 2024
10:00am – 11.00am
Online via Teams

1.0 Meeting Open 10.00am

1.1 Present

City of Mount Gambier (CoMG)	Amanda Stevens
Naracoorte Lucindale Council (NLC)	Josie Collins
Wattle Range Council (WRC)	Emma Clay
Robe District Council (RDC)	Camille Lehmann
Kingston District Council (KDC)	
District Council of Grant (DCG)	Rebecca Perkin
Tatiara District Council (TDC)	Kelly Hutchinson
Limestone Coast Local Government Association (LCLGA)	Kate Napper Emma Herring

1.2 Apologies

Adrian Maywald (LCLGA), Biddie Shearing (CoMG), Caroline Hill (WRC)

2.0 Previous Minutes and Table of Actions

Minutes accepted.

3.0 Destination Tourism and Marketing Plan (DMP)

- Digital Marketing Update (refer to Q2 report & Content & Storytelling Framework)
 - LCLGA discussed Q2 Digital Marketing Report (Oct-Dec 2023) with reference to Destination Storytelling Framework.
 - Digital Storytelling activities continuing to gain traction with Limestone Coast listed as the top performing region on Instagram in Jul-Dec 2023 SATC regional marketing report. Regional hashtag #visitlimestonecoast has had exponential growth with a 97% increase from previous quarter.
 - SA Media Gallery image upload process discussed. CoMG suggested it would be helpful to clarify the process of image submissions for all.

ACTION: LCLGA clarify the process of image submissions to SA Media Gallery for all.

- 2024 Visitor Guide Proofing
 - Discussion around next steps for proofing the official regional Visitor Guide with Councils to provide feedback by Tuesday 27 February.
 - CoMG will apply an environmental sustainability lens when reviewing content to educate visitors on protecting our natural assets—other Councils to also consider this when reviewing their sections.

ACTION: All parties to review visitor guide for accuracy and language relevancy.

- Regional tourism data requirements
 - Discussion around evolving data needs of the region and recent interest in transaction data by some parties.
 - NLC shared that Spendmapp approached their council and presented a demo and highlighted a Discovery Subscription at \$6,000p.a.
 - WRC advised their council were impressed with the ability of Spendmapp following a deputation by Coonawarra Vignerons seeking Spendmapp investment.
 - General interest in exploring Spendmapp as a collective however unsure if this would suit tourism data needs.
 - LCLGA suggested exploring what transaction data looks like through current data provider, Localis Analytics compared with Spendmapp plus consider going out to procurement to other providers.

ACTION: LCLGA to explore if Spendmapp services align with our regional tourism data needs and report findings to group.

- 4WD visitor compliance
 - LCLGA provided background on recent 4WD visitor compliance concerns on the coastal tracks between Beachport and Robe.
 - WRC is managing stakeholder consultation on this matter and will action an updated map pending approval from landholders.
- Cross border tourism activity
 - LCLGA pursuing cross border famil opportunity and combined visitor servicing meetings with cross-border allies.
- Upcoming events – Tourism Australia’s Destination Australia, TiCSA Tourism Conference
 - TiCSA Tourism Conference will be held 4-5 June and LCLGA will attend to represent the region.
 - LCLGA will represent Limestone Coast at Regional Tourism Organisation Forum and Tourism Australia’s Destination Australia event 12-13 March in Sydney and report back any key updates.

4.0 SATC Update

- Gather Round Regional Engagement Program
 - Underway and deadline for submissions has passed but there is still opportunity to apply. Reminder for Councils to register for Gather Round collateral to dress their visitor information outlets.
- Road Trips Campaign – Bakery Bags Activation
 - LCLGA reiterated that round 2 of bakery bags distribution will commence in Winter.
 - General feedback around the lead time for receiving SATC marketing updates with Councils seeking more time to amplify these activities where possible.

5.0 Support & Funding Opportunities

- Experience Nature Tourism Fund
 - Two Limestone Coast recipients received funding in Round 2 with Round 3 applications set to open in the 2024-25 financial year.
- Regional Events Funding Now Open

- LCLGA fielding enquiries and providing support to potential applicants.
- LCLGA has identified a demand for event planning resources to be made available at regional level to support event growth (event marketing plan templates, operational plans, evaluation templates etc). LCLGA is seeking to fill this gap by purchasing event templates that can be shared freely, noting that some Councils already provide community event planning resources.

ACTION: LCLGA to evaluate individual council event support resources and consider providing a regional toolkit to support tourism events.

5.0 Around the region – individual Council tourism updates and news (optional)

- No updates to note.

6.0 Upcoming meetings

- No feedback provided on upcoming meeting dates with calendar placeholders to be circulated for remainder of the year.
- Resolved to allow 1.5hours for online meetings.

Meeting Closed: 11.00am



Draft Minutes

Thursday 21st March 2024

3pm – 4pm

MEETING VIA TEAMS

LIMESTONE COAST LOCAL GOVERNMENT ASSOCIATION AUDIT AND RISK COMMITTEE MEETING

1. Present

Mayor Lynette Martin OAM	President LCLGA, Mayor, City of Mount Gambier
Mayor Des Noll OAM	Mayor, Wattle Range Council
Paul Duka	Director Corporate Services, Wattle Range Council
Adrian Maywald	Executive Officer, LCLGA
Vanessa McDonald	Contract Accountant

2. Apologies

Sarah Philpott	CEO, City of Mount Gambier
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3. Minutes of the Previous Meeting

It is recommended that the minutes of the Risk and Audit Committee meeting held on the 22nd of November 2023 be accepted as a true and correct record of the meeting.

Moved: Paul

Seconded: Des

CARRIED

4. Business

4.1 Budget Review 2

Recommendation

1. That the Limestone Coast Local Government Association Audit and Risk Committee receive the Budget Review 2 report as amended at the Audit and Risk Committee Meeting.

Moved: Des

Seconded: Paul

CARRIED

2. That the Limestone Coast Local Government Association Audit and Risk Committee recommend to the Limestone Coast Local Government Association Board that Budget Review 2 as presented and amended to

the Audit and Risk Committee meeting held on the 21st of March 2024 be adopted.

Moved: Paul

Seconded: Des

CARRIED

4.2 Draft Budget 1 for 2024/25

Recommendation

1. That the Limestone Coast Local Government Association Audit and Risk Committee receive the draft budget for 2024/2025 financial year.

Moved: Paul

Seconded: Lynette

CARRIED

2. That the Audit and Risk Committee acknowledge the current draft deficit budget of \$314 591 and recommend that consideration to the financial sustainability of the LCLGA at their Strategic Planning Day workshop on the 22/3/2024.

Moved: Paul

Seconded: Des

CARRIED

4.3 LCLGA Financial Delegations/Procurement Policy

Recommendation

1. That the Limestone Coast Local Government Association Audit and Risk Committee receive the Procurement Policy as updated for March 2024.

Moved: Des

Seconded: Paul

CARRIED

2. That the Limestone Coast Local Government Association Audit and Risk Committee recommend to the Limestone Coast Local Government Association Board that the Procurement Policy Updated in March 2024 is approved.

Moved: Des

Seconded: Paul

CARRIED

4.4 Risk and Audit Committee Terms of Reference March 2024

Recommendation

1. That the Limestone Coast Local Government Association Audit and Risk Committee receive the updated Terms of Reference as of March 2024.

Moved: Des

Seconded: Paul

CARRIED

2. That the Limestone Coast Local Government Association Audit and Risk Committee recommend to the Limestone Coast Local Government Association Board that the updated terms of reference are adopted with amendments to the membership are endorsed at the April 2024 Board Meeting.

Moved: Des

Seconded: Paul

CARRIED

4.5 Select Request to tender for a 5 Year LCLGA Financial Auditors Contract

Recommendation

1. That the Limestone Coast Local Government Association Audit and Risk Committee endorse the Select Request for Tender for the LCLGA Financial Auditors for a 5-year contract.
2. The Audit and Risk Committee recommend to the LCLGA Board that we go to select tender for selection of Financial Auditors for the next 5 years.

Moved: Des

Seconded: Lynette

CARRIED

5. Other Business: Nil

6. Meeting Closed: 4:56pm

13. OUTSIDE ORGANISATIONS

13.1 Department for Primary Industries and Regions, South Australia

13.2 Heritage Advisory Service

13.3 Regional Development Association Limestone Coast

13.4 Local Government Association & SAROC

13.5 South Australian Coastal Councils Alliance

13.6 University of South Australia

13.1 Department for Primary Industries and Regions, South Australia

Report provided by Ms Schilling.

PIRSA update -LC LGA meeting 19th April 2024

SA Wood Fibre and Timber Industry Master Plan

An SA Wood Fibre and Timber Industry Master Plan has been released. The Master Plan includes goals to strengthen the industry including:

- The right resource and capability
- A future focused workforce
- A clean and green circular economy

Investment enabled through the Master Plan to date has included:

- \$200,000 to phase 2 of an electric log truck trial with Fennell Forestry.
- Investment of \$70,000 to develop a State of the Industry Report.

Abalone Viral Ganglioneuritis AVG

Surveillance of the AVG outbreak in the regions coastal waters was completed at the end of March and fishing restrictions were eased.

In consultation with the fishing industry the response is transitioning to ongoing management in the Southern Zone.

- Conditions remain in place to reduce the risk of AVG spreading to other abalone fishery zones.
 - This includes full decontamination of equipment that has come into contact with the sea floor (diving gear and fishing equipment) in the southern zone to other waters without full contamination.
 - For fish processors, abalone collected from the southern zone cannot be held in the same holding system as abalone collected in other SA waters or non-abalone benthic species including the southern rock lobster.

In addition, abalone cannot be taken from the area surrounding the original detection site at Breaksea Reef near Port MacDonnell.

Sheep and Goat eID traceability

Following consultation with the Industry Advisory Committee, processors will need to have scanning in place in 1 Jan 2025 and saleyards by 1 July 2025.

The new system requires sheep and farmed goats born on or after 1 Jan 2025 to be identified with an NLIS accredited eID tag before leaving their property of birth.

Disaster Risk and Resilience Funding

PIRSA is partnering with Primary Producers SA to undertake a new pilot project to prepare the agricultural sector and mitigate the impacts of compounding and increasingly complex natural disasters.

The project has received \$770,000 from the South Government's Disaster Risk Reduction Grant Program. The pilot program will focus on the forestry, dairy and viticultural sectors.

Enabling Infrastructure Program Grants

Projects invited to submit a full application to the Enabling Infrastructure Program were due on the 7th of February 2024. It is anticipated that applicants should be advised of the success or otherwise of their project for funding in the near future.

Assistance to SA Wine grape growers

Rural Business support has been provided with an additional State Government grant to support wine grape growers across the state who are experiencing challenges due to the current oversupply of red wine grapes.

The arrangement will enable some immediate grants to support impacted red wine grape growers, an addition \$60,000 to support financial counselling services for the wine and viticulture industry, and the extension of the subsidy for ethephon vineyard resting.

The State Government has also developed a \$1.85m package to re-engage with China following the recent lifting of tariffs.

13.2 Heritage Advisory Service

No report provided by Mr Hamilton.

13.3 Regional Development Association Limestone Coast

Report provided by Interim CEO Ms Oxlade.

RDALC REPORT TO LCLGA

JANUARY - FEBRUARY 2024

ABOUT US

Regional Development Australia Limestone Coast (RDALC) has evolved into the area's key regional development agency, focusing on the success and growth of businesses in the Limestone Coast.

We currently have three focus areas for delivery across the region:

- **We support businesses where they're at** - In their business journey and geographically. Whether it is grant assistance, business planning, workforce issues or marketing, we work one on one with business owners, helping them to cut through red tape and build the skills they need to grow.
- **We encourage investment** - connecting developers with opportunities, advocating for infrastructure, being a voice for the region, and attracting funding.
- **We grow the leaders of tomorrow** - supporting existing leaders to build skills and networks, and encouraging emerging leaders to take their first steps.

LEADERSHIP INVESTMENT

Building on the foundation from the LCLGA and the RDALC Leadership program in 2022-2023, we are pleased to advise that we have successfully negotiated a continuation of the Leadership program until 2026. This phase of the project has commenced, with a Project Steering Committee introducing Project Coordinator Melissa Liddle and finalising feedback from the previous program.

The new contract requires a further gap analysis before rolling out the Emerging Leaders program again. We have prepared an approach that we believe will add value to the project, include meaningful engagement with stakeholders, but take the least possible time. We are keen to keep the momentum from the last program and build on that strong foundation. Local Government is a key stakeholder and we look forward to meeting with you in the coming weeks.

THE BIG PICTURE

To date this financial year, RDALC has provided support to a total of **418** businesses/organisations.



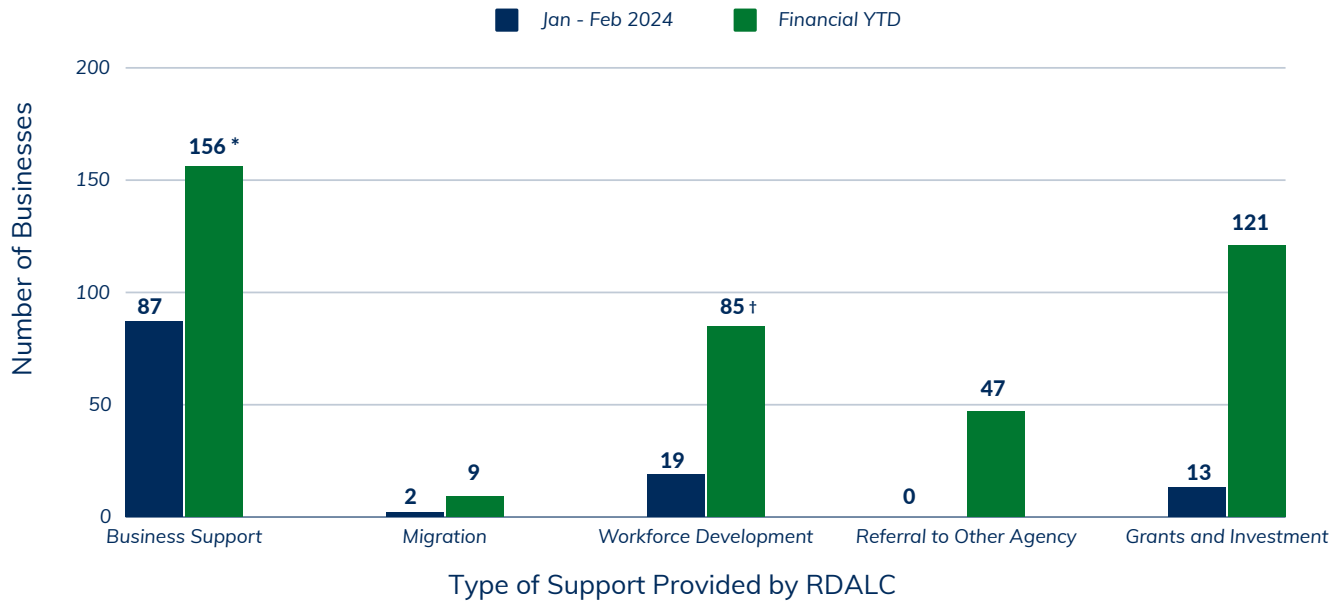
COMMUNICATION EXCELLENCE TO CONNECT, ENGAGE & MOTIVATE



Our first events of the year were very successful with a total of 82 participants. Ally Nitschke presented a full day workshop on Communication Excellence, attended by 46 people on Thursday at The Barn. This was followed by a breakfast on Friday morning focused on Customer Facing Communication. The breakfast was co-hosted with the Mt Gambier Chamber of Commerce and attracted 36 people. These events were funded from our Leadership and Small Business Fundamentals projects.



TYPE OF SUPPORT PROVIDED

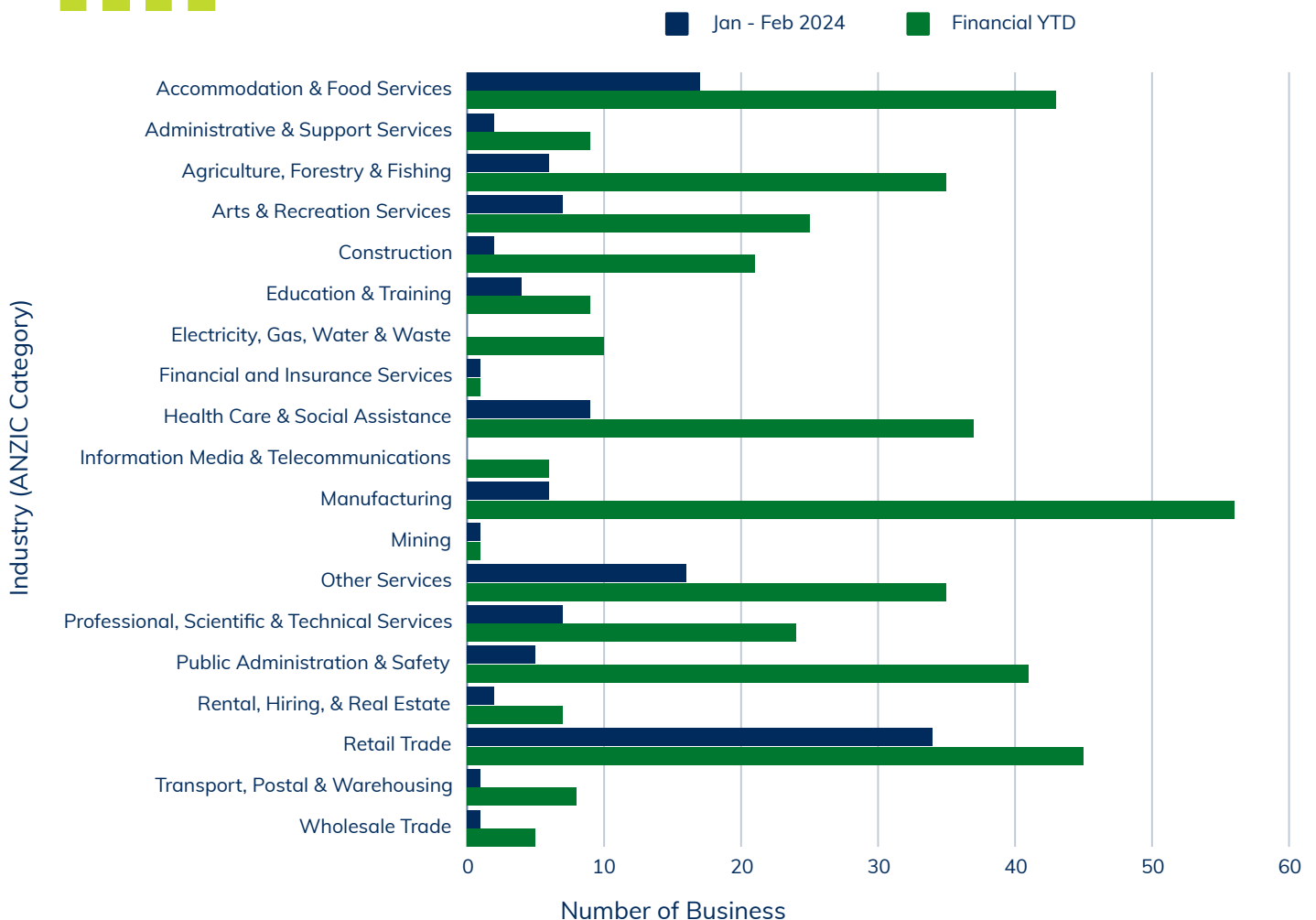


* 'Capacity Building' and 'Business Support' have been consolidated, recognising that 'Capacity Building' is a subset of 'Business Support'.

† 'Workforce Development' and 'Job Vacancy' have been consolidated, recognising that 'Job Vacancy' is a subset of 'Workforce Development'.



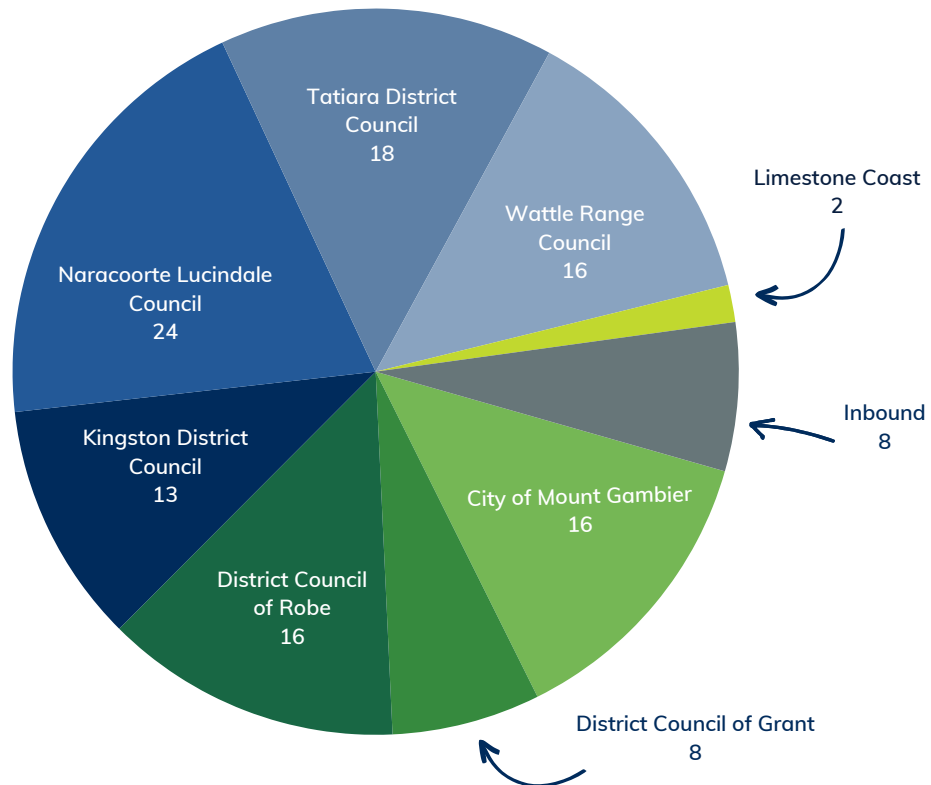
INDUSTRY RECEIVING RDALC SUPPORT



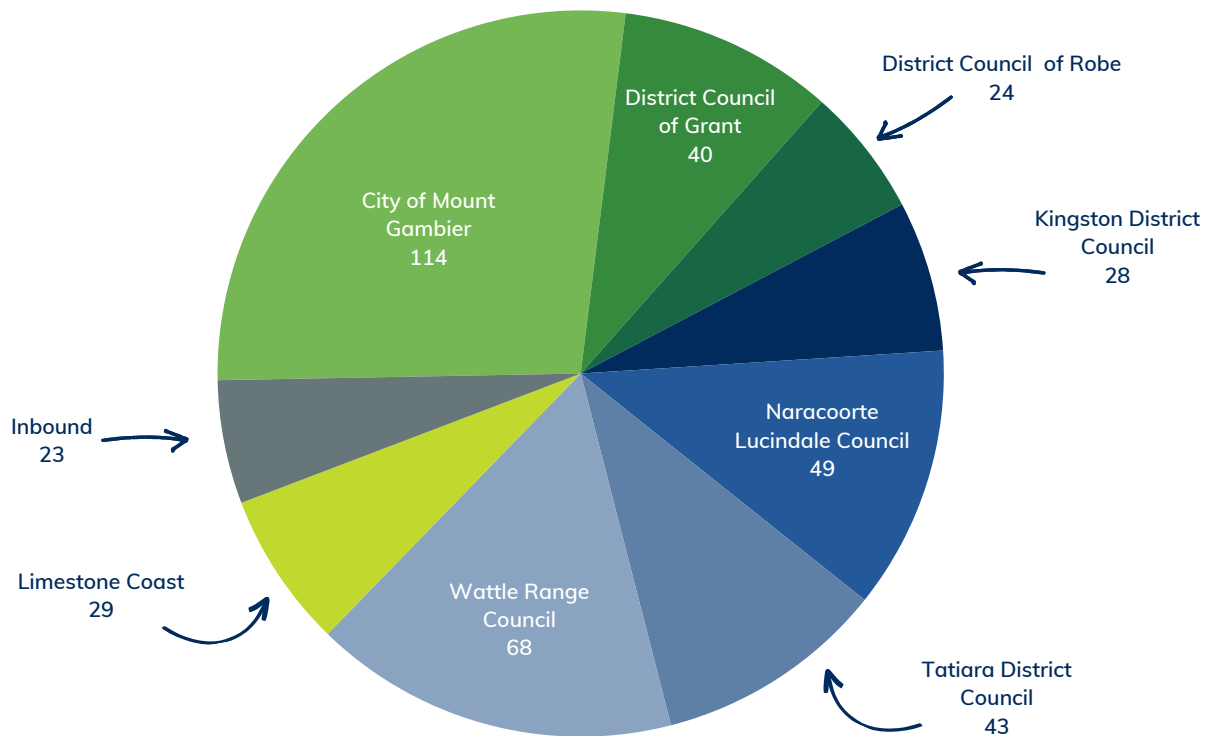


LOCATION OF BUSINESS RECEIVING SUPPORT

JANUARY - FEBRUARY 2024



FINANCIAL YEAR TO DATE



*The inbound connections figure represents businesses that are not located in the Limestone Coast, but are either looking to expand into our region, or are collaborating on a project with a Limestone Coast business.

13.4 Local Government Association & SAROC

LGASA Board and SAROC draft minutes from recent meetings can be found at:

[LGASA Board of Directors | LGA South Australia](#)
[SAROC meeting minutes & agendas | LGA South Australia](#)

Please note the LGA's Member Services Priorities – Topical Update can be found on the website at:

<https://www.lga.sa.gov.au/members/member-services-updates>

13.5 South Australian Coastal Councils Alliance

Report provided by Mr Gray.



SACCA Meeting Summary February 2024

The SACCA Committee held a committee meeting on 26 February 2024 via Teams. Key Outcomes from the meeting include;

- **Committee Member Updates:** SACCA Committee members provided updates on priority coastal issues from their Council and LGA region. The issues raised include;
 - Ageing marine infrastructure and community expectations for continued access.
 - Water quality concerns and marine plastic pollution
 - Jetties – and the State Jetties Renewal Program
 - Beach access arrangements and 4WD use
 - Camping and coastal access arrangements
 - Coastal adaptation and coastal zone master planning
 - Native vegetation
 - Shark management – EPLGA forum discussion.
- **Executive Officers Update:** EO Adam Gray provided an update on key activities currently underway.
 - Supporting the delivery of the Climate Ready Coasts program as a member of the project management group.
 - Working with the CEOs of those 13 Councils with State leased jetties on future funding and governance arrangements.
 - On-going engagement with various stakeholders on future arrangements for coastal access and Statewide tools/resources.
 - Various grant funding bids (Coastsnap, IPWEA coastal asset management tools, vehicle access)
 - The SACCA EO continues to attend regional LGA meetings this year to engage with members, seek feedback and share information.
- **SACCA Budget 2024-25.** The SACCA Committee considered a range of influencing factors to its 2024-25 budget and endorsed the SACCA EO to engage with regional LGA members and their CEOs seeking feedback on the proposed budget changes. It is anticipated that the SACCA Committee will endorse its 2024-25 budget in May 2024.
- **Australian Coastal Councils Association (ACCA):** Members were reminded that the ACCA National Conference will be held in McLaren Vale on 29-31 May.
- **SACCA Social Media:** Members endorsed the development of a social media profile for SACCA. This will start with a LinkedIn profile and will focus on promoting positive news from the States 26 regional coastal Councils.
- **Next Meeting:** The next meeting of SACCA Executive Committee will be held on Thursday 23 May.

13.6 University of South Australia

No report provided by Mr McKay.

14. OTHER BUSINESS

15. CALENDAR KEY DATES & NOTICE OF MEETINGS

Date	Meeting	Location
18 th Jan 2024	LGASA & SAROC	LGA House
16 th Feb 2024	LCLGA AGM & GM	Wattle Range Council
14 th Mar 2024	LGASA & SAROC	LGA House
19 th Apr 2024	LCLGA GM	District Council of Robe
16 th May 2024	LGASA & SAROC	Regional
07 th Jun 2024	LCLGA GM	Tatiara District Council
25 th & 26 th Jul 2024	LGASA & SAROC	LGA House
25 th & 26 th of Jul 2024	Mayors and CEO Forum	LGA House
09 th Aug 2024	LCLGA GM	District Council of Grant
03 rd Oct 2024	Regional SAROC	Regional
11 th Oct 2024	LCLGA GM	Naracoorte Lucindale Council
05 th Dec 2024	LGASA SAROC	LGA House
13 th Dec 2024	LCLGA GM	Kingston District Council
14 th Feb 2025	LCLGA AGM & GM	City of Mount Gambier

16. NEXT MEETING

The next Limestone Coast Local Government Association (LCLGA) General Meeting is scheduled to take place in Tatiara District Council on the 7th of June, 2024.

Acceptances and apologies to admin@lclga.sa.gov.au or Phone 8723 7310.

17. CLOSE MEETING

The anticipated time the meeting will end is 12:30 - 1:00 pm.

10.5 Executive Officer Delegations of Authority Matrix

Committee: Board Meeting

Meeting Date: 19th of April 2024

Author: Adrian Maywald, LCLGA Executive Officer

Authoriser: Adrian Maywald, LCLGA Executive Officer

Strategic Reference: Collectively Building Stronger Economies

Budget Impact: Low

Risk Assessment: Low

Recommendation

1. That the Executive Officer of the LCLGA develops a Delegation of Authority Matrix Policy and brings it back to the Board for review.

Moved:

Seconded:

EXECUTIVE SUMMARY:

When the Audit and Risk Committee reviewed the Procurement Policy it was identified that the LCLGA does not have a Delegation of Authority Matrix.

Mayor Des Noll has then provided the information for a recommendation report to support the Board in making a decision around developing a Delegation of Authority Matrix Policy.

A delegation of authority policy is the principal policy document under which the Executive Officer performs his/her duties and delegates part of his/her authority to the management of the organisation at levels which are considered appropriate to enable management to fulfil organisational responsibilities.

Without the establishment of clear authority levels and approval matrix within the LCLGA organisation, often no-one is certain who can or cannot approve any given task or activity which leads to inefficiency, uncertainty, and potentially cost/financial errors. All of which creates risk within the organisation.

PURPOSE:

To manage and reduce financial risk including who can approve any given task or activity within the LCLGA organisation. To ensure the Board is LCLGA's governing body and has the responsibility to manage the business and other affairs of LCLGA ensuring that LCLGA acts in accordance with the Charter and all relevant legislation.

BACKGROUND:

The LCLGA is governed by a Board of Directors under its Charter and within the Local Government Act as it relates to subsidiaries.

The Board is LCLGA's governing body and has the responsibility to manage the business and other affairs of LCLGA ensuring that LCLGA acts in accordance with the Charter and all relevant legislation.

The Board shall appoint an Executive Officer of LCLGA to manage the business of LCLGA on terms agreed between the Executive Officer and the Board. The Executive Officer is responsible to LCLGA for the implementation of decisions made by LCLGA and for the efficient and effective management of the affairs of LCLGA.

At this point in time an Executive Officer Delegation of Authority Matrix does not exist.

A delegation of authority policy is the principal policy document under which the Executive Officer performs his/her duties and delegates part of his/her authority to the management of the organisation at levels which are considered appropriate to enable management to fulfil organisational responsibilities.

Without the establishment of clear authority levels and approval matrix within the LCLGA organisation, often no-one is certain who can or cannot approve any given task or activity which leads to inefficiency, uncertainty, and potentially cost/financial errors. All of which creates risk within the organisation.

RISK: Low. While the risk is low given the small number of staff and current financial processes for check and balances it is important that we establish clear protocols and procedures to support successful operations and minimises risk.