

8 February 2018

**MAYOR
COUNCILLORS
CITY OF MOUNT GAMBIER**

NOTICE is given that the Strategic Standing Committee will meet in the following Meeting Room on the day, date and time as follows:

Strategic Standing Committee
(Committee Room - Level 4):

Monday, 12 February 2018 at 5:30 p.m.

An agenda for the meeting is enclosed.



Mark McSHANE
CHIEF EXECUTIVE OFFICER

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AGENDA OF ORDINARY STRATEGIC STANDING COMMITTEE MEETING

Meeting to be held in the Committee Room, Civic Centre, 10 Watson Terrace, Mount Gambier
on Monday, 12 February 2018 at 5:30 p.m.

PRESENT Cr Josh Lynagh (Presiding Member)
Cr Sonya Mezinec
Cr Hanna Persello
Cr Penny Richardson

COUNCIL OFFICERS	Chief Executive Officer	- Mr M McShane
	General Manager Community Wellbeing	- Ms B Cernovskis
	General Manager Council Business Services	- Mrs P Lee
	General Manager City Growth	- Dr J Nagy
	General Manager City Infrastructure	- Mr N Serle
	Manager Governance and Property	- Mr M McCarthy
	Administration Officer	- Mrs F McGregor

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

1. APOLOGY(IES)

Apology(ies) received from Mayor Andrew Lee and Cr Frank Morello.

That the apology from Mayor Lee and Cr Morello be received.

Moved:

Seconded:

2. CONFIRMATION OF STRATEGIC STANDING COMMITTEE MINUTES

Meeting held on 11 December 2017.

That the minutes of the Strategic Standing Committee meeting held on 11 December 2017 be confirmed as an accurate record of the proceedings of that meeting.

Moved:

Seconded:

3. QUESTIONS

3.1. With Notice

Nil submitted.

3.2. Without Notice

4. DEPUTATIONS

Nil



5. STRATEGIC STANDING COMMITTEE REPORTS

Strategic Standing Committee Reports commence on the following page.



5.1. Governance Review of Confidentiality Orders

COMMITTEE	Strategic Standing Committee
MEETING DATE:	12 February 2018
REPORT NO.	AR18/3499
RM8 REFERENCE	AF17/230
AUTHOR	Michael McCarthy
SUMMARY	A report to review Confidentiality Orders with a duration exceeding 12 months in accordance with Section 91(9) of the Local Government Act 1999.
COMMUNITY PLAN REFERENCE	Goal 3: Our Diverse Economy

REPORT RECOMMENDATION

- (a) That Strategic Standing Committee Report No. AR18/3499 titled '*Governance Review of Confidentiality Orders*' as presented to the Strategic Standing Committee on 12 February 2018 be noted.
- (b) That the following Confidential Orders, having been reviewed by Council, remain in operation on the grounds provided within Attachment 1 to Report AR18/3499:
 - i. Council 18/06/2013 - Corporate and Community Services Committee 11/06/2013 - Item 6 SOCIAL, CULTURAL AND COMMUNITY SERVICES - Committees - City of Mount Gambier Junior Sports Assistance Fund (Section 41) Committee - Minutes of Meeting held 22nd May, 2013 – Ref. AF11/725
 - ii. Council 17/12/2013 - Corporate and Community Service Committee – 10/12/2013 - Junior Sports Assistance Fund Committee – 20/11/2013 – Item 15 - ROTARY CLUB OF MOUNT GAMBIER LAKES - Donations to Financially Disadvantaged Junior Sportspeople
 - iii. Council 17/12/2013 - Corporate and Community Service Committee – 10/12/2013 - Junior Sports Assistance Fund Committee – 20/11/2013 – Item 15 - COMMERCIAL CLUB INC. - Donation to exceptional junior sportspeople
 - iv. Council 15/04/2014 – Corporate and Community Services Committee – 08/04/2014 – GOVERNANCE – Committees – City of Mount Gambier Junior Sports Assistance Fund (Section 41) - Minutes of Meeting held 2nd April, 2014 – Ref. AF11/725
 - v. Council 18/08/2015 – Railway Lands Development and Management Committee – 11/08/2015 - Item 8 - PROPERTY MANAGEMENT - Railway Lands - Expression of Interest - Occupation and Use Of Old Railway Station Building - Ref. AF15/262



- vi. Council 18/08/2015 – Railway Lands Development and Management Committee - 11/08/2015 - Item 7 - PROPERTY MANAGEMENT - Railway Lands - Expression of Interest - Management of Community Markets - Ref. AF15/261
 - vii. Council 16/02/2016 – Corporate and Community Services Committee – 08/02/2016 - Item 11 - CORPORATE AND COMMUNITY SERVICES REPORT NO. 14/2016 - Frew Park (Ambulance Station) Development - Ref. AF16/11, AF13/65
 - x. Council 21/02/2017 – Operational Services Committee – 14/02/2017 - Item 13 - DEVELOPMENT CONTROL - Illegal Development - Operation of a Storage Yard - Ref. AF11/304
 - xiii. Council 18/04/2017 – Corporate Services Committee – 10/04/2017 - Item 11 - SALE OF LAND FOR NON PAYMENT OF RATES - Notice of Intention to Sell Land for Non-Payment of Council Rates - Ref. AF17/71
 - xiv. Council 18/04/2017 - Item 1 - CEO REPORT ON CONFIDENTIAL MATTERS - Ref. AF11/1894
- (c) That the following confidential orders having been reviewed by Council be released immediately following the Council meeting on 20 February 2017:
- viii. Council 15/03/2016 – Operational Services Committee – 08/03/2016 - Item 6 - DEVELOPMENT CONTROL - Regulating - District Centre Zone Development Plan Amendment - City of Mount Gambier Development Plan - Ref. AF16/69
 - ix. Council 21/02/2017 – Operational Services Committee – 14/02/2017 - Item 19 - OPERATIONAL SERVICES REPORT NO. 3/2017 - Legal Action - 211 Wehl Street North, Mount Gambier - Mr K Pearson (Amberich Pty Ltd) - Ref. AF12/113
 - xi. Council 21/02/2017 – Operational Services Committee – 14/02/2017 - Item 16 - DEVELOPMENT CONTROL - Illegal Development - Operation of a Storage Yard - Ref. AF11/304
 - xii. Council 18/04/2017 – Corporate Services Committee – 10/04/2017 - Item 8 - SALE OF LAND FOR NON PAYMENT OF RATES - Notice of Intention to Sell Land for Non-Payment of Council Rates - Ref. AF17/69

Moved:

Seconded:



Background

Section 90(9) of the Local Government Act requires that any order to retain a matter 'in-confidence' that operates for a period exceeding 12 months must be reviewed at least once in every year.

Further, Section 91(9)(ab) provides that:

- (i) The duration of an order cannot be extended after the order has ceased to apply; and
- (ii) An order extending the duration of such an order cannot be delegated by the relevant Council or Council Committee.

Discussion

The matters contained within the table in Attachment 1 to this Report are subject to Confidential Orders previously made by Council that remain operational and are presented for review in accordance with Section 90(9).

Upon review, Council may consider that the Confidential Orders for each of these matters should remain in operation and continue to be reviewed in accordance with the Local Government Act. No further action is required for these existing Confidential Orders to continue in operation.

Alternatively, Council may determine that one or more of the Confidential Orders should be amended or cease to operate; and so Order that the Confidential Item be partially or fully released, or that conditions for release be amended.

Conclusion

This report recommends that some of these Confidential Orders, having been reviewed by Council be released, with the remainder to continue in operation until the specified release criteria, if any, have been met, and to be reviewed at least once in every year in accordance with Section 90(9) of the Local Government Act 1999.

Attachments

[Attachment 1 \(AR18/3500\): Review of Confidentiality Orders Table](#)



Michael McCARTHY
MANAGER GOVERNANCE & PROPERTY



Pamela LEE
GENERAL MANAGER COUNCIL BUSINESS SERVICES

30 January 2018
MMC



5.2. Review of Current By-Laws

COMMITTEE	Strategic Standing Committee
MEETING DATE:	12 February 2018
REPORT NO.	AR18/3190
RM8 REFERENCE	AF16/299
AUTHOR	Michael McCarthy
SUMMARY	To endorse for public consultation purposes the proposed By-Laws to replace from 1 January 2019 the current By-Laws.
COMMUNITY PLAN REFERENCE	Goal 1: Our People
	Goal 2: Our Location
	Goal 3: Our Diverse Economy
	Goal 4: Our Climate, Natural Resources, Arts, Culture and Heritage

REPORT RECOMMENDATION

- (a) That Strategic Standing Committee Report No. AR18/3190 titled ‘*Review of Current By-Laws*’ as presented to the Strategic Standing Committee on 12 February 2018 be noted.
- (b) That the following proposed replacement By-Laws as attached/tabled at the Strategic Standing Committee meeting held on 12 February 2018 be endorsed for the purpose of undertaking public consultation and consultation with necessary referral agencies:
 - By-Law No.1 – Permits & Penalties
 - By-Law No.2 – Local Government Land
 - By-Law No.3 – Roads
 - By-Law No.4 – Moveable Signs
 - By-Law No.5 – Dogs.
- (c) That the repeal of the last remaining provisions of the Local Government Act 1934 having removed the legal basis for Council’s Taxi By-Law and Taxi Licensing scheme, that:
 - Council’s Taxi Licensing scheme will cease after 31 December 2018, and
 - The Council administration liaise with current licensed Taxi Operators and the Department of Planning, Transport and Infrastructure for the transition of Taxi Operators to an unlicensed regime as operates across the rest of the State of South Australia.



- (d) A further report be presented for Council to consider resource implications for enforcement and a community engagement process for the potential introduction of a Cats By-Law.
- (e) A further report be presented for Council to consider any submissions received from the public consultation and/or the outcomes of referral processes and any proposed changes.

Moved:

Seconded:



Background

At the Council meeting held on 19 December 2017 Council received a report on the commencement of a formal process to review and replace the current suite of Council By-Laws that are due to expire 31 December 2018.

The statutory process to pass a By-Law can be summarised as follows:

- Public consultation.
- Referral to the Minister for Transport and Infrastructure and the Dog and Cat Management Board.
- Preparation of a National Competition Policy Report and certification by a legal practitioner.
- Referral to the Legislative Review Committee.
- Council adoption by an absolute majority where at least two-thirds of Members are present.
- Publication in the SA Government Gazette and notice of publication in local newspaper.

In preparation for consideration by Council the current By-Laws were reviewed and updated to reflect changes in legislation since the 2010 By-Law Review.

Discussion

Draft proposed replacement By-Laws were circulated to Elected Members on 19 January 2018 for review and comment in preparation for an Elected Member Workshop held on 23 January 2018.

At the Elected Member Workshop Members, were briefed on the process and steps involved and proposed timing of the By-Law Review during 2018, noting that Council endorsement prior to the commencement of the Local Government Election Caretaker Period in September 2018 will be necessary for the replacement By-Laws to take effect on and from 1 January 2019.

Members were provided until Friday 2 February 2018 to provide any further feedback/comment on the draft proposed By-Laws before being presented to the February 2018 Strategic Standing Committee and Council meetings for endorsement for public consultation purposes.

The resulting proposed replacement By-Laws incorporating any changes are provided as Attachments 1 to 5 inclusive / to be tabled at the Strategic Standing Committee meeting on 12 February 2018, as follows:

- By-Law No.1 – Permits & Penalties
- By-Law No.2 – Local Government Land
- By-Law No.3 – Roads
- By-Law No.4 – Moveable Signs
- By-Law No.5 – Dogs.

Workshop discussion noted additional consideration (subsequent to the endorsement of the replacement By-Laws) to determine areas of land to which certain By-Law provisions will apply and to provide for general permission for certain activities by adoption of Council Policy. Such work would likely be undertaken by the incoming Council following the November 2018 Local Government Election.

Workshop discussion also noted the absence of a replacement Taxi By-Law which, with the repeal of the relevant enabling provisions of the Local Government Act 1934, means Council no longer has any legal power to make By-Laws relating to the operation of Taxis within its area.



Accordingly, Council will no longer have a Taxi By-Law from 1 January 2019 and consequentially Council's T110 Taxi Regulation Policy and Taxi Licensing Scheme will become redundant and cease to have any operation on and from that date.

Taxi operators in Mount Gambier will become subject to the standard taxi operating requirements that apply across the whole state (outside metropolitan Adelaide) and Council will no longer have any involvement with taxi operations such as fees and metering, hours of operation, call centre, inspection/condition of vehicles or any other matters that are currently able to be addressed through licensing arrangements. Council will still control taxi stands as the local road authority.

For completeness, legal advice on this matter has confirmed that Council has no alternative means to validly regulate taxis operating within its area; a deliberative outcome from the State Governments deregulation of country taxi operations over several decades, which finally concludes with the repeal of the last remaining provisions of the Local Government Act 1934 and the expiry of Council's By-Law that was made under those provisions.

It is proposed that the 1 July 2018 Taxi Licence Renewals be for a 6 month pro-rata period and fee; and that the Council administration provide a liaison role between the licensed taxi operators and the Department of Planning, Transport and Infrastructure for their transition to an unlicensed regime as operates across the rest of the State of South Australia from 1 January 2019.

Recognising comments made at the Elected Member Workshop regarding a potential Cats By-Law, a template By-Law has been circulated to Elected Members and a further report is proposed for Council to consider resource implications of enforcement, a community engagement process and timeline for the potential introduction of a Cats By-Law that would likely include a limit on cat numbers and transition arrangements to enable existing cat owners to comply with these limits.

An Elected Member Workshop has been tentatively scheduled for 5:30pm on Tuesday 27 February 2018 in anticipation of further discussion of a Cats By-Law.

Conclusion

Having reviewed updated By-Laws that reflect changes in legislation since the current By-Laws were adopted in 2010/2011, and noting that proposed replacement By-Laws exclude a Taxi By-Law and will require additional work to address general permissions and area determinations, this report recommends that the attached/abled By-Laws numbered 1 to 5 inclusive be endorsed for referral to the Dog and Cat Management Board and Department of Planning, Transport and Infrastructure, before being the subject of public consultation commencing in late March/early April 2018.

Further reports will be presented for Council to consider any submissions received from the public consultation and/or the outcomes of the referral processes and any proposed changes to the replacement By-Laws; and to consider the implications and engagement process for the introduction of a Cats Bay-Law, including an Elected Member Workshop on Tuesday 27 February 2018.

Attachments

- [Attachment 1 \(RM8 Reference AR 18/4281\): By-Law No.1 – Permits & Penalties](#)
- [Attachment 2 \(RM8 Reference AR18/4282\): By-Law No.2 – Local Government Land](#)
- [Attachment 3 \(RM8 Reference AR18/4283\): By-Law No.3 – Roads](#)
- [Attachment 4 \(RM8 Reference AR18/4284\): By-Law No.4 – Moveable Signs](#)
- [Attachment 5 \(RM8 Reference AR18/4285\): By-Law No.5 – Dogs](#)





Michael McCARTHY
MANAGER GOVERNANCE & PROPERTY



Judy NAGY
GENERAL MANAGER CITY GROWTH

29 January 2018
MMC



5.3. Policy Review - F500 - Footways and Council Land - Removal of Objects

COMMITTEE	Strategic Standing Committee
MEETING DATE:	12 February 2018
REPORT NO.	AR18/3538
RM8 REFERENCE	AF11/1954
AUTHOR	Derek Ferguson
SUMMARY	This report presents a reviewed policy for the removal of objects (including vehicles) from Council land.
COMMUNITY PLAN REFERENCE	Goal 2: Our Location

REPORT RECOMMENDATION

- (a) That Strategic Standing Committee Report No. AR18/3538 titled '*Policy Review - F500 - Footways and Council Land - Removal of Objects*' as presented to the Strategic Standing Committee on 12 February 2018 be noted.
- (b) That Council Policy '*F500 - Footways and Council Land - Removal of Objects*' as attached to Strategic Standing Committee Report No. AR18/3538 be adopted.

Moved:

Seconded:



Background

Council periodically reviews its policies over the term of the Council to ensure they remain up to date with legislative requirements, Council and community expectation and emerging practices in local government.

Discussion

'F500 - Footways and Council Land - Removal of Objects' has been reviewed and is presented with no changes to wording required.

Conclusion

The reviewed and updated Council Policy 'F500 - Footways and Council Land - Removal of Objects' is presented for consideration.

It is proposed that the policy be next scheduled for review from February 2021, during the next Council term.

Attachments

[Attachment 1 \(AR18/3534\): Draft Council Policy 'F500 - Footways and Council Land - Removal of Objects'](#)



Derek FERGUSON
TEAM LEADER GENERAL INSPECTORATE



Dr Judy NAGY
GENERAL MANAGER CITY GROWTH

31 January 2018
SW



5.4. Policy Review - F505 - Footways and Council Land - Sale of Commodities

COMMITTEE	Strategic Standing Committee
MEETING DATE:	12 February 2018
REPORT NO.	AR18/3550
RM8 REFERENCE	AF11/1954
AUTHOR	Derek Ferguson
SUMMARY	This report presents a reviewed policy for the issuing of permits to allow the sale of commodities from footways and Council land.
COMMUNITY PLAN REFERENCE	Goal 2: Our Location

REPORT RECOMMENDATION

- (a) That Strategic Standing Committee Report No. AR18/3550 titled '*Policy Review - F505 - Footways and Council Land - Sale of Commodities*' as presented to the Strategic Standing Committee on 12 February 2018 be noted.
- (b) That Council Policy '*F505 - Footways and Council Land - Sale of Commodities*' as attached to Strategic Standing Committee Report No. AR18/3550 be adopted.

Moved:

Seconded:



Background

Council periodically reviews its policies over the term of the Council to ensure they remain up to date with legislative requirements, Council and community expectation and emerging practices in local government.

Discussion

'F505 - Footways and Council Land - Sale of Commodities' has been reviewed and is presented with no changes to wording required.

Conclusion

The reviewed and updated Council Policy 'F505 - Footways and Council Land - Sale of Commodities' is presented for consideration.

It is proposed that the policy be next scheduled for review from February 2021, during the next Council term.

Attachments

[Attachment 1 \(AR18/3547\): Draft Council Policy 'F505 - Footways and Council Land - Sale of Commodities'](#)



Derek FERGUSON
TEAM LEADER GENERAL INSPECTORATE



Dr Judy NAGY
GENERAL MANAGER CITY GROWTH

31 January 2018
SW



5.5. Policy Review - F510 - Footways and Council Land - Fundraising and Promotion

COMMITTEE	Strategic Standing Committee
MEETING DATE:	12 February 2018
REPORT NO.	AR18/3577
RM8 REFERENCE	AF11/1954
AUTHOR	Derek Ferguson
SUMMARY	This report presents a reviewed policy for the use of footways and Council land for fundraising and promotional purposes or the display of vehicles.
COMMUNITY PLAN REFERENCE	Goal 2: Our Location

REPORT RECOMMENDATION
<p>(a) That Strategic Standing Committee Report No. AR18/3577 titled '<i>Policy Review - F510 - Footways and Council Land - Fundraising and Promotion</i>' as presented to the Strategic Standing Committee on 12 February 2018 be noted.</p> <p>(b) That Council Policy '<i>F510 - Footways and Council Land - Fundraising and Promotion</i>' as attached to Strategic Standing Committee Report No. AR18/3577 be adopted.</p>

Moved:

Seconded:



Background

Council periodically reviews its policies over the term of the Council to ensure they remain up to date with legislative requirements, Council and community expectation and emerging practices in local government.

Discussion

'*F510 - Footways and Council Land - Fundraising and Promotion*' has been reviewed and is presented with no changes to wording required.

Conclusion

The reviewed and updated Council Policy '*F510 - Footways and Council Land - Fundraising and Promotion*' is presented for consideration.

It is proposed that the policy be next scheduled for review from February 2021, during the next Council term.

Attachments

[Attachment 1 \(AR18/3564\): Draft Council Policy 'F510 - Footways and Council Land - Fundraising and Promotion'](#)



Derek FERGUSON
TEAM LEADER GENERAL INSPECTORATE



Dr Judy NAGY
GENERAL MANAGER CITY GROWTH

31 January 2018
SW



5.6. Policy Review - A515 - Animal Control - Dogs

COMMITTEE	Strategic Standing Committee
MEETING DATE:	12 February 2018
REPORT NO.	AR18/3220
RM8 REFERENCE	AF11/1954
AUTHOR	Derek Ferguson
SUMMARY	This report presents a reviewed policy for problem dogs, undertaking inspections for unregistered dogs, the seizure of dogs and dogs wandering at large.
COMMUNITY PLAN REFERENCE	Goal 2: Our Location

REPORT RECOMMENDATION
<p>(a) That Strategic Standing Committee Report No. AR18/3220 titled '<i>A515 - Animal Control – Dogs</i>' as presented to the Strategic Standing Committee on 12 February 2018 be noted.</p> <p>(b) That Council Policy '<i>A515 - Animal Control - Dogs</i>' as attached to Strategic Standing Committee Report No. AR18/3220 be adopted.</p>

Moved:

Seconded:



Background

Council periodically reviews its policies over the term of the Council to ensure they remain up to date with legislative requirements, Council and community expectation and emerging practices in local government.

Discussion

'A515 - Animal Control - Dogs' has been reviewed and is presented with the following changes:

- Section 2 Problem Dogs - replace "on an annual basis, when possible" with "when required".
- Replace 'Dog Management Officer' with 'Authorised Person' throughout the document.

Conclusion

The reviewed and updated Council Policy 'A515 - Animal Control - Dogs' is presented for consideration.

It is proposed that the policy be next scheduled for review from February 2020, during the next Council term.

Attachments

[Attachment 1 \(AR18/3022\): Draft Council Policy 'A515 - Animal Control - Dogs'](#)



Derek FERGUSON
TEAM LEADER GENERAL INSPECTORATE



Dr Judy NAGY
GENERAL MANAGER CITY GROWTH

29 January 2018
SW



5.7. Policy Review - A520 - Animal Control

COMMITTEE	Strategic Standing Committee
MEETING DATE:	12 February 2018
REPORT NO.	AR18/3250
RM8 REFERENCE	AF11/1954
AUTHOR	Derek Ferguson
SUMMARY	This report presents a reviewed policy for the keeping of animals, birds and livestock.
COMMUNITY PLAN REFERENCE	Goal 2: Our Location

REPORT RECOMMENDATION

- (a) That Strategic Standing Committee Report No. AR18/3250 titled '*A520 - Animal Control*' as presented to the Strategic Standing Committee on 12 February 2018 be noted.
- (b) That Council Policy '*A520 - Animal Control*' as attached to Strategic Standing Committee Report No. AR18/3250 be adopted.

Moved:

Seconded:



Background

Council periodically reviews its policies over the term of the Council to ensure they remain up to date with legislative requirements, Council and community expectation and emerging practices in local government.

Discussion

'A520 - Animal Control' has been reviewed and is presented with no changes to wording required.

Conclusion

The reviewed and updated Council Policy 'A520 - Animal Control' is presented for consideration.

It is proposed that the policy be next scheduled for review from February 2021, during the next Council term.

Attachments

[Attachment 1 \(AR18/3253\): Draft Council Policy 'A520 - Animal Control'](#)



Derek FERGUSON
TEAM LEADER GENERAL INSPECTORATE



Dr Judy NAGY
GENERAL MANAGER CITY GROWTH

29 January 2018
SW



5.8. Policy Review - F135 - Flammable Undergrowth

COMMITTEE	Strategic Standing Committee
MEETING DATE:	12 February 2018
REPORT NO.	AR18/3265
RM8 REFERENCE	AF11/1954
AUTHOR	Derek Ferguson
SUMMARY	This report presents a reviewed policy for instances when flammable undergrowth notices are not complied with.
COMMUNITY PLAN REFERENCE	Goal 2: Our Location

REPORT RECOMMENDATION
<p>(a) That Strategic Standing Committee Report No. AR18/3265 titled '<i>F135 - Flammable Undergrowth</i>' as presented to the Strategic Standing Committee on 12 February 2018 be noted.</p> <p>(b) That Council Policy '<i>F135 - Flammable Undergrowth</i>' as attached to Strategic Standing Committee Report No. AR18/3265 be adopted.</p>

Moved:

Seconded:



Background

Council periodically reviews its policies over the term of the Council to ensure they remain up to date with legislative requirements, Council and community expectation and emerging practices in local government.

Discussion

F135 - Flammable Undergrowth' has been reviewed and is presented with no changes to wording required.

Conclusion

The reviewed and updated Council Policy *F135 - Flammable Undergrowth'* is presented for consideration.

It is proposed that the policy be next scheduled for review from February 2021, during the next Council term.

Attachments

[Attachment 1 \(AR18/3269\): Draft Council Policy F135 - Flammable Undergrowth'](#)



Derek FERGUSON
TEAM LEADER GENERAL INSPECTORATE



Dr Judy NAGY
GENERAL MANAGER CITY GROWTH

29 January 2018
SW



5.9. Policy Review – D160 - Planning – Development Act Inspection and copying of documents

COMMITTEE	Strategic Standing Committee
MEETING DATE:	20 February 2018
REPORT NO.	AR18/4783
RM8 REFERENCE	AF18/54
AUTHOR	Jessica Porter
SUMMARY	Review and update of Council Policy D160 – Development Act, Inspection and Copying of Documents
COMMUNITY PLAN REFERENCE	Goal 1: Our People

REPORT RECOMMENDATION
<p>(a) Strategic Standing Committee Report No. AR18/4783 titled 'Policy Review – D160 - Planning – Development Act Inspection and copying of documents ' be received.</p> <p>(b) Updated Council Policy 'D160 - Planning – Development Act Inspection and copying of documents' be adopted as attached to Council Report No. AR18/4783.</p>

Moved:

Seconded:



Council periodically reviews its policies over the term of the Council to ensure they remain up to date with legislative requirements, Council and community expectation and emerging practices in local government.

Discussion

Council Policy D160 – *'Development Act Inspection and Copying of documents'* has been reviewed and is presented with minor updates.

Updates were made to align Policy D160 with current legislative terminology.

Conclusion

The reviewed and updated Council Policy D160 – *'Development Act Inspection and Copying of documents'* is presented for consideration.

It is proposed that the policy be next scheduled for review in February 2019, during the next Council term.

Attachments

[\(AR18/1927\): Draft – Council Policy D160 – Development Act Inspection & Copying of documents](#)



Jessica PORTER
PLANNING OFFICER



Dr Judy NAGY
GENERAL MANAGER – CITY GROWTH

7 February 2018



5.10. Quarter Two Budget Review for financial year ending 30th June 2018

COMMITTEE	Strategic Standing Committee
MEETING DATE:	12 February 2018
REPORT NO.	AR18/4412
RM8 REFERENCE	AF16/329
AUTHOR	Jeroen Zwijnenburg
SUMMARY	This report provides the Quarter Two Budget Review for the period ending 31 December 2017 within the financial year ending 30 June 2018 for consideration by Committee.
COMMUNITY PLAN REFERENCE	Goal 1: Our People
	Goal 2: Our Location
	Goal 3: Our Diverse Economy
	Goal 4: Our Climate, Natural Resources, Arts, Culture and Heritage

REPORT RECOMMENDATION

- (a) That Strategic Standing Committee Report No. AR18/4412 titled '*Quarter Two Budget Review for Financial Year Ending 30 June 2018*' as presented to the Strategic Standing Committee on 12 February 2018 be noted.
- (b) That Council adopts the Quarter Two Budget Review (BR2) for the financial year 1 July 2017 to 30 June 2018 as detailed in Attachment 1 of the report titled '*Quarter Two Budget Review for the Financial Year Ending 30 June 2018*' which reflects a \$1,046,000 forecasted deficit.
This represents a reduction of \$1,369,000 from the Original Budget of \$323,000 surplus and a reduction of \$578,000 from Quarter One Budget Review (BR1).
- (c) That Council notes for Quarter Two Budget Review:
 - The major contributing factor is the reduction of \$1,152,000 in grants, including the SA Government Grants Commission's 50% forward payment received in late June 2017 of \$1,327,882 (i.e. received and account for in the 2016/2017 financial year rather than in the 2017/2018 financial year). \$960,000 of this adjustment was already included in Quarter One Budget Review.
 - Had the SA Government Grants Commission's 50% payment been received in the 2017/2018 financial year instead, Quarter Two Budget Review would result in an estimated operating surplus of \$282,000.

Moved:

Seconded:



Background

In accordance with the Local Government (Financial Management) Regulations 2011, Regulation 9 requires Council to prepare and consider the following reports relating to the review of budgets:

- 9.1(a) *At least twice, between 30 September and 31 May (both dates inclusive) in the relevant financial year (where at least 1 report must be considered before the consideration of the report under sub regulation (1)(b), and at least 1 report must be considered after consideration of the report under sub regulation (1)(b))—a report showing a revised forecast of its operating and capital investment activities for the relevant financial year compared with the estimates for those activities set out in the budget presented in a manner consistent with the note in the Model Financial Statements entitled Uniform Presentation of Finances;*
- 9.1(b) *Between 30 November and 15 March (both dates inclusive) in the relevant financial year—a report showing a revised forecast of each item shown in its budgeted financial statements for the relevant financial year compared with estimates set out in the budget presented in a manner consistent with the Model Financial Statements.*
- 9.2 *A council must also include in a report under sub regulation (1)(b) revised forecasts for the relevant financial year of the council's operating surplus ratio, net financial liabilities ratio and asset sustainability ratio compared with estimates set out in the budget presented in a manner consistent with the note in the Model Financial Statements entitled Financial Indicators.*

Council has scheduled to undertake and present budget reviews as follows:

Budget Review	Inclusive Dates	Council Meeting in
Quarter One (BR1)	1 July to 30 September	November
Quarter Two (BR2)	1 October to 31 December	February
Quarter Three (BR3)	1 January to 31 March	May

Section 123 7(a)(b) of the Local Government Act 1999 (the 'Act') states that each budget of council must:

- 7(a) *Be considered in conjunction with the council's annual business plan (and must be consistent with that plan, as adopted); and*
- 7(b) *Be adopted by the council after the council has adopted its annual business plan.*

The Annual Business Plan and Budget for 2017/2018 was adopted on 5 July 2017 at a special meeting of Council. Since its adoption, Council has resolved the following (refer Table 1) financial matters that impact on the adopted budget and may require adjustment in the quarter two budget review.

Table 1: Financial matters resolved by Council since adoption of the original 2017/2018 Budget.

Council Meeting Item	Description	Resolution
14.03	Mount Gambier Community RSL Discretionary Rebate	(a) That Council Report No. AR17/41827 titled 'RSL Discretionary Rate Rebate' as presented to the Council on 17 October 2017 be noted.



		(b) That Council agree to a discretionary rate rebate for the RSL Assessment Numbers 1191/2884/13760 commencing from 1 July 2017 of 50% on each of the rateable areas over a 2 year period to be reviewed at the conclusion of the 2 year period.
13.4	Commercial Hall Kitchen Future Operation	<p>(a) That Strategic Standing Committee Report No. AR17/28073 titled 'City Hall Commercial Kitchen Future Operation' as presented to the Strategic Standing Committee on 7 August 2017 be noted.</p> <p>(b) The Commercial Kitchen and Community Kitchen be reconfigured and consolidated into the Commercial Kitchen space.</p> <p>(c) The Community Kitchen equipment where possible is used in the Commercial Kitchen and the Community Kitchen be utilised as storage and/or general purpose area.</p> <p>(d) The City Hall Kitchen be made accessible to:</p> <ul style="list-style-type: none"> • Pre-qualified commercial caterers at a fee and bond recognising the commercial nature of the hire. • General users (non-commercial caterers) at a fee and bond recognising the nature of the use. • Council's 2017/2018 building maintenance budget is reviewed and re-prioritised with an amount of up to \$20,000 reallocated to the required City Hall kitchen upgrades.
13.19	Capex Carry Overs from 2016/2017	<p>(a) That Operational Standing Committee Report No. AR17/34863 titled 'Capital Expenditure Carry Overs from 2016/2017' as presented to the Operational Standing Committee on 12 September 2017 be noted.</p> <p>(b) That the Work In Progress allocations from 2016/2017 as presented with this report be adopted by Council with all amendments made to the 2017/2018 Council Budget.</p>
14.04	2017 New Year's Eve Event	<p>(a) That Council Report No. AR17/41824 titled '2017 New Year's Eve Event' as presented to the Council on 17 October 2017 be noted.</p> <p>(b) That Council acknowledge the considerable effort taken by the Mount Gambier Community Events committee to reduce costs and secure additional sponsorship.</p> <p>(c) That Council approve a one off sponsorship increase of \$5,000 cash and \$500 in-kind support (totalling \$10,000 cash and \$3,000 in-kind) for the 2017 New Year's Eve event from GL6240.0038.</p>
13.08	Initial Public Wi-Fi Project	<p>(a) That Operational Standing Committee Report No. AR17/37775 titled 'Initial Public Wi-Fi Project' as presented to the Strategic Standing Committee on 13 November 2017 be noted.</p> <p>(b) That Council accept the quotation from TDRS and proceed with the proposed installation of the Wi-Fi hardware at the Blue Lake, Umpherston Sinkhole and Railway Lands.</p>
13.36	Design and Construction of Civic Centre Flytower Façade -	(a) That Operational Standing Committee Report No. AR17/43690 titled 'Design and Construction of Civic Centre Flytower Façade - Project Completion' as presented to the Operational Standing Committee on 14 November 2017 be noted.



	Project Completion	<p>(b) That Council authorise the Chief Executive Officer to amend the contract with Dycer Construction for the Civic Centre Flytower Upgrade to a final contract amount of \$1,386,000 (plus GST) including contingencies and professional fees.</p> <p>(c) That Country Arts SA be invoiced for 50% of the works, including professional fees.</p> <p>(d) That Council refer the estimated shortfall of \$8,000 between its current budget allocation (\$685,000, 2016/2017 and 2017/2018) and the final contract price including professional fees to a future budget review, with the view that the increased costs be offset by reductions in expenditure within the Capital Works Program (resulting in nil impact on the budget).</p>
13.41	Country Arts 25 Years Celebration	<p>(a) That Operational Standing Committee Report No. AR17/45790 titled 'Country Arts 25 Years Celebration' as presented to the Operational Standing Committee on 14 November 2017 be noted.</p> <p>(b) That Council support the proposal as presented for 'Country Arts 25 Years Celebration' to the value of \$15,000 to be paid as follows:</p> <ul style="list-style-type: none"> • First instalment of \$7,000 from 2017-2018 budget (GL6350.0805). • Second instalment of \$8,000 be allocated to GL 6350.0805 in the 2018-2019 budget preparation.
13.24	Borderline Speedway - Request for Additional Sponsorship	<p>(a) That Operational Standing Committee Report No. AR17/48852 titled 'Borderline Speedway - Request for Additional Sponsorship' as presented to the Operational Standing Committee on 12 December 2017 be noted.</p> <p>(b) That Council commits a further financial contribution of \$10,000 in addition to the \$15,000 provided in May 2016 to the Borderline Speedway Australian Sprintcar Title to be held in January 2018. The additional contribution be factored into the next budget review.</p> <p>(c) The further amount of \$10,000 will secure naming rights for the event being "The City of Mount Gambier Australian Sprintcar Title".</p> <p>(d) That Council staff liaise with the Borderline Speedway regarding the marketing and promotion of the Australian Sprintcar Title to maximise the promotion of Mount Gambier City.</p> <p>(e) That promotional marketing material developed for the event by the Borderline Speedway acknowledge the City of Mount Gambier.</p> <p>(f) That appropriate banners and other signage is displayed at the Border Speedway promoting Mount Gambier.</p>
13.39	Ancient Rome Exhibition	<p>(a) That Operational Standing Committee Report No. AR17/45747 titled 'Exhibition - Ancient Rome: The Empire that Shaped the World' as presented to the Operational Standing Committee on 14 November 2017 be noted.</p> <p>(b) That Council support the proposal as presented for 'Ancient Rome: The Empire that Shaped the World' for the period 16 August 2019 - 10 November 2019 be supported and the 2018-</p>



		2019 and 2019-2020 budget incorporate both the expenditure and anticipated income. (c) That Council, once costs have been recovered for Ancient Rome: The Empire that Shaped the World, allocate surplus revenue to support future exhibition and programming for the Riddoch Art Gallery.
13.40	2018 Mount Gambier Fringe Festival	(a) That Operational Standing Committee Report No. AR17/45777 titled '2018 Mount Gambier Fringe Festival' as presented to the Operational Standing Committee on 14 November 2017 be noted. (b) That Council approve to progress a 2018 Mount Gambier Fringe event with the funding secured by Country Arts SA via Arts SA. That Council representatives be involved in the planning and delivery of the event to support the cultural development of local artists.

Discussion

Comparison to the adopted Annual Business Plan and Budget 2017/2018

SUMMARY	BR2 2017/18	BR1 2017/18	Original 2017/2018	BR2 Movement
OPERATING REVENUE				
ADMINISTRATION REVENUE	20,994,000	21,191,000	22,125,000	(197,000)
COMMUNITY SERVICES REVENUE	857,000	850,000	111,000	7,000
CULTURAL REVENUE	556,000	556,000	556,000	-
ECONOMIC DEVELOPMENT REVENUE	308,000	313,000	313,000	(5,000)
ENVIRONMENTAL REVENUE	2,810,000	2,810,000	2,810,000	-
RECREATION REVENUE	82,000	82,000	82,000	-
REGULATORY REVENUE	388,000	388,000	388,000	-
TRANSPORT REVENUE	358,000	358,000	358,000	-
UNCLASSIFIED ACTIVITIES REVENUE	484,000	290,000	280,000	194,000
TOTAL OPERATING REVENUE	26,837,000	26,838,000	27,023,000	(1,000)
OPERATING EXPENDITURE				
ADMINISTRATION EXPENDITURE	1,431,000	1,417,000	1,398,000	14,000
GOVERNANCE AND STRATEGY EXPENDITURE	491,000	483,300	475,000	7,700
SUPPORT SERVICES EXPENDITURE	3,591,000	3,598,100	3,560,000	(7,100)
COMMUNITY SERVICES EXPENDITURE	2,396,000	2,185,000	1,700,000	211,000
CULTURAL EXPENDITURE	3,403,000	3,152,600	3,140,000	250,400
ECONOMIC DEVELOPMENT EXPENDITURE	2,164,000	2,154,900	2,130,000	9,100
ENVIRONMENTAL EXPENDITURE	5,464,000	5,203,500	5,198,000	260,500
RECREATION EXPENDITURE	3,306,000	2,702,900	2,698,000	603,100
REGULATORY SERVICES EXPENDITURE	1,141,000	1,136,000	1,114,000	5,000
TRANSPORT EXPENDITURE	2,906,000	3,372,200	3,372,000	(466,200)



ENGINEERING/INDIRECT EXPENDITURE	911,000	1,249,000	1,252,000	(338,000)
UNCLASSIFIED ACTIVITIES EXPENDITURE	679,000	651,000	663,000	22,000
TOTAL OPERATING EXPENDITURE	27,883,000	27,305,500	26,700,000	571,500
OPERATING (DEFICIT) / SURPLUS	(1,046,000)	(467,500)*	323,000	(572,500)
*Note: The 'Quarter One Budget Review for Financial Year Ending 30 June 2018' as presented to the Strategic Standing Committee on 13 November 2017 included (\$533,500) instead of (\$467,500). This figure was adjusted by \$66,000 to incorporate some inadvertently missed budget lines in Quarter One Budget Review report.				

The original adopted 2017/2018 Annual Business Plan and Budget included:

- An operating surplus of \$323,000
- Net capital expenditure (Capex) \$6,883,000

The 2017/2018 Quarter Two Budget Review has resulted in the following changes to the budget position:

- An operating deficit of (\$1,046,000)
- Net Capex \$8,353,000

Note: The material increase in capital expenditure is due to:

- \$1,314,000 Capex carried forward from 2016/2017; and
- \$156,000 to bring to account Carinya Gardens Cemetery.

Commentary on Quarter Two Budget Review for 2017/2018

The material changes as at quarter two budget review are:

1. Inclusion of the Carinya Gardens Cemetery (the 'Cemetery') operating and capital activities. Previously, the Cemetery was not included as part of Council's annual budget. Due to the discontinuation to report the Mount Gambier Cemetery Trust as a separate trust as at 20 June 2017, budget estimates for the Cemetery are now included in the Council's operations and treated similarly to any other function of Council. Key facts relating to the inclusion of the Cemetery budget include:

Activity	\$'000	Description
Operating Revenue	742	Includes Burial, Chapel, Cremation, Plaques/Materials, Reservations/Leasing income
Operating Expenditure	(632)	Building costs, Employee costs, Training & Development, Finance costs, General operating, Utilities, Statutory expenses
Capital Expenditure	156	Machinery Shed, Lowering Devise, Safety fence and trailer, Family allotments, Air-conditioner, Waterfall area upgrade
Net Operating Surplus	110	Operating revenue minus operating expenditure
Net Cash Surplus	(46)	Includes capital expenditure

2. The Commonwealth Financial Assistance Grants (FAGs), distributed via the SA Government Grants Commission, have been reduced in the 2017/2018 budget to reflect the 50% forward payment actually received in late June of the 2016/2017 financial year, to an amount of \$1,327,882.



The timing of the FAGs payment by the SA Government Grants Commission is outside of Council's control. At this time Council has not received a guarantee or assurance that a forward payment will be received in 2017/2018 for the 2018/2019 financial year. Combined with other minor adjustments a total adjustment of approximately \$1,152,000 is reflected in Quarter Two Budget Review.

Conclusion

The Quarter Two Budget Review forecasts an operating deficit of \$1,046,000 in comparison to the original budget adopted by Council on 5 July 2017 that forecast an operating surplus of \$323,000. This equates to a movement of \$1,369,000 deficit from the adopted original budget to the Quarter Two Budget Review.

Details of these variances are provided in the discussion section of this report where it is noted that the material movement is largely attributable to the SA Government Grant Commission's 50% forward payment received in late June 2017. If this payment would have occurred in 2017/2018 being the financial year the payment relates to, the current Quarter Two Budget Review position would be a \$282,000 surplus.

This budget review allows for the delivery of the 2017/2018 Annual Business Plan as previously adopted by Council on 5 July 2017.

Attachments

[Attachment 1 \(AR18/4787\): Financial Statements BR2 2017/2018](#)



Kahli ROLTON
MANAGEMENT ACCOUNTANT



Jeroen Zwijnenburg
MANAGER FINANCE AND CUSTOMER SERVICE



Pamela LEE
GENERAL MANAGER COUNCIL BUSINESS SERVICES

6 February 2018
KR



5.11. Youth Engagement Strategy

COMMITTEE	Strategic Standing Committee
MEETING DATE:	12 February 2018
REPORT NO.	AR18/4767
RM8 REFERENCE	AF17/263, AF17/506
AUTHOR	Barbara Cernovskis
SUMMARY	The Youth Engagement Strategy delivers one of the key initiatives of the Community Plan - The Futures Paper 2016-2020. Council is asked to receive the Strategy, acknowledge the considerable contribution from the youth in our community and to prioritise recommendations at a further workshop.
COMMUNITY PLAN REFERENCE	Goal 1: Our People
	Goal 2: Our Location
	Goal 3: Our Diverse Economy
	Goal 4: Our Climate, Natural Resources, Arts, Culture and Heritage

REPORT RECOMMENDATION
<p>(a) That Strategic Standing Committee Report No. AR18/4767 titled ‘<i>Youth Engagement Strategy</i>’ as presented to the Strategic Standing Committee on 12 February 2018 be noted.</p> <p>(b) That Council acknowledge the depth of youth engagement, volume of input and willing participation throughout the engagement activities.</p> <p>(c) That the Youth Engagement Strategy be referred to a Council workshop on Tuesday, 27 February 2018.</p>

Moved:

Seconded:



Background

The Youth Engagement Strategy (Attachment 1) is a key initiative of Council's Community Plan - The Futures Paper 2016-2020, and is the first of its kind for Mount Gambier, demonstrating Council's recognition of the important role that young people play in our city. The Strategy will inform Council's decision making process in areas affecting young people and assist in planning and the allocation of resources.

Discussion

City Youth, the City of Mount Gambier Youth Advisory Group, have been actively involved with the development and implementation of the engagement strategy and identifying key stakeholders. In an endeavor to capture the authentic voice of our youth, it was important that the process be informed, driven and reviewed by youth.

Advantageous to the process was the opportunity to have a final year Social Work student from UniSA, Julie Baum undertake a number of engagement sessions focused on Social Exclusion and a visit from South Australia's first Commissioner for Children and Young People, Helen Connolly - both provided input to the Strategy.

As the engagement process progressed some consistent themes emerged. Generally the availability of public space is of high value and regularly used however the decline in commercial offerings is of particular concern. Transport and affordable accessibility also remain a barrier to participation. The high level key issues include:

- Fit for purpose recreational facilities
- Engaging with Public Space
- An accessible, welcoming and engaging CBD for young people
- Creating a sustainable, vibrant and visual Youth culture

Youth want to be able to access high quality Wi-Fi, engage with activities in the CBD and participate in public art projects.

Parallel to the participatory cohort however is a rising level of Youth disengagement, homelessness and couch surfing that has a direct detrimental effect on the wellbeing of our youth and their future. Social stigma associated with area of residence and age has also been named as a barrier to recreation and employment in some instances.

Conclusion

The Youth Engagement Strategy identifies a number of issues that will require considerable focused work in the future to articulate such as recreation strategies and gain a clearer measure on our local issues.

The Youth of Mount Gambier have a strong role to play in our future and implementing outcomes identified in our strategic framework. Delivery of collaborative outcomes with our community, business and education sectors to support youth employment and recreational opportunities will ensure a sustainable approach to building the capacity of our youth and the growth of Mount Gambier.



Attachments

[Attachment 1 \(RM8 Reference.\) AR18/4847: Youth Engagement Strategy](#)

A handwritten signature in black ink, appearing to read 'Cernovskis', written on a light grey background.

Barbara CERNOVSKIS
GENERAL MANAGER COMMUNITY WELLBEING

A handwritten signature in black ink, appearing to read 'Mark McShane', written on a light grey background.

Mark McSHANE
CHIEF EXECUTIVE OFFICER

5 February 2018
BJC



5.12. Culture and Heritage Plan

COMMITTEE	Strategic Standing Committee
MEETING DATE:	12 February 2018
REPORT NO.	AR18/4774
RM8 REFERENCE	AF17/211, AF17/506
AUTHOR	Barbara Cernovskis
SUMMARY	The Culture and Heritage Plan delivers one of the key initiatives of the Community Plan – The Futures Paper 2016-2020. Council is asked to receive the Plan, acknowledge the considerable contribution from the community and to prioritise recommendations at a further workshop.
COMMUNITY PLAN REFERENCE	Goal 1: Our People
	Goal 2: Our Location
	Goal 3: Our Diverse Economy
	Goal 4: Our Climate, Natural Resources, Arts, Culture and Heritage

REPORT RECOMMENDATION
<p>(a) That Strategic Standing Committee Report No. AR18/4774 titled '<i>Culture and Heritage Plan</i>' as presented to the Strategic Standing Committee on 12 February 2018 be noted.</p> <p>(b) That Council acknowledge the extensive community input, feedback, active contribution and involvement throughout the engagement activities undertaken.</p> <p>(c) That the Culture and Heritage Plan be referred to a Council workshop on Tuesday, 27 February 2018.</p>

Moved:

Seconded:



Background

A key initiative of Council's Community Plan – The Futures Paper 2016-2020, is to develop a Cultural Plan for the City of Mount Gambier. Under the guidance of Artistic Director Rachel Healy, Council embarked on the journey to unpack and explore cultural values and aspirations with the community of Mount Gambier to develop a Culture and Heritage Plan.

Discussion

The decision to develop a Culture and Heritage Plan was to:

- Create a coherent framework that emerges from the Council's broader organisational and strategic vision and that will augment and support other organisational policies, strategies and plans;
- Re-examine long-standing cultural priorities and activities to test their ongoing relevancy and appropriateness and ensure resources are directed to the areas of highest priority;
- Embed connections with the cultural sector and community to ensure City-wide ownership of the Plan and its development;
- Optimise the media, business and community engagement opportunities created through the development of the Plan;
- Create a series of measures (including economic dividends) that test the effectiveness and relevance of the Plan over its lifetime.

A series of engagement activities were delivered across a period of four months to ensure broad engagement across each stakeholder group. At the conclusion of the engagement process a number of key themes became evident:

- Our community value and are committed to the preservation and celebration of our natural, cultural and heritage assets
- There is a hunger to increase year-round engagement and participation in a breadth of cultural activity
- Identify and celebrate what makes us unique
- There is a lack of fit for purpose creative spaces, performance venues and cultural infrastructure
- The strong connection an active CBD has to our community psyche

The Culture and Heritage Plan has captured the vision, the values and the definition of what a culturally active city means for the community Mount Gambier.

An important inclusion in the report is a draft evaluation framework designed to support the implementation of the Culture and Heritage Plan. The Council has taken a proactive step to lead economic, tourism, culture and heritage development for our community. The challenge for these areas is how we measure a tangible return on our investment, particularly given that the return on investment does not rest solely with Council. Council as an organization is unique, the benefit of any success will be shared with the broader community and due to this complexity it is advised that a measurement strategy be agreed from the outset.



Conclusion

The implementation of the Culture and Heritage Plan touches all spectrums of our community and the level of success experienced will be subject to the quality of collaborative approaches that Council, the community, business and education sectors are able to achieve.

Attachments

[Attachment 1 \(RM8 Reference.\): AR18/4851 City of Mount Gambier Culture and Heritage Plan](#)



Barbara CERNOVSKIS
GENERAL MANAGER COMMUNITY WELLBEING



Mark McSHANE
CHIEF EXECUTIVE OFFICER

5 February 2018
BJC



6. MOTIONS

6.1. With Notice

Nil Submitted

6.2. Without Notice

Meeting closed at p.m.

AR18/3137



7. REPORT ATTACHMENTS



REVIEW OF CONFIDENTIALITY ORDERS – FEBRUARY 2018

	Council Meeting Date	Source Meeting	Subject	S90(3) Grounds	Confidential Element	Duration
(i)	18/06/2013	Corporate and Community Services Committee	SOCIAL, CULTURAL AND COMMUNITY SERVICES - Committees - City of Mount Gambier Junior Sports Assistance Fund (Section 41) Committee - Minutes of Meeting held 22nd May, 2013 – Ref. AF11/725	(a)	Retain all information concerning the personal and financial affairs and identify of donation recipients. All other information to be released.	On-going
(ii)	17/12/2013	City of Mount Gambier Junior Sports Fund Assistance Committee	ROTARY CLUB OF MOUNT GAMBIER LAKES - Donations to Financially Disadvantaged Junior Sportspeople	(a)	All information, details concerning the personal, financial circumstances and identity of each nominee	On-going, to be reviewed annually in accordance with the provisions of the Local Government Act
(iii)	17/12/2013	City of Mount Gambier Junior Sports Fund Assistance Committee	COMMERCIAL CLUB INC. - Donation to exceptional junior sportsperson	(a)	All information, details concerning the personal circumstances and identity of each nominee	On-going, to be reviewed annually in accordance with the provisions of the Local Government Act
(iv)	15/04/2014	City of Mount Gambier Junior Sports Fund Assistance Committee	GOVERNANCE – Committees – City of Mount Gambier Junior Sports Assistance Fund (Section 41) - Minutes of Meeting held 2nd April, 2014 – Ref. AF11/725	(a)	All information, details concerning the personal, financial circumstances and identity of each nominee	On-going, to be reviewed annually in accordance with the provisions of the Local Government Act
(v)	18-Aug-15	Operational Services Committee	PROPERTY MANAGEMENT - Railway Lands - Expression of Interest - Occupation and Use of Old Railway Station Building	(b)	All details	Until a contractual arrangement has been entered into with a respondent(s), to be reviewed in 12 months in accordance with S91(9)

REVIEW OF CONFIDENTIALITY ORDERS – FEBRUARY 2018

(vi)	18-Aug-15	Operational Services Committee	PROPERTY MANAGEMENT - Railway Lands - Expression of Interest - Management of Community Markets	(b)	All details	Until a contractual arrangement has been entered into with a respondent(s), to be reviewed in 12 months in accordance with S91(9)
(vii)	16-Feb-16	Corporate and Community Services Committee	CORPORATE AND COMMUNITY SERVICES REPORT NO. 14/2016 – Frew Park Ambulance Station Development - Ref. AF16/11	(d)	CCS Report 14/2016 (attachments 1 & 2)	Until the details contained in Attachments 1 & 2 to CCS Report 14/2016 have been made publicly available by the respective proponents.
(viii)	15-Mar-16	Operational Services Committee	DEVELOPMENT CONTROL - Regulating – District Centre Zone Development Plan Amendment - City of Mount Gambier Development Plan - Ref. AF16/69	(m)	All Details	Until Public Consultation Commences
(ix)	21-Feb-17	Operational Services Committee	OPERATIONAL SERVICES REPORT NO. 2/2017 - Legal Action - 211 Wehl Street North, Mount Gambier - Mr K Pearson (Amberich Pty Ltd) - Ref. AF12/113	(g) (h)	All details	13 months or until the matter is resolved, whichever is the later
(x)	21-Feb-17	Operational Services Committee	Item 13 - DEVELOPMENT CONTROL - Illegal Development - Operation of a Storage Yard - Ref. AF11/304	(a) (i)	All Details	Until the matter is resolved or abandoned, to be reviewed at least once in every year

REVIEW OF CONFIDENTIALITY ORDERS – FEBRUARY 2018

(xi)	21-Feb-17	Operational Services Committee	Item 16 - DEVELOPMENT CONTROL - Illegal Development - Operation of a Storage Yard - Ref. AF11/304	(a) (i)	All Details	Until the matter is resolved or abandoned, to be reviewed at least once in every year
(xii)	18-Apr-17	Corporate & Community Services Committee	Item 8 - SALE OF LAND FOR NON PAYMENT OF RATES - Notice of Intention to Sell Land for Non-Payment of Council Rates - Ref. AF17/69	(a)	All Details	Until the earlier of - public notice or public announcement of the "Sale of Land for non payment of Rates" has been given in accordance with the Section 184 of the LGA and associated processes;
(xiii)	18-Apr-17	Corporate & Community Services Committee	Item 11 - SALE OF LAND FOR NON PAYMENT OF RATES - Notice of Intention to sell land for non-payment of rates - Subject AF17/71	(a)	All Details	Until the earlier of - public notice or public announcement of the "Sale of Land for non payment of Rates" has been given in accordance with the Section 184 of the LGA and associated processes;
(xiv)	18-Apr-17	Council	COUNCIL ITEM 1 - CEO REPORT ON CONFIDENTIAL MATTERS - Ref. AF11/1894	(g)	All details (including report, tabled attachment, discussion and resolution)	Ongoing; To be reviewed at least once in every year "



PERMITS AND PENALTIES BY-LAW 2018

By-law No. 1 of 2018

A By-law to create a permit system for Council By-laws, to fix maximum and continuing penalties for offences, and to clarify the construction of Council By-laws.

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PART 1 PRELIMINARY

1. Title

This By-law may be cited as the *Permits and Penalties By-law 2018* and is By-law No. 1 of the City of Mount Gambier.

2. Authorising law

This By-law is made under section 246 of the Act.

3. Purpose

The objectives of this By-law are to provide for the good rule and government of the Council area, and for the convenience, comfort and safety of its inhabitants by:

- 3.1 creating a permit system for Council By-laws;
- 3.2 providing for the enforcement of breaches of Council By-laws and fixing penalties; and
- 3.3 clarifying the construction of Council By-laws.

4. Commencement, revocation and expiry

4.1 The following By-laws previously made by the Council are revoked from the day on which this By-law comes into operation¹:

By-Law No.1 – Permits And Penalties 2010.²

4.2 This By-law will expire on 1st January 2026.³

Note

1. Generally a By-law comes into operation 4 months after the day on which it is gazetted: section 249(5) of the Act.
2. Section 253 of the Act provides that the revocation of a By-law by another By-law that contains substantially the same provisions, does not affect certain resolutions such as those applying a By-law to a part or parts of the Council area.
3. Pursuant to section 251 of the Act, a By-law will expire on 1 January following the seventh anniversary of the gazettal of the By-law.

5. Application

This By-law applies throughout the Council's area.

6. Interpretation

In this By-law, unless the contrary intention appears;

- 6.1 **Act** means the *Local Government Act 1999*;
- 6.2 **Council** means the City of Mount Gambier; and
- 6.3 **person** includes a natural person, a body corporate or an incorporated association or an unincorporated association.

Note

Section 14 of the Acts *Interpretation Act 1915* provides that an expression used in this By-law has, unless the contrary intention appears, the same meaning as in the Act.

7. Construction of By-laws generally

- 7.1 Every By-law of the Council is subject to any Act of Parliament and Regulations made thereunder.
- 7.2 In any By-law of the Council, unless the contrary intention appears **permission** means permission of the Council, or such other person as the Council may authorise, granted in writing (including by way of the Council adopting a policy that applies generally for this purpose) prior to the act, event or activity to which it relates.

PART 2 – PERMITS AND PENALTIES

8. Permits

- 8.1 Where a By-law requires that permission be obtained any person seeking the grant of permission must submit a written application to the Council in the form (if any) and accompanied by the fee (if any) prescribed by the Council.
- 8.2 The Council (or such other person as the Council may authorise) may attach such conditions as it thinks fit to a grant of permission, and may vary or revoke such conditions or impose new conditions by notice in writing to the person granted permission.
- 8.3 A person granted permission must comply with every such condition. Failure to do so is an offence (to the extent that it gives rise to a contravention of a By-law).
- 8.4 The Council (or such other person authorised by the Council) may suspend or revoke a grant of permission at any time by notice in writing to the person granted permission.

9. Offences and Penalties

- 9.1 A person who commits a breach of any By-law of the Council is guilty of an offence and may be liable to pay:
- 9.1.1 a maximum penalty being the maximum penalty referred to in the Act that may be fixed by a By-law for any breach of a By-law; or
- 9.1.2 Subject to any resolution of the Council to the contrary, the expiation fee that is fixed for an alleged offence against the Council's By-laws is 25% of the maximum fine for the offence to which it relates.
- 9.2 A person who commits a breach of a By-law of the Council of a continuing nature is guilty of an offence and, in addition to any other penalty that may be imposed, is liable to a further penalty for every day on which the offence continues, such penalty being the maximum amount referred to in the Act that may be fixed by a By-law for a breach of a By-law of a continuing nature

Note-

The maximum penalty for a breach of a By-law is currently \$750.00, and the maximum penalty for every day in which a breach of a continuing nature continues is currently \$50.00 – see section 246(3)(g) of the Act.

Pursuant to section 246(5) of the Act expiation fees may be fixed for alleged offences against by-laws either by a by-law or by resolution of the Council. However, an expiation fee fixed by the Council cannot exceed 25 per cent of the maximum penalty for the offence to which it relates.

This By-law was duly made and passed at a meeting of the City of Mount Gambier held on **DATE 2018** by an absolute majority of the members for the time being constituting the Council, there being at least two thirds of the members present.

.....
MARK MCSHANE
Chief Executive Officer

CONSULTATION DRAFT



LOCAL GOVERNMENT LAND BY-LAW 2018

By-law No. 2 of 2018

A By-law to manage and regulate the access to and use of Local Government land (other than roads), and certain public places.

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PART 1 – PRELIMINARY

1. Title

This By-law may be cited as the *Local Government Land By-law 2018* and is By-law No. 2 of the City of Mount Gambier.

2. Authorising law

This By-law is made under sections 238 and 246 of the Act and section 18A of the *Harbors and Navigation Act 1993*.

3. Purpose

The objectives of this By-law are to regulate access to and use of Local Government land (other than roads), and certain public places:

- 3.1 to prevent and mitigate nuisances;
- 3.2 to prevent damage to Local Government land;
- 3.3 to protect the convenience, comfort and safety of members of the public;
- 3.4 to enhance the amenity of the Council's area; and
- 3.5 for the good rule and government of the Council's area.

4. Commencement, revocation and expiry

4.1 The following By-laws previously made by the Council are revoked from the day on which this By-law comes into operation¹:

4.1.1 By-law No. 2 – Local Government Land 2010.²

4.2 This By-law will expire on 1 January 2026.³

Note

1. Generally a By-law comes into operation 4 months after the day on which it is gazetted: section 249(5) of the Act.
2. Section 253 of the Act provides that the revocation of a By-law by another By-law that contains substantially the same provisions, does not affect certain resolutions such as those applying a By-law to a part or parts of the Council area.
3. Pursuant to section 251 of the Act, a By-law will expire on 1 January following the seventh anniversary of the gazettal of the By-law.

5. Application

- 5.1 This By-law operates subject to the Council's *Permits and Penalties By-law 2018*.
- 5.2 Subject to subclauses 5.3 and 5.4, this By-law applies throughout the Council area.
- 5.3 Subclauses 9.3, 9.5.4, 9.9.1, 9.9.5, 9.21.2, 9.25.1, 9.25.3-9.25.5, 9.28.3, 9.38.1, 10.3 and 10.9 of this By-law only apply in such part or parts of the Council area as the Council may, by resolution direct in accordance with section 246(3)(e) of the Act.

- 5.4 Subclauses 9.9.3, 9.10.2, 9.14.1, 9.14.2(b), 9.25.6 and 9.34.1 of this By-law apply throughout the Council area except in such parts of the Council area as the Council may by resolution direct in accordance with section 246(3)(e) of the Act.

6. Interpretation

In this By-law, unless the contrary intention appears:

- 6.1 **Act** means the *Local Government Act 1999*;
- 6.2 **animal** includes birds and insects but does not include a dog;
- 6.3 **authorised person** is a person appointed by the Council as an authorised person under section 260 of the Act;
- 6.4 **boat** includes a raft, pontoon, houseboat, personal watercraft or other similar device;
- 6.5 **boat ramp** means a facility constructed, maintained and operated for the launching and retrieval of a boat;
- 6.6 **camp** includes setting up a camp, or causing a tent, swag and/or similar bedding, a caravan or motor home to remain on the land for the purpose of staying overnight, whether or not any person is in attendance or sleeps on the land;
- 6.7 **Council** means City of Mount Gambier;
- 6.8 **electoral matter** has the same meaning as in the *Electoral Act 1985* provided that such electoral matter is not capable of causing physical damage or injury to any person within its immediate vicinity;
- 6.9 **effective control** means a person exercising effective control of an animal either:
- 6.9.1 by means of a physical restraint; or
 - 6.9.2 by command, the animal being in close proximity to the person and the person being able to see the animal at all times;
- 6.10 **emergency worker** has the same meaning as in the *Road Traffic (Road Rules Ancillary and Miscellaneous Provisions) Regulations 2014*;
- 6.11 **foreshore** means land (regardless of whether or not it is Local Government land) extending from the edge of any navigable waterway or body of water in the Council's area to the nearest road or section boundary or for a distance of 50 metres (whichever is the lesser);
- 6.12 **funeral ceremony** means a ceremony only (i.e. a memorial service) and does not include a burial;
- 6.13 **liquor** has the same meaning as in the *Liquor Licensing Act 1997*;
- 6.14 **Local Government land** means all land owned by the Council or under the Council's care, control and management (except roads);
- 6.15 **offensive** includes threatening, abusive, insulting or annoying behaviour and offend has a complementary meaning;

- 6.16 **open container** means a container which after the contents of the container have been sealed at the time of manufacture
- 6.16.1 being a bottle, it has had its cap, cork or top removed (whether or not it has since been replaced);
 - 6.16.2 being a can, it has been opened or punctured;
 - 6.16.3 being a cask, it has had its tap placed in a position to allow it to be used
 - 6.16.4 being any other form of container, it has been opened, broken, punctured or manipulated in such a way as to allow access to its contents; or
 - 6.16.5 is a flask, glass, mug or other container able to contain liquid.
- 6.17 **personal watercraft means** a device that –
- 6.17.1 is propelled by a motor; and
 - 6.17.2 has a fully enclosed hull; and
 - 6.17.3 is designed not to retain water if capsized; and
 - 6.17.4 is designed to be operated by a person who sits astride, stands, or kneels on the device
- and includes the device commonly referred to as a jet ski;
- 6.18 **skate facility** means an area that has been established and/or set aside by the Council for wheeled recreational devices.
- 6.19 **tobacco product** has the same meaning as in the *Tobacco Products Regulation Act 1997*;
- 6.20 **vehicle** has the same meaning as in the *Road Traffic Act 1961*;
- 6.21 **waters** mean a body of water (including a pond, lake, river, creek or wetlands) under the care, control and management of the Council but does not include ocean waters; and
- 6.22 **wheeled recreational device** has the same meaning as in the *Road Traffic Act 1961*.

Note-

Section 14 of the Acts *Interpretation Act 1915* provides that an expression used in a By-law has, unless the contrary intention appears, the same meaning as in the Acts under which the By-law was made.

PART 2 – ACCESS TO LOCAL GOVERNMENT LAND

7. Access

Note-

Pursuant to section 238(3) of the Act, if a Council makes a By-law about access to or use of a particular piece of Local Government land (under section 238), the Council should erect a sign in a prominent position on, or in the immediate vicinity of, the land to which the By-law applies.

The Council may:

- 7.1 close, or regulate or restrict access to, any part of Local Government land to the public for specified times and days; and
- 7.2 fix charges or fees payable for entry onto any part of Local Government land.

8. Closed lands

A person must not without permission, enter or remain on any Local Government land:

- 8.1 which has been closed, or in respect of which access by the public is regulated or restricted in accordance with subclause 7.1;
- 8.2 where entry fees or charges are payable, without paying those fees or charges; or
- 8.3 where the land has been enclosed by fences and/or walls and gates that have been closed and locked.

PART 3 – USE OF LOCAL GOVERNMENT LAND

9. Activities requiring permission

Note

Pursuant to section 238(3) of the Act, if a Council makes a By-law about access to or use of a particular piece of Local Government land (under section 238), the Council should erect a sign in a prominent position on, or in the immediate vicinity of, the land to which the By-law applies.

A person must not without the permission of the Council, do any of the following on Local Government land or, where stated, the foreshore.

9.1 *Advertising*

Display paint or erect, or cause to be displayed, painted or erected, on Local Government Land or a structure, building or fixture on Local Government Land any sign, advertising or hoarding for the purpose of commercial advertising or any other purpose

9.2 *Aircraft*

Subject to the *Civil Aviation Act 1988*, land any aircraft on, or take off any aircraft from the land.

9.3 *Alcohol*

Consume, carry or be in possession or in charge of any liquor on Local Government land comprising parks or reserves to which the Council has determined this paragraph applies.

9.4 *Amplification*

Use an amplifier or other mechanical or electrical device for the purpose of amplifying or broadcasting sound to an audience.

9.5 *Animals*

9.5.1 Cause or allow an animal to stray onto, move over, graze or be left unattended.

9.5.2 Cause or allow an animal to enter, swim, bathe or remain in any waters.

9.5.3 Lead, herd, ride or exercise an animal, except where the Council has set aside a track or other area for use by or in connection with an animal of that kind, and provided that the animal or animals are under effective control.

9.5.4 cause or allow any horse to be or remain on Local Government land to which the Council has determined this clause applies.

9.6 *Annoyance*

Do anything likely to offend or unreasonably interfere with any other person:

9.6.1 using that land; or

9.6.2 occupying nearby premises, by making a noise or creating a disturbance.

9.7 *Attachments*

Subject to subclause 9.1, attach, hang or fix or cause to be attached, hung or fixed, anything to a tree, plant, equipment, fence, post, structure or fixture on Local Government land.

9.8 *Bees*

Place a hive of bees on such land, or allow it to remain thereon.

9.9 *Boats & Mooring*

Subject to the provisions of the *Harbors and Navigation Act 1993* and the *Marine Safety (Domestic Commercial Vessel) National Law*:

9.9.1 launch or retrieve a boat from or onto any Local Government land or foreshore to which the Council has determined this subclause applies;

9.9.2 launch or retrieve a boat other than from a boat ramp constructed for that purpose;

9.9.3 propel, float or otherwise use a boat on or in any waters except:

(a) in any area to which the Council has determined this subclause applies; and

(b) in accordance with any conditions that the Council may have determined by resolution apply to that use.

9.9.4 hire out a boat or otherwise use a boat for commercial purposes;

9.9.5 moor any boat on or to Local Government land to which the Council has determined this subclause applies; or

9.9.6 moor any boat on or to Local Government land other than in accordance with such time limits and other conditions determined by resolution of the Council and contained in any signage erected thereon.

9.10 *Boat Ramps*

9.10.1 Allow any vehicle or boat to remain stationary on any boat ramp longer than is necessary to launch or retrieve a boat.

9.10.2 Launch or retrieve a boat (or boat of a specified class) from or on to any boat ramp on the foreshore or on Local Government land except:

- a) onto any foreshore or Local Government land determined by the Council; and
- b) other than in accordance with the conditions determined by the Council, including any conditions specified on a sign displayed on or in the vicinity of the boat ramp.

9.11 *Bridge Jumping*

Jump or dive from a bridge on Local Government land.

9.12 *Buildings*

Use a building, or structure on Local Government land for a purpose other than its intended purpose.

9.13 *Burials and Memorials*

9.13.1 Bury, inter or spread the ashes of any human or animal remains.

9.13.2 Erect any memorial.

9.14 *Camping and Tents*

9.14.1 Erect a tent, booth, marquee or other structure of calico, canvas, plastic or similar material except for on any Local Government land determined by the Council.

9.14.2 Subject to clause 9.14.1, camp or sleep overnight except:

- a) in a caravan park on Local Government land, the proprietor of which has been given permission to operate the caravan park on that land; or
- b) other than in an area which has been designated by resolution of the Council for that purpose and only then, in accordance with such time limits and other conditions determined by resolution of the Council and contained in any signage erected thereon.

9.15 *Canvassing*

Subject to subclause 14.2, convey any advertising, religious or other message to any bystander, passer-by or other.

9.16 *Defacing Property*

Deface, remove, paint, spray, write upon, cut names, letters or make marks on any tree, rock, gate, fence, object, monument, building, sign, bridge or property of the Council.

9.17 *Distribution*

Subject to subclause 14.2 and the *Local Nuisance and Litter Control Act 2016*, place on a vehicle (without the consent of the owner of the vehicle), or give out or distribute any book, leaflet or other printed matter to any bystander, passer-by or other person.

9.18 *Donations*

Ask for or receive or indicate that he or she desires a donation of money or any other thing.

9.19 *Entertainment and Busking*

9.19.1 Sing, busk or play a recording or use a musical instrument for the apparent purpose of either entertaining others or receiving money.

9.19.2 Conduct or hold a concert, festival, show, public gathering, circus, meeting, performance or any other similar activity.

9.20 *Equipment*

Use an item of equipment, facilities or property belonging to the Council if that person is of or over the age indicated by a sign or notice as the age limit for using such equipment, facility or property.

9.21 *Fires and Barbeques*

9.21.1 Subject to the *Fire and Emergency Services Act 2005* light a fire except:

- c) in a place provided by the Council for that purpose; or
- d) in a portable barbeque, as long as the barbeque is used in an area that is clear of flammable material for a distance of at least four (4) metres.

9.21.2 Light or maintain any barbeque, gas light or gas stove on Local Government land to which the Council has determined this clause applies.

9.22 *Fireworks*

Ignite or discharge any fireworks.

9.23 *Flora and Fauna*

Subject to the *Native Vegetation Act 1991* and the *National Parks and Wildlife Act 1972* (where applicable):

- 9.23.1 plant, damage, pick, cut, disturb, interfere with or remove any plant, tree or flower thereon;
- 9.23.2 cause or allow an animal to stand or walk on any flower bed or garden plot;
- 9.23.3 deposit, dig, damage, disturb, interfere with or remove any soil, stone, wood, clay, gravel, pebbles, timber, bark or any part of the land;
- 9.23.4 take, interfere with, tease, harm or disturb any animal, bird or marine creature or the eggs or young of any animal, bird or marine creature;
- 9.23.5 pick, collect, take, interfere with or disturb any fruit, nuts, berries or native seeds;
- 9.23.6 disturb, interfere with or damage any burrow, nest or habitat of any animal or bird;
- 9.23.7 use, possess or have control of any device for the purpose of killing or capturing any animal, bird or marine creature;
- 9.23.8 burn any timber or dead wood; or
- 9.23.9 feed any animal on any Local Government land to which Council has determined this clause applies -

with the exception that subclauses 9.23.4 and 9.23.7 do not apply to lawful fishing activities.

9.24 *Foreshore*

On Local Government land comprising the foreshore:

- 9.24.1 Drive or propel a vehicle onto or from the foreshore other than by a ramp or thoroughfare constructed or set aside by the Council for that purpose.
- 9.24.2 Drive or propel a vehicle on the foreshore except on an area or road that is constructed or set aside by the Council for that purpose.
- 9.24.3 Hire out a boat on or from the foreshore.

9.25 *Games and Sport*

- 9.25.1 Participate in, promote or organise any organised competition or sport, as distinct from organised social play on Local Government land to which the Council has resolved this subclause applies.
- 9.25.2 Play or practise any game which involves kicking, hitting or throwing a ball or other object on Local Government land which may cause or be likely to cause injury or discomfort to a person being on or in the vicinity of that land or detract from or be likely to detract from another person's lawful use and enjoyment of that land.
- 9.25.3 Engage or participate in or conduct any organised group fitness activity or training on Local Government land to which the Council has resolved this subclause applies.

- 9.25.4 Play or practice any game which involves kicking, hitting or throwing a ball on Local Government land to which Council has determined this clause applies.
- 9.25.5 Subject to this subclause 9.25, play or practice a game or sport on Local Government land to which the Council has resolved this subclause applies except at the times determined by the Council and indicated on a sign on or in the vicinity of the land.
- 9.25.6 Play, take part in or practise golf, hang gliding, scuba or hookah diving, except in any area determined by the Council and only then, in accordance with any conditions determined by the Council that apply to such activity and are contained in signage on or near the land.

9.26 *Marine Life*

Introduce any marine life to any waters located on Local Government land.

9.27 *Interference with Land*

Interfere with, alter or damage the land (including a building, structure or fixture located on the land) including:

- 9.27.1 altering the construction or arrangement of the land to permit or facilitate access from an adjacent property;
- 9.27.2 erecting or installing a structure in, on, across, under or over the land;
- 9.27.3 changing or interfering with the construction, arrangement of materials on the land;
- 9.27.4 planting a tree or other vegetation on the land, interfering with the vegetation on the land or removing vegetation from the land; or
- 9.27.5 otherwise use the land in a manner contrary to the purpose for which the land was designed to be used.

9.28 *Model Aircraft, Boats and Cars*

Subject to the *Civil Aviation Safety Regulations 1998*:

- 9.28.1 Fly or operate a model or drone aircraft, boat or model or remote control vehicle in a manner which may cause or be likely to cause injury or discomfort to a person being on or in the vicinity of the land or detract from or be likely to detract from another person's lawful use of and enjoyment of the land.
- 9.28.2 Fly or operate a model or drone aircraft, boat or model or remote control vehicle on any Local Government Land to which the Council has resolved this subclause applies.

9.29 *Overhanging Articles or Displaying Personal Items*

Suspend or hang an article or object from a building, verandah, pergola, post or other structure on Local Government land where it might present a nuisance or danger to a person using the land or be of an unsightly nature.

9.30 *Playing Area*

Use or occupy a playing area:

- 9.30.1 in such a manner as to damage or be likely to damage the surface of the playing area or infrastructure (above and under ground level);
- 9.30.2 in a manner contrary to the purpose for which the playing area was intended to be used or occupied; or
- 9.30.3 contrary to directions of the Council made by resolution and indicated on a sign displayed adjacent to the playing area.

9.31 *Pontoons*

Install or maintain a pontoon or jetty or similar structure in any waters.

9.32 *Preaching*

Preach, harangue or solicit for religious purposes.

9.33 *Ropes*

Place a buoy, cable, chain, hawser, rope or net in or across any waters.

9.34 *Swimming*

Subject to the provisions of the *Harbors and Navigation Act 1993* enter, swim or bathe in any waters on Local Government land except:

- 9.34.1 in an area which the Council has designated and set aside for such purposes; and
- 9.34.2 in accordance with any conditions that the Council may have determined by resolution apply to such use that are exhibited on any signage on land adjoining the body of water.

9.35 *Trading*

- 9.35.1 Sell, buy, offer or display anything for sale or hire or lease any goods, merchandise, commodity, article or thing.
- 9.35.2 Carry on any business or promote or advertise the same.
- 9.35.3 Set up a van or other vehicle, stall, stand, table or other structure, tray, carpet or device for the apparent purpose of buying, selling, offering, displaying or exposing for sale or the hiring or leasing of any goods, merchandise, commodity, article, service or thing.

9.36 *Vehicles*

- 9.36.1 Drive or propel a vehicle except on an area or road constructed and set aside by the Council for that purpose, unless for the purpose of attending to stock or in the case of a genuine emergency.

- 9.36.2 Promote, organise or take part in a race, test or trial of any kind in which vehicles take part, except on an area properly constructed for that purpose.
- 9.36.3 Repair, wash, paint, panel beat or carry out other work to a vehicle, except for running repairs in the case of a breakdown.

9.37 *Weddings, Functions and Special Events*

- 9.37.1 Hold, conduct or participate in a marriage ceremony, funeral service or special event.
- 9.37.2 Erect a marquee, stage or structure for the purpose of holding or conducting a wedding, funeral service or special event.
- 9.37.3 Hold or conduct any filming where the filming is for a commercial purpose.

9.38 *Wheeled Recreational Devices*

- 9.38.1 Subject to the *Road Traffic Act 1961*, ride a wheeled recreational device on Local Government land to which the Council has determined this subclause applies.
- 9.38.2 Use a skate facility other than in accordance with any condition determined by resolution of the Council and contained in any signage displayed at the facility.

10. **Prohibited activities**

A person must not do any of the following on Local Government land.

10.1 *Animals*

- 10.1.1 Cause or allow any animal to enter, swim, bathe or remain in any waters to the inconvenience, annoyance or danger of any other person.
- 10.1.2 Cause or allow an animal to damage a flowerbed, garden plot, tree, lawn or like thing or place or to pollute any waters:
- 10.1.3 Lead, herd or exercise an animal in such manner as to cause a nuisance or endanger the safety of a person.

10.2 *Equipment*

Use any item of equipment, facilities or property belonging to the Council other than in the manner and for the purpose for which it was designed, constructed or intended to be used or in such manner as is likely to damage or destroy it.

10.3 *Fishing*

Fish in any waters to which the Council has determined this subclause applies.

10.4 *Glass*

Willfully break any glass, china or other brittle material.

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10.5 *Interference with Permitted Use*

Disrupt or unreasonably interfere with any other person's use of Local Government land where the person is using the land in a manner permitted by the Council or in accordance with any permission that has been granted by the Council.

10.6 *Nuisance*

Behave in such an unreasonable manner so as to cause discomfort, inconvenience, annoyance or offence to any other person including by using profane, indecent or obscene language.

10.7 *Playing games*

Play or practise a game:

10.7.1 which is likely to cause damage to the land or anything on it; or

10.7.2 in any area where a sign indicates that the game is prohibited.

10.8 *Rubbish dumps*

10.8.1 Interfere with, remove or take away any rubbish that has been discarded at any rubbish dump, landfill area, waste transfer centre or recycling centre located on Local Government land.

10.8.2 Deposit in a receptacle any rubbish emanating from domestic or trade purposes, unless designated by a sign or signs.

10.9 *Smoking*

Subject to the *Tobacco Products Regulation Act 1997*, hold or otherwise have control over an ignited tobacco product on any land to which the Council has determined this subclause applies.

10.10 *Solicitation*

Tout or solicit customers for the parking of vehicles or for any other purpose whatsoever.

10.11 *Throwing objects*

Throw, roll, project or discharge a stone, substance or other missile, excluding sport and recreational equipment designed to be used in that way, in a manner which will cause or be likely to cause injury to any person or property.

10.12 *Toilets*

In any public convenience on Local Government land:

10.12.1 urinate other than in a urinal or pan or defecate other than in a pan set apart for that purpose;

10.12.2 deposit anything in a pan, urinal or drain which is likely to cause a blockage;

10.12.3 use it for a purpose for which it was not designed or constructed;

10.12.4 enter a toilet that is set aside for use of the opposite gender except:

- (a) where a child under the age of eight years is accompanied by a parent or adult guardian of that gender;
- (b) to provide assistance to a person with a disability; or
- (c) in the case of a genuine emergency.

10.13 *Waste*

Deposit or leave thereon anything obnoxious or offensive

PART 4 - ENFORCEMENT

11. Directions

11.1 A person on Local Government land must comply with a reasonable direction from an authorised person relating to:

- 11.1.1 that person's use of the land;
- 11.1.2 that person's conduct and behaviour on the land;
- 11.1.3 that person's safety on the land; or
- 11.1.4 the safety and enjoyment of other persons on the land.

11.2 A person who, in the opinion of an authorised person, is likely to commit or has committed, a breach of this By-law must immediately comply with a direction of an authorised person to leave that part of Local Government land.

12. Orders

If a person fails to comply with an order of an authorised person made pursuant to section 262 of the Act in respect of a breach of this By-law, the Council may seek to recover its costs of any action taken under section 262(3) of the Act from the person to whom the order was directed.

Note

Section 262(1) of the Act states:

- 1) *If a person (the offender) engages in conduct that is a contravention of this Act or a By-law under this Act, an authorised person may order the offender-*
 - (a) *if the conduct is still continuing - to stop the conduct; and*
 - (b) *whether or not the conduct is still continuing - to take specified action to remedy the contravention.*

Subsections (2) and (3) of section 262 also provide that it is an offence to fail to comply with an order and that if a person does not comply, the authorised person may take action reasonably required to have the order carried out. For example, an authorised person may order a person to:

- cease smoking on Local Government land;
- remove an object or structure encroaching on Local Government land;
- dismantle and remove a structure erected on Local Government land without permission.

13. Removal of Animals and Objects

An authorised person may remove an animal or object that is on Local Government land in breach of a By-law if no person is in charge of, or apparently in charge of, the animal or object.

PART 5 - MISCELLANEOUS

14. Exemptions

- 14.1 The restrictions in this By-law do not apply to a police officer, emergency worker, Council officer or employee acting in the course and within the scope of that person's normal duties, or to a contractor while performing work for the Council and while acting under the supervision of or in accordance with a direction from a Council officer.
- 14.2 The restrictions in subclauses 9.15 and 9.17 of this By-law do not apply to electoral matter authorised by a candidate and which is:
 - 14.2.1 related to a Commonwealth or State election and occurs during the period commencing on the issue of the writ or writs for the election and ending at the close of polls on polling day; or
 - 14.2.2 related to an election under the Act or the *Local Government (Elections) Act 1999* and occurs during the period commencing four weeks immediately before the date that has been set (either by or under either Act) for polling day and ending at the close of voting on polling day; or
 - 14.2.3 related to, and occurs during the course of and for the purpose of a referendum.

15. Liability of vehicle owners

- 15.1 For the purposes of this clause 15, *owner* in relation to a vehicle has the same meaning as contained in section 4 of the Act.
- 15.2 The owner and the driver of a vehicle driven, parked or standing in contravention of this by-law are each guilty of an offence and liable to the penalty as prescribed for that offence.

This By-law was duly made and passed at a meeting of the City of Mount Gambier held on the **DATE** 2018 by an absolute majority of the members for the time being constituting the Council, there being at least two thirds of the members present.

.....
MARK MCSHANE
Chief Executive Officer



ROADS BY-LAW 2018

By-law No. 3 of 2018

A By-law to manage, control and regulate certain activities on roads in the Council's area.

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PART 1– PRELIMINARY

1. Title

This By-law may be cited as the Roads By-law 2018 and is By-law No. 3 of the City of Mount Gambier.

2. Authorising law

This By-law is made under sections 239 and 246 of the Act and regulation 28 of the *Local Government (General) Regulations 2013*.

3. Purpose

The objectives of this By-law are to manage, control and regulate the prescribed uses of roads in the Council's area:

- 3.1 to protect the convenience, comfort and safety of road users and members of the public;
- 3.2 to prevent damage to buildings and structures on roads;
- 3.3 to prevent certain nuisances occurring on roads; and
- 3.4 for the good rule and government of the Council's area.

4. Commencement, revocation and expiry

4.1 The following By-laws previously made by the Council are revoked from the day on which this By-law comes into operation.¹

4.1.1 By-Law No.3- Roads 2010.²

4.2 This By-law will expire on 1 January 2026.³

Note

1. Generally a By-law comes into operation 4 months after the day on which it is gazetted: section 249(5) of the Act.
2. Section 253 of the Act provides that the revocation of a By-law by another By-law that contains substantially the same provisions, does not affect certain resolutions such as those applying a By-law to a part or parts of the Council area.
3. Pursuant to section 251 of the Act, a By-law will expire on 1 January following the seventh anniversary of the gazettal of the By-law.

5. Application

5.1 This By-law operates subject to the Council's *Permits and Penalties By-law 2018*.

5.2 Subject to subclause 5.3, this By-law applies throughout the Council's area.

5.3 Subclause 7.4.2 of this By-law applies throughout the Council's area except in such part or parts of the Council area as the Council may by resolution direct in accordance with section 246(3)(e) of the Act.

6. Interpretation

In this By-law, unless the contrary intention appears:

- 6.1 **Act** means the *Local Government Act 1999*;
- 6.2 **animal** includes birds, insects and poultry but does not include a dog;
- 6.3 **authorised person** is a person appointed by the Council as an authorised person under section 260 of the Act;
- 6.4 **camp** includes setting up a camp, or causing:
- 6.4.1 a tent or other structure of calico, canvas, plastic or other similar material; or
 - 6.4.2 a swag or similar bedding; or
 - 6.4.3 subject to the *Road Traffic Act 1961*, a caravan or motor home;
- to remain on a road for the purpose of staying overnight, whether or not any person is in attendance or sleeps on the road;
- 6.5 **Council** means City of Mount Gambier;
- 6.6 **effective control** means a person exercising effective control of an animal either:
- 6.6.1 by means of a physical restraint; or
 - 6.6.2 by command, the animal being in close proximity to the person and the person being able to see the animal at all times;
- 6.7 **emergency worker** has the same meaning as in the *Road Traffic (Road Rules - Ancillary and Miscellaneous Provisions) Regulations 2014*;
- 6.8 **moveable sign** has the same meaning as in the Act;
- 6.9 **road** has the same meaning as in the Act; and
- 6.10 **vehicle** has the same meaning as in the *Road Traffic Act 1961*.

Note Section 14 of the *Acts Interpretation Act 1915* provides that an expression used in this By-law has, unless the contrary intention appears, the same meaning as in the Acts under which the By-law was made.

PART 2 – USE OF ROADS

7. Activities requiring permission

A person must not do any of the following activities on a road without the permission of the Council.

7.1 Advertising

Display or cause to be displayed on a road or on a structure on a road, any poster, advertising or sign for the purpose of advertising goods or services, other than a moveable sign that is displayed in accordance with the Council's Moveable Signs By-law.

7.2 Amplification

Use an amplifier or other device whether mechanical or electrical for the purpose of amplifying or magnifying sound including for the broadcasting of announcements or advertisements.

7.3 Animals

7.3.1 Cause or allow an animal to stray onto, move over, or graze on a road except where the Council has set aside a track or other area for use by or in connection with an animal of that kind, and provided the animal is under effective control.

7.3.2 Lead, herd, exercise or cause or allow an animal to stray onto or move over any road unless the animal is under effective control.

7.3.3 Lead, herd or exercise an animal in such a manner as to cause a nuisance or endanger the safety of a person.

7.4 Camping and Tents

7.4.1 Subject to this subclause 7.4, erect a tent or other structure of calico, canvas, plastic or other similar material as a place of habitation.

7.4.2 Camp or sleep overnight except:

7.4.2.1 on a road to which the Council has resolved this subclause applies (if any); and

7.4.2.2 in accordance with any conditions determined by the Council and displayed on any signage on or near the road.

7.5 Obstructions

Erect, install or place or cause to be erected, installed or placed any structure, object or material of any kind so as to obstruct a road, footway, water-channel, or watercourse in a road.

7.6 Preaching

7.6.1 Preach, harangue, solicit or canvass for religious or charitable purposes.

7.6.2 Ask for or receive or do anything to indicate a desire for a donation of money or any other thing.

7.7 *Public Exhibitions and Displays*

- 7.7.1 Sing, busk, play a recording or use a music instrument, or perform similar activities.
- 7.7.2 Conduct or hold a concert, festival, show, circus, performance or a similar activity.
- 7.7.3 Erect a stage or structure for the purpose of conducting or holding a concert, festival, show, circus, performance or a similar activity.
- 7.7.4 Cause any public exhibitions or displays.

7.8 *Vehicles*

Repair, wash, paint, panel beat or perform other work of a similar nature to a vehicle, except for running repairs in the case of a vehicle breakdown.

Note

Movable signs on roads are regulated by sections 226 and 227 of the Act and the Council's Moveable Signs By law.

PART 3- ENFORCEMENT

8. Directions

A person who, in the opinion of an authorised person is committing or has committed a breach of this By-law, must immediately comply with a direction of an authorised person to leave that part of the road.

9. Orders

If a person does not comply with an order of an authorised person made pursuant to section 262 of the Act in respect of a breach of this By-law, the Council may seek to recover its costs of any action taken under section 262(3) of the Act from the person to whom the order was directed.

Note

Section 262(1) of the Act states:

If a person (the offender) engages in conduct that is a contravention of this Act or a By-law under this Act, an authorised person may order the offender-

- a) if the conduct is still continuing – to stop the conduct; and
- b) whether or not the conduct is still continuing – to take specified action to remedy the contravention.

Subsections (2) and (3) of section 262 also provide that it is an offence to fail to comply with an order and that if a person does not comply, the authorised person may take action reasonably required to have the order carried out. For example, an authorised person may order a person to:

- cease busking on a road;
- remove an object or structure blocking a footpath;
- dismantle and remove a tent from a road.

10. Removal of animals and objects

10.1 The Council (or its delegate) may, pursuant to section 234 of the Act, remove an animal or object that is on a road in breach of a By-law if no person is in charge, or apparently in charge, of the animal or object.

10.2 The Council may recover from the owner or apparent owner of an object removed under subclause 10.1 the costs it incurs in removing that object.

PART 4- MISCELLANEOUS

11. Exemptions

The restrictions in this By-law do not apply to a police officer, emergency worker, Council officer or employee acting in the course and within the scope of that person's normal duties, or to a contractor while performing work for the Council and while acting under the supervision of, or in accordance with the direction of, a Council officer.

12. Liability of vehicle owners

12.1 For the purposes of this clause 11, *owner* in relation to a vehicle has the same meaning as contained in section 4 of the Act.

12.2 The owner and the driver of a vehicle driven, parked or standing in contravention of this by-law are each guilty of an offence and liable to the penalty as prescribed for that offence.

This By-law was duly made and passed at a meeting of the City of Mount Gambier held on **DATE 2018** by an absolute majority of the members for the time being constituting the Council, there being at least two thirds of the members present.

.....
MARK MCSHANE
Chief Executive Officer



MOVEABLE SIGNS BY-LAW 2018

By-law No. 4 of 2018

A By-law to set standards for moveable signs on roads and to provide conditions for the placement of such signs for the purpose of protecting visual amenity and public safety.

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PART 1 – PRELIMINARY

1. Title

This By-law may be cited as the *Moveable Signs By-law 2018* and is By-law No. 4 of the City of Mount Gambier.

2. Authorising law

This By-law is made under sections 226, 238, 239 and 246 of the Act.

3. Purpose

The objectives of this By-law are to set standards for moveable signs on roads:

- 3.1 to protect the comfort and safety of road users and members of the public;
- 3.2 to enhance the amenity of roads and surrounding parts of the Council's area;
- 3.3 to prevent nuisances occurring on roads;
- 3.4 to prevent unreasonable interference with the use of a road; and
- 3.5 for the good rule and government of the Council's area.

4. Commencement, revocation and expiry

- 4.1 The following By-laws previously made by the Council are revoked from the day on which this By-law comes into operation¹
 - 4.1.1 By-Law No. 4- Moveable Signs 2010.²
- 4.2 This By-law will expire on 1 January 2026.³

NOTE

1. Generally a By-law comes into operation 4 months after the day on which it is gazetted: section 249(5) of the Act.
2. Section 253 of the Act provides that the revocation of a By-law by another By-law that contains substantially the same provisions, does not affect certain resolutions such as those applying a By-law to a part or parts of the Council area.
3. Pursuant to section 251 of the Act, a By-law will expire on 1 January following the seventh anniversary of the gazettal of the By-law.

5. Application

- 5.1 This By-law operates subject to the Council's *Permits and Penalties By-law 2018*.
- 5.2 This By-law applies throughout the Council's area and is subject to the exemptions set out in clause 11.

6. Interpretation

In this By-law, unless the contrary intention appears:

- 6.1 **Act** means the *Local Government Act 1999*;
- 6.2 **authorised person** means a person appointed as an authorised person pursuant to section 260 of the Act;

- 6.3 **banner** means a slip of cloth, plastic or other material hung up or carried on a pole, fence or other structure
- 6.4 **business premises** means premises from which a business is being conducted;
- 6.5 **Council** means City of Mount Gambier;
- 6.6 **footpath area** means:
- 6.6.1 that part of a road between the property boundary of the road and the edge of the carriageway on the same side as that boundary;
- 6.6.2 a footway, lane or other place made or constructed for the use of pedestrians and not for the use of vehicles;
- 6.7 **Local Government land** has the same meaning as in the Act;
- 6.8 **moveable sign** has the same meaning as in the Act;
- 6.9 **road** has the same meaning as in the Act; and
- 6.10 **vehicle** has the same meaning as in the *Road Traffic Act 1961*.

NOTE

Section 14 of the Acts *Interpretation Act 1915* provides that an expression used in this By-law has, unless the contrary intention appears, the same meaning as in the Acts under which the By-law was made.

PART 2 – MOVEABLE SIGNS

7. Construction and design

A moveable sign must:

- 7.1 be of kind known as an 'A' frame or sandwich board sign, an inverted 'T' sign, or a flat sign or, with the permission of the Council (including as may be set out in a Council policy from time to time), a sign of some other kind;
- 7.2 be designed, constructed and maintained in good quality and condition;
- 7.3 be of strong construction and sufficiently stable or securely fixed so as to keep its position in any weather conditions (including adverse weather conditions);
- 7.4 have no sharp or jagged edges or corners;
- 7.5 not be unsightly or offensive in appearance or content;
- 7.6 be constructed of timber, metal, plastic or plastic coated cardboard, or a mixture of such materials;
- 7.7 not rotate or contain flashing parts;
- 7.8 not exceed 1000mm in height, 600mm in width and 600mm in depth;
- 7.9 in the case of an 'A' frame or sandwich board sign:
 - 7.9.1 be hinged or joined at the top;
 - 7.9.2 be of such construction that its sides are securely fixed or locked in position when erected; and
 - 7.9.3 not have a base area in excess of 0.6 square metres; and
- 7.10 in the case of an inverted 'T' sign, not contain struts or members that run between the display area and the base of the sign.
- 7.11 not rotate or contain moving or flashing parts; and
- 7.12 not have balloons, flags, streamers or other things attached to it.

8. Placement

A moveable sign must not be:

- 8.1 placed on any part of a road other than the footpath area;
- 8.2 placed on a footpath that is less than 2.5 metres wide;
- 8.3 tied, fixed or attached to, or placed closer than 2 metres from another structure, object (including another moveable sign), tree, bush or plant;
- 8.4 placed on a designated parking area or within 1 metre of an entrance to any business or other premises;

- 8.5 placed on the sealed part of a footpath, if there is an unsealed part on which the sign can be placed in accordance with this By-law;
- 8.6 placed so as to interfere with the reasonable movement of persons or vehicles using the footpath or road in the vicinity of where the moveable sign is placed;
- 8.7 placed closer than 1.5 metres to the kerb (or, if there is no kerb, to the edge of the carriageway of a road or the shoulder of the road, whichever is the greater);
- 8.8 placed on a landscaped area, other than landscaping that comprises only lawn;
- 8.9 placed within 10 metres of an intersection of two or more roads;
- 8.10 placed on a footpath area with a minimum height clearance from a structure above it of less than 2 metres;
- 8.11 displayed during the hours of darkness unless it is clearly lit; or
- 8.12 be placed in such a position or in such circumstances that:
 - 8.12.1 it compromises the safety of any person or places a person at risk of harm; or
 - 8.12.2 it obstructs or impedes (or would be likely to obstruct or impede) a vehicle door when opened, provided that the vehicle is parked lawfully on a road.

9. Banners

A person must not erect or display a banner on a building or structure on a road without the Council's permission.

Note

A person must not erect or display a banner on a public road for a business purpose without a permit from the Council issued under section 222 of the Local Government Act 1999.

10. Restrictions

- 10.1 The owner or operator of a business must not without the permission of the Council, cause or allow more than one moveable sign for each business premises to be displayed on the footpath area of a road at any time.
- 10.2 A person must not, without the Council's permission, display a moveable sign on or attached to or adjacent to a vehicle that is parked on Local Government land or a road primarily for the purpose of advertising or offering for sale a product (including the vehicle) or business to which the sign relates.
 - 10.2.1
- 10.3 A person must not cause or allow a moveable sign to be placed on a footpath area unless:
 - 10.3.1 it only displays material which advertises a business being conducted on premises adjacent to the moveable sign or the goods and services available from that business; and
 - 10.3.2 the business premises to which it relates is open to the public.

- 10.4 If in the opinion of the Council a footpath area is unsafe for a moveable sign to be displayed, the Council may by resolution prohibit or restrict the display of a moveable sign on such conditions as the Council thinks fit.

11. Exemptions

- 11.1 Subclauses 10.1 and 10.3 of this By-law do not apply to a moveable sign which:
- 11.1.1 advertises a garage sale taking place from residential premises; or
 - 11.1.2 is a directional sign to an event run by a community organisation or charitable body;
- 11.2 Subclauses 10.1 and 10.3 of this By-law do not apply to a flat sign which only contains a newspaper headline and the name of a newspaper or magazine.
- 11.3 A requirement of this By-law will not apply where the Council has granted permission (which may include by way of the Council adopting a policy for this purpose) for a moveable sign (or class of moveable sign) to be displayed contrary to that requirement.

Note

This By-law does not apply to moveable signs placed and maintained on a road in accordance with section 226(3) of the Act, which includes any sign:

- placed there pursuant to an authorisation under another Act;
- designed to direct people to the open inspection of any land or building that is available for purchase or lease;
- related to a State or Commonwealth election and is displayed during the period commencing on the issue of the writ or writs for the election and ending at the close of polls on polling day;
- related to an election held under this Act or the Local Government (Elections) Act 1999 and is displayed during the period commencing four (4) weeks immediately before the date that has been set (either by or under either Act) for polling day and ending at the close of voting on polling day; or
- the sign is of a prescribed class.

PART 3- ENFORCEMENT

12. Removal of moveable signs

12.1 A person must immediately comply with the order of an authorised person to remove a moveable sign made pursuant to section 227(1) of the Act.

Note

Pursuant to section 227(1) of the Act, an authorised person may order the owner of a moveable sign to remove the sign from the road if:

- the design, construction or positioning of a Moveable Sign does not comply with a requirement of this By-law; or
- any other requirement of this By-law is not complied with; or
- the Moveable Sign unreasonably restricts the use of the Road, or endangers the safety of other persons.

12.2 The owner of or other person entitled to recover a moveable sign removed by an authorised person pursuant to section 227(2) of the Act, may be required to pay to the Council any reasonable costs incurred by the Council in removing, storing, and/or disposing of the moveable sign before being entitled to recover the moveable sign.

12.3 The owner, or other person responsible for a moveable sign must remove or relocate the moveable sign at the request of an authorised person:

12.3.1 if, in the opinion of an authorised person, and notwithstanding compliance with this By-law, there is any hazard or obstruction or there is likely to be a hazard or obstruction arising out of the location of the moveable sign; or

12.3.2 for the purpose of special events, parades, roadworks or in any other circumstances which, in the opinion of the authorised person, require relocation or removal of the moveable sign to protect public safety or to protect or enhance the amenity of a particular locality.

13. Liability of vehicle owners

13.1 For the purposes of this clause 13, **owner** in relation to a vehicle has the same meaning as contained in section 4 of the Act.

13.2 The owner and the driver of a vehicle driven, parked or standing in contravention of this By-law are each guilty of an offence and liable to the penalty as prescribed for that offence.

This By-law was duly made and passed at a meeting of the City of Mount Gambier held on **DATE 2018** by an absolute majority of the members for the time being constituting the Council, there being at least two thirds of the members present.

.....
MARK MCSHANE
Chief Executive Officer



DOGS BY-LAW 2018

By-law No. 5 OF 2018

A By-law to limit the number of dogs kept on premises and for the management and control of dogs in the Council's area.

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PART 1 – PRELIMINARY

1. Title

This By-law may be cited as the *Dog By-law 2018* and is By-law No. 5 of the City of Mount Gambier.

2. Authorising law

This By-law is made under section 90(5) of the *Dog and Cat Management Act 1995*, sections 238 and 246 of the Act, and section 18A of the *Harbors and Navigation Act 1993*.

3. Purpose

The objectives of this By-law are to control and manage dogs in the Council area:

- 3.1 to reduce the incidence of environmental nuisance caused by dogs; and
- 3.2 to promote responsible dog ownership; and
- 3.3 to protect the convenience, comfort and safety of members of the public; and
- 3.4 for the good rule and government of the Council's area.

4. Commencement, revocation and expiry

- 4.1 The following By-laws previously made by the Council are revoked from the day on which this By-law comes into operation¹
 - 4.1.1 By-Law No. 5 – Dogs 2010.²
- 4.2 This By-law will expire on 1 January 2026.³

Note

1. Generally a By-law comes into operation 4 months after the day on which it is gazetted: section 249(5) of the Act.
2. Section 253 of the Act provides that the revocation of a By-law by another By-law that contains substantially the same provisions, does not affect certain resolutions such as those applying a By-law to a part or parts of the Council area.
3. Pursuant to section 251 of the Act, a By-law will expire on 1 January following the seventh anniversary of the gazettal of the By-law.

5. Application

- 5.1 This By-law operates subject to the Council's *Permits and Penalties By-law 2018*.
- 5.2 Subject to subclause 5.3, this By-law applies throughout the Council's area.
- 5.3 subclauses 9.1 and 10.2, of this By-law only apply in such part or parts of the Council area as the Council may, by resolution direct in accordance with section 246(3)(e) of the Act.

6. Interpretation

In this By-law, unless the contrary intention appears:

- 6.1 **Act** means the *Local Government Act 1999*;

- 6.2 **approved kennel establishment** means a building, structure or area approved by a relevant authority, pursuant to the Development Act 1993 for the keeping of dogs on a temporary or permanent basis;
- 6.3 **assistance dog** means a dog trained and used for the purpose of assisting a person who is wholly or partially disabled;
- 6.4 **children's playground** means an enclosed area in which there is equipment or other installed devices for the purpose of children's play (or within 3 metres of such devices if there is no enclosed area);
- 6.5 **Council** means the City of Mount Gambier;
- 6.6 **dog** (except for in clause 7) has the same meaning as in the *Dog and Cat Management Act 1995*;
- 6.7 **effective control** means a person exercising effective control of a dog either:
- 6.7.1 by means of a physical restraint (as defined under the *Dog and Cat Management Act 1995*); or
- 6.7.2 by command, the dog being in close proximity to the person and the person being able to see the dog at all times;
- 6.8 **keep** includes the provision of food or shelter;
- 6.9 **park** has the same meaning as in the *Dog and Cat Management Act 1995*;
- 6.10 **premises** includes land, whether used or occupied for domestic or non-domestic purposes;
- 6.11 **small dwelling** means a self-contained residence that is:
- 6.11.1 a residential flat building;
- 6.11.2 contained in a separate strata unit or community title;
- 6.11.3 on an allotment less than 400 square metres in area; or
- 6.11.4 without a secure yard of at least 100 square metres in area;
- 6.12 **working dog** means a dog-
- 6.12.1 usually kept, proposed to be kept or worked on rural land by a person who is—
- (a) a primary producer; or
- (b) engaged or employed by a primary producer; and
- 6.12.2 kept primarily for the purpose of herding, droving, protecting, tending or working stock, or training for herding, droving, protecting, tending or working stock.

- 6.13 For the purposes of clause 9 of the By-law, a dog is (under ***effective control by means of a leash***) if the dog is secured to a leash, chain or cord that does not exceed 2 metres in length and:
- 6.13.1 the leash, chain or cord is either tethered securely to a fixed object; or
 - 6.13.2 held by a person capable of controlling the dog and preventing it from being a nuisance or a danger to other persons.

Note

Section 14 of the *Interpretation Act 1915* provides that an expression used in this By-law has, unless the contrary intention appears, the same meaning as in the Acts under which the By-laws was made.

PART 2 – LIMITS ON DOG NUMBERS

7. Limits on dog numbers in private premises

- 7.1 Subject to subclauses 7.3 and 7.5, a person must not without the Council's permission, keep or cause, suffer or permit to be kept:
- 7.1.1 more than one dog in a small dwelling; or
 - 7.1.2 in all other cases, more than three dogs on any premises (other than working dogs).
- 7.2 For the purposes of subclause 7.1, 'dog' means a dog that is three (3) months of age or older or, a dog that has lost its juvenile teeth.
- 7.3 Subclause 7.1 does not apply to:
- 7.3.1 approved kennel establishments operating in accordance with all required approvals and consents; or
 - 7.3.2 any business involving the keeping of dogs provided that the business is registered in accordance with the *Dog and Cat Management Act 1995* and operating in accordance with all required approvals and consents.
- 7.4 The Council may require that premises which are the subject of an application for permission to keep additional dogs, must be inspected by an authorised person for the purpose of assessing the suitability of the premises for housing dogs.
- 7.5 No dog is to be kept on any premises where, in the opinion of an authorised person, there is no secure or appropriate area where a dog may be effectively confined.

PART 3 – DOG CONTROLS

8. Dog exercise areas

Subject to clauses 9 and 10 of this By-law, a person may enter a park in the Council area for the purpose of exercising a dog under his or her effective control.

Note

If a person is exercising a dog in a park as permitted under this clause and the dog is not under effective control as that term is defined by the *Dog and Cat Management Act 1995*, this gives rise to a dog wandering at large offence under section 43(1) of the *Dog and Cat Management Act 1995*, for which the owner of or person responsible for the dog may be liable.

9. Dog on leash areas

A person must not, without the Council's permission, allow a dog under that person's control, charge or authority (except an assistance dog that is required to remain off-lead in order to fulfil its functions) to be or remain:

9.1 on Local Government land or a public place to which the Council has resolved that this subclause applies; and

9.2 on any park or reserve during times when organised sport is being played;

unless the dog is under effective control by means of a leash.

10. Dog prohibited areas

A person must not allow a dog under that person's control, charge or authority (except an assistance dog) to enter or remain:

10.1 on any children's playground on Local Government land;

10.2 on any other Local Government land or public place to which the Council has determined that this subclause applies.

11. Dog faeces

No person is to allow a dog under that person's control, charge or authority to be in a public place or on Local Government land unless that person has in their possession a bag or other suitable container for the collection and lawful disposal of any faeces that the dog may deposit (for the purpose of complying with their obligation under section 45A(6) of the *Dog and Cat Management Act 1995*).

PART 4 – ENFORCEMENT

12. Orders

- 12.1 If a person engages in conduct that is in contravention of this By-law, an authorised person may order that person:
- 12.1.1 if the conduct is still continuing – to stop the conduct; and
 - 12.1.2 whether or not the conduct is still continuing – to take specified action to remedy the contravention.
- 12.2 A person must comply with an order under this clause.
- 12.3 If a person does not comply with an order, the authorised person may take action reasonably required to have the order carried out, and the Council may seek to recover its costs of any action so taken from the person to whom the order was directed.
- 12.4 However, an authorised person may not use force against a person under this section.


Note

For example, an authorised person may order a person to:

- cease keeping more than the permitted number of dogs on that person's premises; or
- remove a dog from a dog prohibited area.

This By-law was duly made and passed at a meeting of the City of Mount Gambier held on **DATE 2018** by an absolute majority of the members for the time being constituting the Council, there being at least two thirds of the members present.

.....
MARK MCSHANE
Chief Executive Officer

 City of Mount Gambier	F500 - FOOTWAYS AND COUNCIL LAND REMOVAL OF OBJECTS	Version No:	2
		Issued:	February, 2018
		Next Review:	February, 2021

1. INTRODUCTION

This document sets out the policy of the City of Mount Gambier (“Council”) regarding the removal of objects (including vehicles) from Council land.

2. SEIZURE OF OBJECTS (NOT VEHICLES)

(a) Prior to seizing any object (goods, chattels, advertisements etc.) in accordance with Council By-Laws, an authorised officer may at their discretion give the owner of the object the opportunity to remove the same. Where this discretion is exercised, it should be confirmed in writing.

(b) Objects are to be removed to and stored at the Council's Works Depot.

(c) An inventory of objects seized is to be maintained.


(d) The following objects are not to be seized:

1. Any direction sign(s) of a genuinely temporary nature which refers to a legitimate ‘open inspection’, ‘public auction’, ‘garage sale’ or major sporting or community event and which are in respect of real estate, home inspections, garage sales, major sporting or community events:

- are placed on the footway only;
- the direction sign does not exceed 1000mm x 400mm;
- the direction sign is free standing;
- includes thereon the following wording (or similar)
 OPEN INSPECTION/NAME OF EVENT
 NAME OF AGENT/ORGANISATION
 An indicator arrow (may be double sided);
- is not placed more than 500 metres from the actual location of the display, sale or event to which the sign refers;
- there are no more than two such signs allowed for each separate location/event;
- the sign(s) does not pose a potential hazard to the general public or which could adversely affect the free flow or safe flow of pedestrian or vehicular traffic;
- shall not be allowed to remain on the footway for more than three consecutive days or more than ten hours per day in respect of the location the sign refers; and
- shall not be allowed to be placed on the footway prior to sunrise and after sunset on any of the three (3) consecutive days.

2. Any advertising sign not more than one (1) metre in height and not more than 600mm wide which is stood on a footpath adjacent to or leaning against a fence or wall of a premises, and which projects not more than 300mm onto the footpath, UNLESS in the opinion of an authorised person the advertising sign:

- does not relate to the premises, or situation where the sign(s) are displayed.
- could be a potential hazard to the general public or which could adversely affect the free or safe flow of pedestrian or vehicular traffic.

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- would aesthetically detract from the amenity of the locality.
- would not be in the best interest of residents of the City of Mount Gambier
- if in close proximity to traffic or pedestrian signals would conflict with any colour of the signals.
- is contrary to any other policy, by-law or legislative provision that Council has the power to implement or responsibility to enforce.

3. Any object placed on the footpath in accordance with a permit or licence issued by Council, or in accordance with the provisions of other Council policies.

3. SEIZURE OF VEHICLES

- (a) Before removal of a vehicle pursuant to the provisions of:

1. the Road Traffic Act 1961; or
2. the Local Government Act 1999;

reasonable enquires are to be made as to the ownership of the vehicle, and if the owner can be ascertained they are to be given reasonable opportunity to remove the same.

- (b) Ownership enquiries need not be made and notice given if the vehicle:

1. is in a dangerous position; or
2. is a pedal cycle obstructing a footpath in the City Centre or a local shopping area; or
3. is a shopping trolley.

- (c) Vehicles are to be removed and stored at the Council Works Depot.

- (d) A register of vehicles seized is to be maintained.


- (e) For the purposes of the Local Government Act 1999, a vehicle will be deemed to be abandoned if it is unregistered.

4. REVIEW & EVALUATION

This Policy is scheduled for review by Council in February 2021; however, will be reviewed as required by any legislative changes which may occur.

5. AVAILABILITY OF POLICY


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

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		Next Review:	February, 2021

File Reference:	AF11/1744
Applicable Legislation:	Local Government Act 1999; Road Traffic Act 1961
Reference: Community Plan	Goal 2: Our Location
Related Policies:	
Related Procedures:	
Related Documents:	Council By-Laws

DOCUMENT DETAILS

Responsibility:	General Manager City Growth
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 City of Mount Gambier	F505 - FOOTWAYS AND COUNCIL LAND SALE OF COMMODITIES	Version No:	2
		Issued:	February, 2018
		Next Review:	February, 2021

1. INTRODUCTION

This document sets out the policy of the City of Mount Gambier (“Council”) for the issuing of Permits to allow the sale of commodities from footways and Council land. This Policy also applies to the regular display of goods on a footway by a retail premises.

For the purpose of this Policy ‘footway’ refers to the area of Council land located between a property boundary and the road kerb.

2. ISSUING OF PERMITS


- (a) Within the City Centre, where there is a street closure, as part of a special occasion, permits may allow sales to occur on the carriageway of the road.
- (b) Except for special occasions, permits should only be issued to shop holders to sell from the footpath in front of their own retail premises.
- (c) Conditions of permits are to include:
 1. permit holder to indemnify Council and provide evidence of a public liability insurance policy associated with the activity permitted by the permit;
 2. the activities permitted by the permit are not to hinder the public in the free and proper use of the footway;
 3. list of the particulars which may be sold pursuant to the permit.
- (d) The Permit Holder must be present at all times that the permit right is being exercised.
- (e) The Permit may not be transferred or assigned to any other party.

3. CONDITIONS FOR PERMITS

- (a) Permits pursuant to Council By-Laws to sell, offer, expose for sale, any commodity or article from a vehicle on Council land, are to be issued subject to the following conditions:
 1. The permit holder is to indemnify Council, to the value of \$20 million for any public liability associated with the activities permitted by the permit;
 2. The activities permitted by the permit are not to hinder the public in the free and proper use of the Council land;
 3. A list of commodities or articles to be sold pursuant to the permit is to be provided to Council;
 4. The minimum distance that the permit holder is to operate away from any shop, selling similar commodities or articles is to be included/identified in the permit;
 5. The length of time that a vehicle may operate from the same position on any one day is to be included/identified in the permit. Vehicles operating from fixed positions (other than short term) may require formal Development Approval pursuant to the *Development Act 1993*.

4. REVIEW & EVALUATION

This Policy is scheduled for review by Council in February 2021; however, will be reviewed as required by any legislative changes which may occur.

	F505 - FOOTWAYS AND COUNCIL LAND SALE OF COMMODITIES	Version No:	2
		Issued:	February, 2018
		Next Review:	February, 2021


5. AVAILABILITY OF POLICY

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

File Reference:	AF11/1744
Applicable Legislation:	Local Government Act 1999; Development Act 1993
Reference: Community Plan	Goal 2: Our Location
Related Policies:	
Related Procedures:	
Related Documents:	Council By-Laws

DOCUMENT DETAILS

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 City of Mount Gambier	F510 - FOOTWAYS AND COUNCIL LAND FUNDRAISING AND PROMOTION	Version No:	3
		Issued:	February, 2018
		Next Review:	February, 2021

1. INTRODUCTION

This document sets out the policy of the City of Mount Gambier (“Council”) regarding the use of footways and Council land for fundraising and promotional purposes or the display of vehicles.

2. NON - COMMERCIAL VEHICLES


- (a) The following are considered to be non - commercial vehicles for the purposes of this policy:
1. Any vehicle marked with the graphic/logo (or similar) of any Commonwealth or State Government Department, Agencies or Statutory Authority that is being used for recruiting, promotional or educational displays;
 2. Local Government Authority vehicles used for promotional or educational displays;
 3. Tourism promotion vehicles;
 4. Incorporated community organisation vehicles used for promotional or educational displays;
 5. Vehicles with primarily a non-commercial promotional or educational display and which are owned or sponsored by a commercial organisation.
- (b) Non-commercial vehicles may, with the approval of the Chief Executive Officer or a General Manager, park for a period of not more than two (2) weeks on the portion of Watson Terrace which abuts the Cave Gardens. The Chief Executive Officer or a General Manager may also approve of the setting up of subsidiary displays on the lawns of the Cave Gardens, in the vicinity of the said vehicle, provided the Chief Executive Officer or a General Manager is satisfied such display will not unreasonably interfere, with public use of the Cave Gardens. When approval is given for this area, electricity will be made available from the Old Town Hall building at no cost;
- (c) The Chief Executive Officer or a General Manager may approve of an alternative site provided that, where the non-commercial vehicle is to be parked is in front of an occupied premises and the consent of the occupier is obtained. When considering requests for sites on Council owned properties, the Chief Executive Officer or a General Manager must take into account any lease on the property, and Council policies relevant to that property;
- (d) Any approval given pursuant to this Section, shall be subject to the conditions below:
1. Approvals given in accordance with this policy are subject to the following conditions fixed pursuant to the provisions of the Local Government Act:

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2. No goods, materials, merchandise, displays or structures associated with the vehicle are to be placed on a footpath, or carriageway. Such items, however, may, with the approval of the Chief Executive Officer or a General Manager, be placed on other abutting Council property, provided that it will not unreasonably interfere with public use of the area. Provided that this condition does not prevent the use of a canopy or steps at the entrance/exit to the vehicle, if such canopy or steps are not creating a hazard or unreasonably interfering with public use of the area;
3. Advertising may be displayed on the vehicle, on a board/s leaning against the vehicle (but not on the carriageway side where a vehicle is parked on a road) and with any approved associated display. No other advertising shall be displayed, i.e. for tobacco products or alcohol and any advertising or sign which the Chief Executive Officer or a General Manager considers offensive or inappropriate, shall be removed. Direction signs, however, may be used in accordance with Council Policy C330;
4. The use of amplification for announcements, advertising, entertainment or music shall be subject to any direction given by the Chief Executive Officer or a General Manager;
5. The vehicle or other activity associated with it shall not create undue noise or other nuisance. Determination of such matters shall be at the discretion of the Chief Executive Officer or a General Manager;
6. Printed material and samples of goods may be handed out free to the public from in the vicinity of the vehicle, provided such activity does not cause a hindrance or hazard. Sale of such items requires specific approval of the Chief Executive Officer or a General Manager;
7. An admission charge or donation may be collected to defray expenses or for donation to charity;
8. The vehicle shall meet all requirements of the Parking Regulations, apart from time limits. All associated vehicles (such as towing vehicles, passenger/goods carrying vehicles, unless they are an integral part of the display) shall meet all requirements of the Australian Road Rules;
9. The applicant shall indemnify and keep indemnified the Council against all actions, proceedings, claims, demands and expenses whatsoever which may be brought against, made upon or incurred by Council, in respect of injury, loss or damage (whether bodily injury or loss of, or damage to property) suffered by any person as a consequence of Council granting approval for the parking on any street, road or Council property of vehicles for promotional, educational and commercial purposes.

3. COMMERCIAL VEHICLES

- (a) For the purpose of this policy, Commercial Vehicles are all vehicles used for promotional, educational and commercial purposes, other than non-commercial vehicles as defined in Section 2(a) of this Policy;
- (b) This policy does not apply to any street trader licensed by Council;

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- (c) With the approval of the Chief Executive Officer, a commercial vehicle for promotional, educational or commercial purposes may be parked immediately outside a shop or hall from which a trader conducts business on a permanent or temporary basis. Approval may be given for one (1) period per calendar year and the period shall not exceed seven (7) consecutive days. Sales of goods may be effected from the vehicle, or from the immediate vicinity of the vehicle, provided it causes no hindrance or hazard;
- (d) The conditions set out in Section 2(d) of this policy shall apply;
- (e) In some circumstances the vehicle itself may require Development approval and any associated advertising may require Development approval, pursuant to the Development Act 1993.

4. COMMUNITY ORGANISATIONS


- (a) No more than one organisation be granted permission on the same day;
- (b) The preferred day for such collections is a Friday;
- (c) Except in conjunction with special events, the conduct of street stalls, trading tables, raffles and similar fund raising activities by community organisations on streets and roads will not be permitted;
- (d) Community organisations wishing to conduct such activities must also obtain permission, to conduct such activities from the landowners whose property abuts a street or road;
- (e) Any applications for community organisation fundraising or awareness days are to be determined by the Chief Executive Officer;
- (f) Applications must be made at least thirty (30) days prior to the requested date for any community organisation fundraising or awareness days.

5. REVIEW & EVALUATION

This Policy is scheduled for review by Council in February 2021; however, will be reviewed as required by any legislative changes which may occur.

6. AVAILABILITY OF POLICY

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

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		Issued:	February, 2018
		Next Review:	February, 2021

File Reference:	AF11/1744
Applicable Legislation:	Local Government Act 1999; Road Traffic Act 1961; Development Act 1993; relevant Australian Standards
Reference: Community Plan	Goal 2: Our Location
Related Policies:	
Related Procedures:	
Related Documents:	Council Policy F505 - Footways and Council Land - Sale of Commodities

DOCUMENT DETAILS

Responsibility:	General Manager City Growth
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 City of Mount Gambier	A515 - ANIMAL CONTROL - DOGS	Version No:	3
		Issued:	February, 2018
		Next Review:	February, 2021

1. INTRODUCTION

This document sets out the policy of the City of Mount Gambier (“Council”) regarding problem dogs, undertaking inspections for unregistered dogs, the seizure of dogs and dogs wandering at large.

2. PROBLEM DOGS

(a) It is the Policy of Council that:

1. The owners of problem dogs be encouraged to have them destroyed voluntarily;
2. Where a problem dog that is impounded, is not subsequently claimed by the owner and is then destroyed, all outstanding monies due to Council in respect of that dog will be written off.

3. HOUSE INSPECTIONS

House to house inspections for unregistered dogs will be undertaken when required.

4. SEIZURE OF DOGS

(a) Where an Authorised Person, appointed pursuant to the provisions of the Dog and Cat Management Act, 1995 is unable to seize a dog by reason of the savagery of that dog, the Dog Management Officer may request the services of a Police Officer to assist with the destruction and/or apprehension of the dog (Refer Section 60 of the Dog and Cat Management Act 1995).

(Note: Police Officers are Authorised Persons pursuant to the Dog and Cat Management Act 1995).

(b) Where an Authorised Person is unable to seize a dog by reason of repeated evasion of the attempts at seizure, the officer be empowered to use a tranquilliser blow gun to seize the dog (Refer Section 60 of the Dog and Cat Management Act 1995).

(c) An Authorised Person may, pursuant to Section 61 of the Dog and Cat Management Act, 1995 seize and detain a dog and commence the required legal proceedings to have the dog destroyed/controlled (as appropriate) in the following circumstances:

1. The dog has attacked a person or animal and caused actual bodily harm and there is sufficient evidence to institute legal proceedings, or
2. A dangerous dog is the subject of an existing control order issued pursuant to the provisions of Section 50 of the Dog and Cat Management Act 1995 and the dog is found wandering at large in breach of that order.

(d) Where a dog has harassed a person or animal and no bodily harm has resulted, the officer should evaluate the circumstances as whether to seize and detain the dog pursuant to the provisions of Section 60 of the Act, with a view to obtaining a destruction order under Section 59 of the Act.

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- (e) Prosecution may be commenced pursuant to the provisions of Sections 47 and 50 of the Dog and Cat Management Act 1995.
- (f) Authorisation of 4 (d) and (e) may be given by the Chief Executive Officer or the General Manager City Growth without reference to Council.

5. WANDERING AT LARGE

- (a) Where a dog is found wandering at large and is impounded, an expiation notice for wandering at large will be issued and where two (2) or more dogs belonging to the one owner are impounded at the same time, such notice be issued for each dog. Additional expiation fee notices will be issued for each of the following offences for each dog, if appropriate, provided that not more than three (3) expiation notices be issued in respect of each dog:
 1. Unregistered;
 2. Not wearing collar/registration disc/owners name and address as applicable; and
 3. a total of not more than three (3) expiation notices be issued for any one incident.
- (b) Where a dog or dogs is/are found wandering at large but are not impounded, expiation fee notices be issued on the same basis as paragraph (a) if the owner is known or can be ascertained. Provided that a Dog Management Officer may issue a warning (except for being unregistered) at their discretion in the following circumstances:
 1. The dog was in the immediate vicinity of the owners premises;
 2. There are no known previous warnings issued, and
 3. The dog/s have not been the subject of complaints in respect of problems associated with them wandering at large.

6. ISSUING OF WARNINGS

The Authorised Person may issue warnings for offences under the Dog and Cat Management Act.

7. REVIEW & EVALUATION

This Policy is scheduled for review by Council in February 2021; however, will be reviewed as required by any legislative changes which may occur.

8. AVAILABILITY OF POLICY


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

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		Issued:	February, 2018
		Next Review:	February, 2021

File Reference:	AF11/1744
Applicable Legislation:	Dog & Cat Management Act 1995
Reference: Community Plan	Goal 2: Our Location
Related Policies:	
Related Procedures:	
Related Documents:	Council By-Laws

DOCUMENT DETAILS

Responsibility:	General Manager City Growth
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 City of Mount Gambier	A520 - ANIMAL CONTROL	Version No:	2
		Issued:	February, 2018
		Next Review:	February, 2021

1. INTRODUCTION

This document sets out the policy of the City of Mount Gambier (“Council”) for the keeping of animals, birds and livestock within the Council area.

2. PROPOSED KEEPING OF ANIMALS, BIRDS OR LIVESTOCK

(a) Where the keeping of animals, birds or other livestock is not subject to consent pursuant to the provisions of the Development Act, 1993 the following policy applies, subject to policy statements for particular policy areas or zones:

1. Consent is NOT to be granted to keep horses, pigs or poultry or to build stables, piggeries, feed lots, dairies, poultry batteries, stock yards, kennels or similar within the area of the City of Mount Gambier;
2. Consent is NOT to be granted to keep cattle, donkeys or wild animals in Residential Zones or on parcels of land where there is less than 0.2 ha of fenced vacant land for the exclusive use of the animals and stocking rates are consistent with accepted free range agriculture practice;
3. Consent is NOT to be granted to keep sheep or goats in Residential Zones or on parcels of land where there is less than 0.1ha of fenced vacant land for the exclusive use of the animals and stocking rates are consistent with accepted free range agriculture practice.

(b) Where consent is granted for the keeping of animals, birds or other livestock, the conditions of approval must identify:


1. The type of animal/s to be kept;
2. The maximum number of animals to be kept;
3. That the animals are to be free range animals, although some shelter may be provided;
4. The type of shelter and/or enclosure in which the animal/s will be kept;
5. That where applicable, the approval is subject to the provisions of Council By-Laws; and
6. That where applicable the approval is subject to the provisions of the Local Government Act.

(c) This policy does not prevent any person from submitting a formal Development Application in accordance with the provisions of the Development Act, 1993. This policy will be used as a guide in determining such application.

3. EXISTING KEEPING OF ANIMALS, BIRDS AND LIVESTOCK

(a) Where an Authorised Officer becomes aware that the keeping of any animal, bird or other livestock is causing a public health risk the Authorised Officer may take appropriate action pursuant to the provisions of the South Australian Public Health Act 2011.

(b) Where a complaint of nuisance (other than noise) arising from the keeping of animal/s, bird/s or livestock is received the Chief Executive Officer shall, (if the complainant makes a written complaint, and is prepared to give evidence in a Court of Law, should legal proceedings be necessary) inspect or cause to be inspected the property which is the subject of the complaint.

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		Next Review:	February, 2021

(c) Should the complaint be found to be justified, the following procedure shall be followed:

- In the first instance, Council will serve a notice requiring the animal/s, bird/s or livestock to be reduced (if appropriate) in number and/or moved to another position on the property in accordance with Part 3 of the Animal Control policy;
- Should the nuisance persist, a report be placed before Council for recommending that the animals, birds or livestock be removed from the property entirely;
- For the purposes of this procedure and the Animal Control policy, nuisance includes offence from odours, dust, noise, rats, mice or other vermin, flies, aggression and frequent straying;
- Where Council receives a complaint of noise nuisance as the result of keeping animal/s, bird/s or other livestock the owner/s of the animal/s, bird/s or other livestock are to be advised of the nature of the complaint and requested to take appropriate action to abate the nuisance. Such requests should initially be verbal, and then confirmed in writing. Any advice from Council should include any available information on how to abate the nuisance;
- The complainant is to be forwarded a copy of the letter and advised:


"Should the nuisance persist, you may wish to consider taking legal action by way of a Neighbourhood Dispute application, which may be obtained from the Registrar at the Mount Gambier Courthouse.

When making an application for a Neighbourhood Dispute, it is recommended that you provide the following information to the Registrar to enable him/her to make an accurate assessment of the problem and action required to resolve the situation.

- (a) Keep a diary for at least two (2) weeks noting the dates, times and nature of the nuisance and be available as a witness in Court.*
- (b) If you are not the only close neighbour of the offending premises, get at least one other close neighbour to keep a diary noting the dates, times and nature of the nuisance and be available as a witness in Court.*
- (c) Detail how you (and likewise for any other witness) established which animal was the source of the complaint.*
- (d) Forward the information collected as per paragraphs (a), (b) and (c) above to Council for its consideration.*
- (e) Continue to maintain the diary until the matter is resolved.*

4. RECOMMENDATIONS FOR THE KEEPING OF ANIMALS, BIRDS OR LIVESTOCK TO MINIMISE NUISANCE

- (a) Any housing or shelter or yard appurtenant to such housing or shelter should be sited:
 1. At least 9 metres from any building (whether on the subject land or any adjoining land) used for human habitation, where people work or is used to store food;

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		Next Review:	February, 2021

2. At least 18 metres from any street or public place within the meaning of the Local Government Act (other than a laneway or service way), provided that in the case of a corner allotment such housing etc. shall be situated so that it is at least 9 metres from the side street;
3. At least 2 metres from the boundary of any adjoining premises, except for situations as stated in (1) above.

(b) The floor of any housing or shelter or yard must be paved with concrete, clay bricks bedded in cement mortar or other suitable impervious material. A suitable alternative in the case of poultry is a deep litter system. Refer to relevant fact sheets at www.pir.sa.gov.au/biosecuritysa/animalhealth

(c) The following be the maximum number of animals or birds to be kept at an average sized residential property:

1. Not more than twelve (12) head of poultry aged more than 6 months, including not more than one (1) rooster and not more than two (2) ducks or geese, or combinations thereof;
2. Not more than three (3) dogs aged more than three (3) months.

(d) Paragraphs (a) to (c) above are not legal requirements but will be used as a guide when action is taken pursuant to this policy.

5. KEEPING OF HORSES AND HORSE STABLES

(a) Council does not support the keeping of horses or the construction of stables in the City of Mount Gambier area.

(b) This policy does not apply to:

1. land that has been approved as Farm Land in terms of the Local Government Act; and
2. that has existing/continuing use rights (i.e. showgrounds area, etc) in accordance with the Development Act 1993.


(c) All existing horse stables are required to comply with all appropriate legislation.

6. REVIEW & EVALUATION

This Policy is scheduled for review by Council in February 2021; however, will be reviewed as required by any legislative changes which may occur.

7. AVAILABILITY OF POLICY

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

 City of Mount Gambier	A520 - ANIMAL CONTROL	Version No:	2
		Issued:	February, 2018
		Next Review:	February, 2021

File Reference:	AF11/1744
Applicable Legislation:	Local Government Act 1934; Local Government Act 1999, Development Act 1993, South Australian Public Health Act 2011
Reference: Community Plan	Goal 2: Our Location
Related Policies:	
Related Procedures:	
Related Documents:	Council By-Laws

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 City of Mount Gambier	F135 - FLAMMABLE UNDERGROWTH	Version No:	6
		Issued:	February, 2018
		Next Review:	February, 2021

1. INTRODUCTION

This document sets out the policy of the City of Mount Gambier (“Council”) for instances when Flammable Undergrowth Notices are not complied.

For the purposes of this Policy, references to “the Act” refer to the Fire & Emergency Services Act 2005.

2. NON COMPLIANCE

- (a) Where a notice is served by Council, pursuant to the Act, requiring a land owner to clear land and the notice is not complied with, an Authorised Officer may engage a private contractor to slash/remove the flammable growth on the property and have the requirements of the notice carried out.
- (b) The cost of all works are payable by and are the responsibility of the land owner. An additional amount equal to 100% of the contractor’s cost to cover administration and supervision of the contractor and are payable by and are the responsibility of the land owner.
- (c) An expiation notice may also be issued.
- (d) An invitation to show cause as to why the work should not be carried out, is not to be issued concurrently with the contractor being engaged by Council.
- (e) The owner is to be advised in writing of any action to engage a contractor to complete any outstanding works.

3. REVIEW & EVALUATION

This Policy is scheduled for review by Council in February 2021; however, will be reviewed as required by any legislative changes which may occur.

4. AVAILABILITY OF POLICY

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

 City of Mount Gambier	F135 - FLAMMABLE UNDERGROWTH	Version No:	6
		Issued:	February, 2018
		Next Review:	February, 2021

File Reference:	AF11/1744
Applicable Legislation:	Fire and Emergency Services Act 2005
Reference: Community Plan	Goal 2: Our Location
Related Policies:	
Related Procedures:	
Related Documents:	

DOCUMENT DETAILS

Responsibility:	General Manager City Growth
Version:	6.0
Last revised date:	20 th February, 2018
Effective date:	20 th February, 2018
Minute reference:	20 th February, 2018 - Strategic Standing Committee Item No #
Next review date:	February, 2021
<u>Document History</u>	
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Reviewed/Amended:	15 th April, 2003; 19 th September, 2006; 17 th February, 2009; 17 th February, 2015; 20 th February, 2018

 City of Mount Gambier	D160 – DEVELOPMENT ACT INSPECTION AND COPYING OF DOCUMENTS	Version No:	1
		Issued:	20 February, 2018
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1. INTRODUCTION

This document sets out the policy of the City of Mount Gambier ("Council") for the public inspection and copying of documents received and stored by Council in relation to development applications.

Under the *Development Act 1993 (SA)* and *Development Regulations 2008 (SA)* members of the public have various entitlements to information held by the Council that are relevant to development applications and approved building work.

This Policy affirms Council's commitment to openness and transparency in the provision of information to the public in accordance with its legislative obligations and its commitment to high standards of records management whilst avoiding infringing copyright in that information.

2. APPLICATION OF POLICY

This Policy applies to the reproduction of documents under the *Copyright Act*, *Development Act* and *Development Regulations* and the provision of copies of documents to members of the public.

In this Policy:

- the "Council" means City of Mount Gambier
- the "*Development Act*" means the South Australian *Development Act 1993*;
- the "Development Regulations" means the South Australian *Development Regulations 2008*;
- the "*Freedom of Information Act*" means the South Australian *Freedom of Information Act 1991*;
- the "*State Records Act*" means the *State Records Act 1997*;
- the "Copyright Act" means the Commonwealth *Copyright Act 1968*;
- "work" has the same meaning as this term in the *Copyright Act*, i.e. a literary, dramatic, musical or artistic work;
- "record" has the same meaning as the *State Records Act*, being:
 - written, graphic or pictorial matter; or
 - a disk, tape, film or other object that contains information or from which information may be reproduced (with or without the aid of another object or device);
- "Official record" has the same meaning as the *State Records Act*, being a record made or received by the Council in the conduct of its business, but does not include:
 - a record made or received by an agency for delivery or transmission to another person or body (other than an agency) and so delivered or transmitted; or
 - a record made by an agency as a draft only and not for further use or reference; or
 - a record received into or made for the collection of a library, museum or art gallery and not otherwise associated with the business of the agency; or
 - a Commonwealth record as defined by the *Archives Act 1983* of the Commonwealth or an Act of the Commonwealth enacted in substitution for that Act; or
 - a record that has been transferred to the Commonwealth.

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3. INTRODUCTION TO THE COPYRIGHT ACT 1968

3.1 What is Copyright?

- a) Copyright is a form of property which exists in written, artistic and other "works". Copyright only exists through the operation of the *Copyright Act*. As with other forms of property, copyright may be sold or transferred, and allows persons who create works to derive an income from them.
- b) The *Copyright Act* creates legally enforceable intellectual property rights in works by ensuring that works cannot be reproduced without the prior permission of the copyright owner.
- c) Where a work is reproduced without permission, a copyright infringement may occur which, in turn, may give rise to a right for the copyright owner to take action against the infringer.
- d) Copyright does not protect mere ideas, rather, it protects the way that ideas and information are described, illustrated or documented.

3.2 What is "work"?

- a) The types of work that Council may deal with that may be protected by copyright can include:
 - written reports produced by engineers, accountants, planners and other professionals;
 - building plans and specifications;
 - infrastructure plans;
 - tender documents;
 - photographs;
 - diagrams;
 - graphs; and
 - charts.
- b) The term "literary works" in the *Copyright Act* is not exhaustively defined and, according to case law, authorities can in some circumstances, include documents such as letters where they contain original creative written "works".

3.3 When does copyright protection arise?

- a) Copyright protection automatically arises as soon as a work exists in a form which can be reproduced.
- b) Copyright can exist in work regardless of whether or not a work is endorsed with a "©" symbol and whether or not it contains a copyright warning.

3.4 Who owns copyright?

- a) Generally, copyright is owned by the creator or author of the work and where created during the course of employment, the employer will own copyright.

3.5 What is copyright infringement?

- a) Copyright infringement is unauthorised reproduction of work that can include where it is (amongst other things):
 - photocopied;
 - scanned;

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- published on a website;
- displayed on an overhead screen; and
- e-mailed.

3.6 When can works lawfully be reproduced?

- a) Works can be reproduced without committing a copyright infringement where the permission, called a "licence" allows it to be lawfully reproduced.
- b) The Council relies upon implied licences to allow it to reproduce works, where:
 - reproduction is necessary by way of legal obligation; or
 - reproduction is out of practical necessity and in the circumstances, it is reasonable to expect that the owner of copyright would know that their work is required to be reproduced.
- c) In addition to licences, there are legislative exemptions which allow the reproduction of documents for certain purposes, including:
 - where required for the purpose of giving professional advice by a legal practitioner or for the purposes of litigation; and
 - where reproduction of a work constitutes a "fair dealing" for the purpose of research or study.

4. DEVELOPMENT ACT 1993 AND DEVELOPMENT REGULATIONS 2008

The following Policy provisions apply to the reproduction of works under the *Development Act* by Council.

4.1 Specific legislative exemptions to copyright infringements

- a) During the assessment of a development application, Council staff need to make reproductions of plans and other works so that they may be marked, or drawn upon, and so that original copies may be preserved. Further, such documents often need to be scanned so that they can be logged and viewed electronically, and stored and saved into Council's records management system.
- b) As the reproduction of works is necessary for development assessment purposes, such works can lawfully be reproduced for internal purposes.
- c) For example, Council may reproduce copyright-protected application documents during the development assessment process to:
 - display plans and other documents on an overhead screen and/or monitors during a Council Assessment Panel (CAP) meeting;
 - make copies of documents for internal discussions and other internal assessment processes;
 - scan and otherwise create electronic copies of documents for internal records management purposes; and
 - reproduce documents to attach to CAP agenda reports for provision to CAP members.

4.2 Public notification of category 2 and 3 development applications

- a) Regulation 34(1) provides that Council must ensure that the following documents, lodged with category 2 and 3 development applications, are made available for inspection by the public:
 - the application;

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- any supporting plans, drawings, specifications or other documents or information provided to the Council; and
 - any statement of effect (where applicable).
- b) Regulation 34(2) and Regulation 34(3) state that the Council must provide to a member of the public, a copy of any information available for inspection where:
- a request is made within the inspection period (i.e. for 10 business days after notice is given by Council – see Regulation 35, Development Regulations 2008); and
 - a fee fixed by Council is paid. A full list of applicable fees can be found in Council's Fees and Charges Schedule; and
 - the person who requests the copy provides their name, address and contact details to Council.
- c) Accordingly, the Council will reproduce works submitted as part of a development application for the purposes of Regulation 34 as this is a necessary requirement of the Development Regulations 2008.
- d) If a member of the public requests a copy of a plan, etc outside of the notification period, but before a development is approved, the Council will not provide copies of these documents to them.
- e) Persons making such a request should apply for disclosure of the document under the *Freedom of Information Act*. However, according to Section 22(2)(c) of that Act, access to a document must not be given by providing a copy of that document if to do so would constitute a copyright infringement. Accordingly, access to a plan or drawing under the *Freedom of Information Act* would likely be given by inspection only, unless the applicant obtains the permission of the copyright owner for a copy of the relevant document to be made.
- f) Where a person cannot attend the Council office on person, due to extenuating circumstances, Council may, in its absolute discretion and on a case-by-case basis, provide a copy of a development application documents to a member of the public, by post, email or facsimile, provided that it is satisfied that the person making the request is entitled to make a representation.
- g) The Council will not publish Regulation 34(1) documents on its website. If a member of the public wishes to inspect and/or obtain a copy of a development application document during its public notification period, that person must attend Council's offices in person.

4.3 Copies of application documents for Council Assessment Panel ("CAP") agendas

- a) Council Assessment Panel agendas necessarily contain reference to officer reports and documents relevant to development applications to be determined by the CAP, including copyright-protected works.
- b) Section 56A(15) of the *Development Act 1993* provides that members of the public are entitled to reasonable access to the CAP agendas. The agenda is the list of matters to be deliberated upon by the CAP at its meeting and does not include the reports and other attachments to the agenda.
- c) Council publishes its CAP agendas on its website in accordance with section 56A of the Development Act. Officer reports and other attachments are not published on Council's website, as to do so could amount to an infringement of copyright.

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- d) Council does not provide physical copies of copyright-protected works, such as plans and other supporting documents associated with a development application included on the CAP agenda, to members of the public as this would constitute a copyright infringement.
- e) Council will provide a copy of an applicants plan, report or other development application document attached to a CAP agenda, where a member of the public obtains the permission of a copyright owner to obtain such a copy.

4.4 Inspection and copies of the register of applications

- a) Council is required to keep a register of development applications, pursuant to Regulation 98(1). From 1 January 2014, this register is also available on Council's website.
- b) The register is required to contain information about development applications, not the application documents themselves. The register should contain:
- the name and address of the applicant (or of each applicant);
 - the date of the application;
 - the date on which the application was received by the Council or other relevant authority;
 - a description of the land which is the subject of the application;
 - a brief summary of the matters, acts or things in respect of which any consent or approval is sought;
 - details of any referral or concurrence on the application;
 - whether any decision is made on the application by the Council, a regional development assessment panel, the Development Assessment Commission or the Governor (where appropriate);
 - any decision on the application;
 - in the case of an application for building rules consent – the fee or fees payable;
 - the date of the commencement of any building work and the date of the completion of any building work; and
 - if any decision on the application is the subject of an appeal, the result of the appeal.
- c) Council must make the register available for inspection by the general public (no fee).
- d) Regulation 98(3) provides that Council **may** provide to a member of the public a copy of any part of the register, or document kept for the purposes of Regulation 98(1), on payment of a fee fixed by Council.
- e) Council will provide copies of documents kept for the purposes of its register where to do so would not constitute a copyright infringement.
- f) Where a copyright infringement could arise, Council will not provide copies of these documents, unless the person requesting such has obtained permission from the copyright owner, or otherwise has submitted a signed a statutory declaration to the effect that reasonable enquiries have been made and the owner of copyright cannot be located.

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4.5 Inspection and copies of documents relating to approved developments

- a) In the case of applications that have been assessed and a decision made, Regulation 101(1) obliges Council to retain certain development application documents relating to building work only (i.e. not regulated/significant trees, land divisions or land uses). These documents include “*all technical details, particulars, plans, drawings, specifications and other documents or information relating to building work*”.
- b) Further, Regulation 101(a1) requires Council to retain a copy of each document provided to it by a private certifier in relation to any application for development plan consent assessed by the private certifier.
- c) Regulation 101(4)(a) provides that a person may inspect at the offices of Council, during its normal office hours, any document retained by the Council under Regulation 101(a1) or 101(1), without charge.
- d) Regulation 101(4)(b) states that a person may, on payment of a reasonable fee fixed by Council, obtain a copy of any document retained by Council under Regulation 101(a1) or 101(1).
- e) This obligation however is subject to a number of exceptions in Regulation 101 (5), including where copying a document would:
 - in the opinion of the Council, unreasonably jeopardise the present or future security of a building; or
 - involve an infringement of copyright in matter contained in a document; or
 - constitute a breach of any other law.
- f) Accordingly, where a person does not have permission from the owner of copyright in plans and other documents held by Council under Regulation 101(a1) or 101(1), Council is not obliged to provide a copy of that document to that person.
- g) However, in recognition of the practical need for copies of such documents to be provided in certain situations, and taking into account copyright considerations, Council will provide copies where the person requesting the copies:
 - is the current owner of the building;
 - is the applicant who obtained development authorisation of the building;
 - has signed a statutory declaration to the effect that they have made reasonable enquiries to locate the owner of copyright in the documents and has not been able to find them.
 - has an order of a court requiring a copy of the documents to be provided.

5. FREEDOM OF INFORMATION ACT 1991

Applications for access to Council records (including development application documents) may be made pursuant to the *Freedom of Information Act 1991*.

According to Section 13(f) of the *Freedom of Information Act*, applicants may request that access to Council documents be given to them in a particular way, including copies.

In accordance with Section 20(1)(b) of the *Freedom of Information Act*, the Council may refuse to grant access to documents if the documents are available for inspection under another Act.

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For instance, where development application documents are made available for inspection during the public notification period under Regulation 34 of the Development Regulations, the Council may refuse access to those documents under the *Freedom of Information Act*.

Similarly, where documents relating to approved developments are available for inspection under Regulation 101(4) of the Development Regulations, the Council may refuse access to those documents under the *Freedom of Information Act*.

Section 22(1) of the *Freedom of Information Act* provides that access to Council documents may be given via various means, including by giving the applicant a copy of the document.

However, Section 22(2)(c) of the *Freedom of Information Act* provides that where an applicant has requested that a copy of a document be provided to them, an alternative form of access may be given where providing a copy would involve an infringement of copyright in matter contained in the document.

This means that the Council cannot lawfully reproduce works subject to copyright for the purpose of providing access under the *Freedom of Information Act* without the prior permission of the copyright owner.

In order to avoid infringing copyright, the Council should consider providing access to copyright-protected documents under the *Freedom of Information Act* by way of inspection, unless:

- the applicant is the owner of copyright in those documents; or
- the applicant has obtained the permission of the owner of copyright in those documents to have them copied; or
- where the applicant has attempted to locate the owner of copyright, but has not been successful, the applicant signs a statutory declaration to this effect.

What if a document is over 20 years old and therefore must be disclosed under 20(2)(c) of the *Freedom of Information Act*?

In this situation, the Council is obliged to provide access to that document, but must still adhere to Section 22(2)(c) of the *Freedom of Information Act* and only allow inspection as the method of access if providing a copy would constitute a copyright infringement.

6. STATE RECORDS ACT 1997

Under this Act, the Council has an obligation to maintain official records in its custody in good order and condition. This obligation applies not only to the capture, storage, maintenance and disposal of physical records, but also to records in electronic format.

An official record is defined in Section 3 of the Act to mean a record made or received by the Council *in the conduct of its business*. This means that, because Council Members and staff of the Council variously act as representatives of the Council, any record created, sent, received, forwarded or transmitted by Council staff and/or Council Members in the performance and discharge of their functions and duties may be classified as an official record.

In order to ensure that official records are kept in safe custody in accordance with the requirements of the *State Records Act*, the Council may cause reproductions of works to be made, including electronic copies ("scans") of documents to be saved in its internal records management

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systems, and may create additional hard copies of documents, where appropriate. Where an official record is reproduced into an Electronic Document Records System, the original may be destroyed in accordance with General Disposal Schedule 21.

The reproductions of works for records management purposes should only be made available to the general public where the original no longer exists. In certain circumstances original works which are digitised (scanned) may be destroyed.

General Disposal Schedule 21: For management and disposal of source documents and digitised versions after digitisation and the accompanying Digitisation of Official Records and Management of Source Documents Guideline establish the criteria for enabling the destruction of source documents. Both GDS21 and the Guideline are available from www.archives.sa.gov.au.

7. AVAILABILITY OF POLICY

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

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File Reference:	AF11/1746; AF11/1182
Applicable Legislation:	Development Act 1993; Freedom of Information Act 1991; State Records Act 1997; Copyright Act 1968
Reference: Community Plan – The Futures Paper 2016-2020	Goal – Our People
Related Policies:	P155 Administration - Privacy R180 Administration - Records Management
Related Procedures:	Development Assessment Procedures Development Control Administrative Standard Operating Procedure
Related Documents:	Freedom of Information – City of Mount Gambier Information Statement

DOCUMENT DETAILS

Responsibility:	GENERAL MANAGER CITY GROWTH
Version:	1.0
Last revised date:	17 th January 2018
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CITY OF MOUNT GAMBIER					
PROFORMA STATEMENT OF COMPREHENSIVE INCOME					
for the period ending 31 December 2017					
		FY BR2 - 2018	FY BR1 - 2018	FY Budget 2018	2017
	Notes	\$'000	\$'000	\$'000	\$'000
INCOME					
Rates	2	20,569	20,574	20,548	19,672
Statutory charges	2	423	423	423	422
User charges	2	4,282	4,280	3,554	4,514
Grants, subsidies and contributions	2	2,010	2,202	3,162	4,858
Investment income	2	48	35	15	36
Reimbursements	2	142	105	105	196
Other income	2	463	284	271	650
Total Income		<u>27,937</u>	<u>27,903</u>	<u>28,078</u>	<u>30,348</u>
EXPENSES					
Employee costs	3	11,030	11,151	11,469	10,728
Materials, contracts & other expenses	3	10,664	10,252	9,331	10,184
Depreciation, amortisation & impairment	3	6,964	6,643	6,630	7,331
Finance costs	3	325	325	325	269
Total Expenses		<u>28,983</u>	<u>28,371</u>	<u>27,755</u>	<u>28,512</u>
OPERATING SURPLUS / (DEFICIT)		(1,046)	(468)	323	1,836
Asset disposal & fair value adjustments	4	6	-	10	48
Amounts received specifically for new or upgraded assets	2	295	295	295	2,189
Physical resources received free of charge	2	-	-	-	1,212
NET SURPLUS / (DEFICIT)		<u>(745)</u>	<u>(173)</u>	<u>628</u>	<u>5,285</u>
transferred to Equity Statement					
Other Comprehensive Income					
<i>Amounts which will not be reclassified subsequently to operating result</i>					
Changes in revaluation surplus - infrastructure, property, plant & equipment	9				(13,457)
Total Other Comprehensive Income		-	-	-	(13,457)
TOTAL COMPREHENSIVE INCOME		<u>(745)</u>	<u>(173)</u>	<u>628</u>	<u>(8,172)</u>
Share of Net Surplus / (Deficit)					
Council		(745)	(173)	628	5,285
Minority Interest		(745)	(173)	628	5,285
Share of Other Comprehensive Income					
Council		-	-	-	(13,457)
Minority Interest		-	-	-	(13,457)
TOTAL COMPREHENSIVE INCOME		<u>(745)</u>	<u>(173)</u>	<u>628</u>	<u>(8,172)</u>

CITY OF MOUNT GAMBIER

PROFORMA STATEMENT OF FINANCIAL POSITION
for the period ending 31 December 2017

	Notes	FY BR2 - 2018 \$'000	FY BR1 - 2018 \$'000	FY Budget 2018 \$'000	2017 \$'000
ASSETS					
Current Assets					
Cash and cash equivalents	5	1,603	2,176	246	3,028
Trade & other receivables	5	1,366	1,366	1,158	1,366
Other financial assets	5	-	-	-	-
Inventories	5	32	32	39	32
		<u>3,001</u>	<u>3,574</u>	<u>1,443</u>	<u>4,426</u>
Non-current Assets held for Sale	20	-	-	-	-
Total Current Assets		<u>3,001</u>	<u>3,574</u>	<u>1,443</u>	<u>4,426</u>
Non-current Assets					
Financial assets	6	35	35	28	35
Equity accounted investments in Council businesses	6	-	-	-	-
Investment property	7	-	-	-	-
Infrastructure, property, plant & equipment	7	228,246	228,431	239,007	228,256
Other non-current assets	6	-	-	-	-
		<u>228,281</u>	<u>228,466</u>	<u>239,035</u>	<u>228,291</u>
Total Non-current Assets		<u>228,281</u>	<u>228,466</u>	<u>239,035</u>	<u>228,291</u>
Total Assets		<u>231,282</u>	<u>232,040</u>	<u>240,478</u>	<u>232,717</u>
LIABILITIES					
Current Liabilities					
Trade & other payables	8	2,962	2,962	2,092	2,962
Borrowings	8	206	206	2,405	206
Provisions	8	3,288	3,473	2,435	3,288
Other current liabilities	8	-	-	-	-
		<u>6,456</u>	<u>6,641</u>	<u>6,932</u>	<u>6,456</u>
Liabilities relating to Non-current Assets held for Sale	20	-	-	-	-
Total Current Liabilities		<u>6,456</u>	<u>6,641</u>	<u>6,932</u>	<u>6,456</u>
Non-current Liabilities					
Trade & Other Payables	8	-	-	-	-
Borrowings	8	2,100	2,100	2,778	2,790
Provisions	8	3,599	3,599	209	3,599
Liability - Equity accounted Council businesses	8	-	-	-	-
Other Non-current Liabilities	8	-	-	-	-
		<u>5,700</u>	<u>5,700</u>	<u>2,987</u>	<u>6,390</u>
Total Non-current Liabilities		<u>5,700</u>	<u>5,700</u>	<u>2,987</u>	<u>6,390</u>
Total Liabilities		<u>12,155</u>	<u>12,340</u>	<u>9,919</u>	<u>12,845</u>
NET ASSETS		<u>219,126</u>	<u>219,699</u>	<u>230,559</u>	<u>219,872</u>
EQUITY					
Accumulated Surplus		55,114	55,686	60,366	55,859
Asset Revaluation Reserves	9	160,983	160,983	168,966	160,983
Available for sale Financial Assets	9	-	-	-	-
Other Reserves	9	3,030	3,030	1,227	3,030
Total Council Equity		<u>219,127</u>	<u>219,700</u>	<u>230,559</u>	<u>219,872</u>
Minority Interest		-	-	-	-
TOTAL EQUITY		<u>219,127</u>	<u>219,700</u>	<u>230,559</u>	<u>219,872</u>

CITY OF MOUNT GAMBIER

PROFORMA STATEMENT OF CHANGES IN EQUITY for the period ending 31 December 2017

		Accumulated Surplus	Asset Revaluation Reserve	Available for sale Financial Assets	Other Reserves	TOTAL EQUITY
2018	Notes	\$'000	\$'000	\$'000	\$'000	\$'000
Balance at end of previous reporting period		55,859	160,983	-	3,030	219,872
Restated opening balance		55,859	160,983	-	3,030	219,872
Net Surplus / (Deficit) for Year		(745)				(745)
Other Comprehensive Income						
Transfers between reserves		-			-	-
Balance at end of period		55,114	160,983	-	3,030	219,127
2017	Notes	\$'000	\$'000	\$'000	\$'000	\$'000
Balance at end of previous reporting period		54,680	168,966	-	4,382	228,028
Restated opening balance		54,680	168,966	-	4,382	228,028
Net Surplus / (Deficit) for Year		5,285				5,285
Other Comprehensive Income						
Gain on revaluation of infrastructure, property, plant & equipment			(13,457)			(13,457)
Other equity adjustments		(5,458)	5,474			16
Transfers between reserves		1,352			(1,352)	-
Balance at end of period		55,859	160,983	-	3,030	219,872

CITY OF MOUNT GAMBIER
STATEMENT OF CASH FLOWS
for the period ending 31 December 2017

	Notes	FY BR2 - 2018 \$'000	FY BR1 - 2018 \$'000	FY Budget 2018 \$'000	YTD 2018 \$'000	Actual 2017 \$'000
CASH FLOWS FROM OPERATING ACTIVITIES						
<u>Receipts</u>						
Rates - general & other		20,569	20,574	19,481	20,499	19,682
Fees & other charges		423	423	388	266	422
User charges		4,282	4,280	3,637	2,303	4,292
Investment receipts		48	35	15	34	75
Grants utilised for operating purposes		2,010	2,202	3,052	457	4,858
Reimbursements		142	105	155	66	196
Other revenues		463	284	-	316	650
<u>Payments</u>						
Employee costs		(12,026)	(11,959)	(10,298)	(5,935)	(11,685)
Materials, contracts & other expenses		(9,668)	(9,259)	(9,440)	(4,223)	(8,478)
Finance payments		(325)	(325)	(322)	(88)	(269)
Net Cash provided by (or used in) Operating Activities		5,918	6,360	6,668	13,695	9,744
CASH FLOWS FROM INVESTING ACTIVITIES						
<u>Receipts</u>						
Amounts specifically for new or upgraded assets		295	295	295	-	2,189
Sale of replaced assets		6	-	569	103	96
Sale of surplus assets		-	-	-	97	-
Sale of investment property		-	-	-	-	-
Net disposal of investment securities		-	-	-	-	-
Sale of real estate developments		-	-	-	-	-
Repayments of loans by community groups		-	-	-	-	40
Distributions received from equity accounted Council businesses		-	-	-	-	-
<u>Payments</u>						
Expenditure on renewal/replacement of assets		(4,247)	(3,933)	(4,273)	(483)	(2,788)
Expenditure on new/upgraded assets		(2,707)	(2,884)	(2,610)	(3,000)	(5,279)
Purchase of investment property		-	-	-	-	-
Net purchase of investment securities		-	-	-	-	-
Development of real estate for sale		-	-	-	-	-
Loans made to community groups		-	-	-	-	-
Capital contributed to equity accounted Council businesses		-	-	-	-	-
Net Cash provided by (or used in) Investing Activities		(6,653)	(6,522)	(6,019)	(3,284)	(5,743)
CASH FLOWS FROM FINANCING ACTIVITIES						
<u>Receipts</u>						
Proceeds from borrowings		-	-	-	-	-
Proceeds from aged care facility deposits		-	-	-	-	-
<u>Payments</u>						
Repayments of borrowings		(690)	(690)	(425)	-	(874)
Repayment of finance lease liabilities		-	-	-	-	-
Repayment of aged care facility deposits		-	-	-	-	-
Net Cash provided by (or used in) Financing Activities		(690)	(690)	(425)	-	(874)
Net Increase (Decrease) in cash held		(1,425)	(852)	224	10,411	3,128
Cash & cash equivalents at beginning of period	10	3,028	3,028	22	3,028	948
Cash & cash equivalents at end of period	10	1,602	2,176	246	13,439	4,075

This Statement is to be read in conjunction with the attached Notes

CITY OF MOUNT GAMBIER

PROFORMA NOTES for the period ending 31 December 2017

UNIFORM PRESENTATION OF FINANCES

The following is a high level summary of both operating and capital investment activities of the Council prepared on a simplified Uniform Presentation Framework basis.

All Councils in South Australia have agreed to summarise annual budgets and long-term financial plans on the same basis.

The arrangements ensure that all Councils provide a common 'core' of financial information, which enables meaningful comparisons of each Council's finances.

	FY BR2 - 2018 \$'000	FY BR1 - 2018 \$'000	FY Budget 2018 \$'000
Income	27,937	27,903	28,078
less Expenses	<u>28,983</u>	<u>28,371</u>	<u>27,755</u>
Operating Surplus / (Deficit)	(1,046)	(468)	323
<i>less Net Outlays on Existing Assets</i>			
Capital Expenditure on renewal and replacement of Existing Assets	4,247	3,933	4,273
Depreciation, Amortisation and Impairment	(6,964)	(6,643)	(6,630)
Proceeds from Sale of Replaced Assets	<u>(6)</u>	<u>-</u>	<u>(569)</u>
	(2,723)	(2,710)	(2,926)
<i>less Net Outlays on New and Upgraded Assets</i>			
Capital Expenditure on New and Upgraded Assets <i>(including investment property & real estate developments)</i>	2,707	2,610	2,610
Amounts received specifically for New and Upgraded Assets	(295)	(295)	(295)
Proceeds from Sale of Surplus Assets <i>(including investment property and real estate developments)</i>	<u>-</u>	<u>-</u>	<u>-</u>
	2,412	2,315	2,315
Net Lending / (Borrowing) for Financial Year	(735)	(73)	934

CITY OF MOUNT GAMBIER

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the period ending 31 December 2017

Note 13 - FINANCIAL INDICATORS

	FY BR2 - 2018	FY BR1 - 2018	Budget 2018	2017
<p>These Financial Indicators have been calculated in accordance with Information Paper 9 - Local Government Financial Indicators prepared as part of the LGA Financial Sustainability Program for the Local Government Association of South Australia. Detailed methods of calculation are set out in the SA Model Statements.</p> <p>The Information Paper was revised in May 2015 and the financial indicators for previous years have been re-calculated in accordance with the revised formulas.</p>				
Operating Surplus Ratio				
<u>Operating Surplus</u>	(3.7%)	(1.7%)	1.2%	6.0%
Total Operating Revenue				
<i>This ratio expresses the operating surplus as a percentage of total operating revenue.</i>				
Adjusted Operating Surplus Ratio				
	(8.2%)	(5.3%)	1.2%	6.0%
<i>In recent years the Federal Government has made advance payments prior to 30th June from future year allocations of financial assistance grants, as explained in Note 1. The Adjusted Operating Surplus Ratio adjusts for the resulting distortion in the disclosed operating result for each year.</i>				
Net Financial Liabilities Ratio				
<u>Net Financial Liabilities</u>	43%	44%	35%	28%
Total Operating Revenue				
<i>Net Financial Liabilities are defined as total liabilities less financial assets. These are expressed as a percentage of total</i>				
Asset Sustainability Ratio				
<u>Net Asset Renewals</u>	74%	74%	74%	62%
Infrastructure & Asset Management Plan required expenditure				
<i>Net asset renewals expenditure is defined as net capital expenditure on the renewal and replacement of existing assets, and Amounts shown above an asterisk (*) indicate that depreciation expense has been used as a proxy, pending finalisation of the Infrastructure & Asset Management Plan.</i>				



A YOUTH ENGAGEMENT STRATEGY FOR MOUNT GAMBIER

DRAFT

Introduction

A key initiative of Council's Community Plan – The Futures Paper 2016-2020, the Youth Engagement Strategy recognises and responds to the fundamental role that young people between the age of 12 and 25 play as citizens and integral members of our community.

The Strategy also reflects Council's commitment to ensuring that young people have input into the future planning of our City and works to ensure that Mount Gambier continues to evolve as a place that celebrates and supports its younger population.

From the outset, it was important that this strategy was informed and driven by our youth. Initial brainstorming sessions with 'City Youth' - Council's Youth Advisory Group, informed the development of an engagement strategy, mapping stakeholders and defining a range of activities to capturing a broad cross-section of young people who work, live, visit or study in Mount Gambier.

Engagement activities were designed to encourage participants to explore:

- *What's great about Mount Gambier as a place for young people?*
- *What's not great about Mount Gambier as a place for young people?*
- *What matters most for the future?*
- *What we'd like to see happen in Mount Gambier?*
- *Whose role is it to make things happen?*

Branded #MyMTG, the engagement program was launched by Councillor Josh Lynagh on Friday 11 August 2017 in conjunction with the Limestone Coast Careers Expo, in the presence of secondary students from throughout the region, members of City Youth and Council staff.

Opportunities for young people to engage with Council through the engagement period received broad promotion through print and digital media channels, local schools and the Library and Main Corner.

In collaboration with Elected Members, Council staff local business and community sector, consultation continued for 4 months, engaging a total of 694 young people across 16 separate events and activities.

In addition to the engagement activity led by Council, the project also benefited from the participation of Ms Julie Baum, a final year Social Work student from the University of South Australia who completed a placement with Council. Julie engaged 60 young people in exploring the indicators, impacts and perceptions of social exclusion in Mount Gambier (Attachment 1). As part of this study, participants explored:

- The degree they felt they belonged and 'were a part of' Mount Gambier
- The achievability of education and employment locally; and
- The sense of fulfillment of the lifestyle that Mount Gambier offered.

Concurrent to the engagement activity undertaken by Council, South Australia's first Commissioner for children and young people, Helen Connolly kicked off her Listening Tour in Mount Gambier (Attachment 2) in response to the initiative undertaken by the Youth Advisory Group to provide a submission to the Council for the Care of Children illustrating their expectations of what the Commissioner should be, do and achieve.

The Engagement Strategy

Recognising the evolving needs and interests of young people, particularly in the progression to independence, an initial stakeholder mapping exercise assisted in defining age-appropriate and targeted engagement activities for each cohort.

	Age (yrs)	What's potentially happening?	Engagement opportunities
Early Adolescence	12	Transitioning to secondary education	<ul style="list-style-type: none"> • School based workshops • Student representative committees • Library workshops • Sport and recreational based activity • Community youth groups (Scouts, Guides etc)
	13	Defining identity and defining relationships	
	14	Desire for independence Defining education pathway	
Middle Adolescence	15	Able to commence casual employment	<ul style="list-style-type: none"> • Interest based workshops • Student representative committees • Engagement activity at recreational spaces (i.e. skate park, sporting facilities etc) • Engagement through large employers or age groups • Service providers and alternative education providers • Community youth groups
	16	Able to apply for learners driving permit	
	17	Year 11 or 12 or leaving school	
	18	Legal purchase of alcohol	
	19	Transition to tertiary study or a level of employment Increased independence	
Late Adolescence/ Young Adult	20	Further definition of career or employment/underemployment level	<ul style="list-style-type: none"> • TAFE and Universities • Service providers • Employment agencies • Young Professionals networks • Employers/Chamber of commerce • Café's, clubs and night entertainment venues
	21	Potential completion of study	
	22	Self-supported accommodation	
	23	Increased sense of identity	
	24	Potential decreased participation in sport	
	25		

Engagement Activity

City Youth – City of Mount Gambier Youth Advisory Group

Integral to the delivery of the engagement strategy, regular meetings with City Youth provided both a sounding board for the project team and an opportunity to fine tune consultation activities. City Youth were also presented with copies of the feedback and data collected from each activity, prompting discussion and further articulating final recommendations for the Strategy.

Online Hub

An online hub was created on Have Your Say Mount Gambier (www.haveyoursaymountgambier.com.au/mymtg) to provide a central location for information about the Youth Engagement Strategy. This page attracted 630 visitors during the engagement period.

Limestone Coast Career Expo Stand



With the assistance of Elected Members, Council staff and members of City Youth, a #MyMTG stand was held at the Limestone Coast Career Expo on 11 August 2017. This stand created an excellent opportunity to promote the Engagement Strategy and capture surveys from students from across the region.

Graphic Surveys

Colourful and single page surveys were created to present key survey questions in an informal and fun manner. Respondents wrote or drew their responses. These surveys became incredibly useful as non-intimating ways to engage with young people individually or in group sessions.

Chalk Boards

Located at various Council sites and at youth oriented events, #MyMTG chalk boards were used to capture responses to a variety of broad questions relating to the strategy. These questions included:

- *What's most important to for the future?*
- *What's awesome about Mount Gambier?*
- *If you could change one thing about Mount Gambier, what would it be?*
- *What would you like to see happen in Mount Gambier?*
- *What is it about Mount Gambier that we could improve?*

Throughout sections of the engagement period, chalk boards were located at:

- The Independent Learning Centre
- The Main Corner
- Mount Gambier Library
- Melaleuca Reserve
- City Youth 'Escape Room' event
- Mount Gambier TAFE.

Space or Group Focused Workshops/Interviews

To ensure that consultation could occur in spaces which felt comfortable to the target audiences, members of the project team sought the opportunity to attend places where young people were already gathering or regularly frequented. As a result, a range of consultations, interviews or workshops were held at spaces such as:

- Headspace
- Melaleuca Reserve
- Mount Gambier Library
- Macs Hotel
- Mount Gambier TAFE
- Metro Bakery
- AF Sutton Reserve Skate Park; and
- Daktari Sports Store



Student Leaders Roundtable

Bringing together 10 student leaders from each high school in Mount Gambier, a Student Leader's Roundtable was staged at City Hall. Students participated in a number of group sessions facilitated by Elected Members, Council staff and members of City Youth.

Online Surveys

Hosted on the Have Your Say web site, online surveys provided a valuable source of well-considered feedback from a range young city users. To encourage participation, 2 Harvey Norman Gift Vouchers were randomly awarded throughout the consultation period. These surveys were completed by 60 young people between the ages of 12-25.



Young Professionals Roundtable

Staged at Macs Hotel, the Young professionals Roundtable brought together 10 young people who live and work in Mount Gambier. Participants worked in a range of sectors including health, media, forestry, manufacturing, education and government.

Review

As a final step in the engagement process, a community update was published and distributed in October 2017 to a cross-section of participants who had participated to date (Attachment 3).

This update provided an overview of the consistent messages that Council had heard from our youth throughout the engagement period.

Participation

Over 4 months 694 young people provided input into the Youth Engagement Strategy across 16 separate engagement activities.

This included:

- 141 participants in workshops, interviews and roundtable consultations
- 493 completed surveys; and
- 60 participants in interviews and small workshop sessions with Julie Baum (University of South Australia Student Placement).

Have Your Say Mount Gambier Online Survey

Of the 60 young people who participated in the online survey:

Location:	85% lived in Mount Gambier 15% lived elsewhere in the region and visited for education, employment, entertainment or services
Gender:	23.3% identified as male 76.6% identified as female
Age:	21.7% were aged 12-14 35% were aged 15-19 43.3% were aged 20-25

Career Expo Survey

Of the 433 young people who completed a survey at the Limestone Coast Career Expo:

Location:	52.4% lived in Mount Gambier 47.6% lived elsewhere in the region and visited for education, employment, entertainment or services.
Gender:	38.7% identified as male 60.8% identified as female 0.5% identified as other
Age:	16% were aged 12-14 81.9% were aged 15-19 2.1% were aged 20-25

Those engaged through roundtable and targeted activity included:

- Young musicians
- Friendship Force (Young Carers)
- Skate Park users
- Limestone Coast STEM students
- Melaleuca Reserve users – (Door knock and community barbeque)
- Library Youth Space users
- Headspace Youth Reference Group members
- Independent Learning Centre (Metro Bakery mentoring group).
- Daktari Sports Store Management (non-youth)
- Mount Gambier Mountain Bike President (non-youth)

Youth Response

All submissions have been reviewed (Summary Attachment 4) with the consistent message received from our Youth based around passive and commercial activities. Generally the availability of public space is of high value and regularly used however, the decline in commercial offerings is of particular concern. Transport and affordable accessibility also remain a barrier to participation.

A snapshot of responses include:

What do you like about Life in Mount Gambier?

- We enjoy 'urban country life' as the city is the right size to have some of the benefits of a city, with the feel of a large country town.
- We have some shopping and entertainment options like the cinema and 10 pin bowling.
- For most, the presence of friends and family creates an important ongoing connection to the city.
- Local people are friendly and the size of the city helps people to get to know and support one another.
- We have access to some great services, particularly the Library where we can learn things, meet people and hang out.
- We enjoy the high quality of parks, gardens and recreational spaces.
- The accessibility of the beach and other unique natural environments adds value to the lifestyle that we enjoy locally.
- We have a strong sporting culture and a range of options available
- Mostly, we feel safe when we're out and about in the community
- If you live in the city, it's easy to get around.

What don't you like about life in Mount Gambier?

- We lack entertainment options for young people.
- In winter and in the evenings, there's even less for young people to do in the city.

- Our live music scene is limited, we often miss out on touring acts and when they do visit, they're often only accessible to adults.
- We're worried about the presence of drugs in our community.
- Many of our commercial entertainment options (go-karts, roller skating, laser-tag and video arcades) have closed.
- We lack an all-weather aquatic facility.
- Limited housing options that are desirable to young professionals.
- Empty shops take away from the vibrancy of the city and make us worried for the future.
- For those of us who out of town, transport to the city is challenging.
- Our skate parks are often crowded, particularly with bmx and scooter riders
- Free wifi in the city is limited in availability and often of poor quality
- As local tertiary study options are limited, in most cases, we have to move if we want to continue our education.
- We lack places to just 'hang out', particularly in the evenings or in winter.

Issues of Youth Exclusion

- Lack of sustainable employment
- Limited opportunities to enter employment if unskilled or unknown
- Expensive private rental
- Government housing long waiting lists
- Family breakdown leaves you homeless
- Moving to a new town to study separates me from my networks
- Family circumstances, Domestic Violence, Drug and Alcohol Abuse all affect my ability to stay connected to school
- Not enough further education opportunities locally
- Limited service access for those on the perimeter of Mount Gambier
- Limited specialist medical services
- Social stigma for some areas
- Social stigma on youth

Social Issues

- Homelessness/Couch surfing
- Boredom
- Drugs
- Peer pressure, bullying

Recommendations

1. Fit for purpose recreational facilities	Strategic Alignment
1.1 Council develop a recreational strategy that gives holistic consideration to the delivery of all recreational assets across the city 1.2 Council consider the health, wellbeing and social benefits clearly articulated by young people regarding the development of an indoor pool facility/aquatic centre 1.3 Council further the proposal that was submitted to Fund My Neighbourhood and introduce a Pump Track at Hastings Cunningham Reserve that extends the all age offering of recreational assets	Futures Paper, Community Plan, Regional Health Plan, Social Inclusion Charter, City Growth Strategy, Youth Engagement Strategy
2. Engaging with Public Space	Strategic Alignment
2.1 Council maintain the quality standard of our Parks and Gardens 2.2 Council facilitate community and commercial activation (short, medium and long term) in public spaces such as the Crater Lake precinct	Futures Paper, Community Plan, Regional Health Plan, Social Inclusion Charter,

2.3 Council invest in programming which provide youth-led public art outcomes (eg YAG proposal - Attachment 5)	City Growth Strategy, Digital Strategy, Culture and Heritage Plan, Youth Engagement Strategy
2.4 Council acknowledge the value to young people in extending the provision of high quality Wi-Fi services to the CBD	
3. Create an accessible, welcoming and engaging CBD for young people	Strategic Alignment
3.1 Council considers the development of a CBD precinct activation group to foster community leadership	Futures Paper, Community Plan, Regional Health Plan, Social Inclusion Charter, City Growth Strategy, Digital Strategy, Econ Search Report, Culture and Heritage Plan, Youth Engagement Strategy
3.2 Council review internal systems to support opportunities which encourage entrepreneurial youth participation in the CBD	
3.3 Included in Urban Planning, Council considers the needs of young people to enjoy safe and accessible spaces in the public realm in the early evenings	
3.4 Council actively encourage the development of commercial environments which are safe, affordable and attractive to young people.	
3.5 Council work with existing transport providers to review access to reliable and affordable transport particularly in the evenings and weekends	
4. Creating a sustainable, vibrant and visual youth culture	Strategic Alignment
4.1 Develop a live music action plan to build capacity of our city to sustain a vibrant live music culture	Futures Paper, Community Plan, Social Inclusion Charter, Econ Search Report, Culture and Heritage Plan, Youth Engagement Strategy
4.2 Encourage delivery of events which attract an all-ages audience	
4.3 Council facilitate partnerships with education providers and businesses to foster viable employment pathways	
5. Social Issues	Strategic Alignment
5.1 Advocate and actively support initiatives and services that identify and address youth at risk of homelessness and disengagement	Futures Paper, Community Plan, Regional Health Plan, Reconciliation Action Plan, Social Inclusion Charter, Youth Engagement Strategy, Community Engagement and Social Inclusion sub committee
5.2 Advocate and actively support initiatives and services that address drug, alcohol and substance abuse	

Summary

The Youth Engagement Strategy identifies some focused work in the future to articulate recreation strategies and gain a clearer measure on our local social issues. Revealed throughout the consultation is the increasing vulnerability issues for youth in Mount Gambier. Youth unemployment is sitting at 14.5% for Mount Gambier, this is above the Regional SA average of 13.4%. The undercurrent of homelessness and couch surfing, whilst known to services providers, is an issue that can easily be silent if reliant on traditional data sources. The increasing incidence of disengagement and homelessness has drawn attention from the University of South Australia, Uniting Communities and the Service to Youth Council who have partnered in a two year Community of Schools and Youth Services Early Intervention Pilot to identify those Youth at risk of disengagement and homelessness and offering a range of preventative support.

Synergies in feedback from both the Culture and Heritage Plan and Youth Engagement consultation regarding solutions for youth development and engagement is of value as we move toward building the capacity of our community. The youth of Mount Gambier have a strong role to play in our future and implementing outcomes identified in our strategic framework. Delivery of collaborative outcomes with our

community, business and education sectors to support youth employment opportunities ensures a sustainable approach to the growth of Mount Gambier.

Attachments:

1. Social Exclusion – Indicators, impacts and perceptions of Youth in Mount Gambier
2. 'Listening Tour' Regional Wrap Up – Commissioner for Children and Young People, Helen Connolly
3. Community Update – Youth Engagement Strategy
4. Feedback Summary – Youth Engagement Strategy
5. YAG Street Art Proposal

DRAFT

SOCIAL EXCLUSION – INDICATORS, IMPACTS AND PERCEPTIONS OF YOUTH IN MOUNT GAMBIER



1/1/2017

A Report by Julie Baum
4th Year Social Work Student – University of South Australia



City of
Mount Gambier

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I would like to acknowledge the collaboration and support of the Mount Gambier City Council team including; Barbara Cernovskis – General Manager Community Wellbeing, Alison Brash – Community Development Officer and Ben Kilsby – Community and Stakeholder Engagement Officer. I appreciate being provided the opportunity to undertake my final placement with the Council, and thank you for working with me through the process. Thank you also to the services who supported my research project, The Migrant Resource Centre and Independent Learning Centre.

I would also like to acknowledge the support from Sandi Seymour – Field Placement Officer, University of South Australia, your knowledge of literature has always amazed me. And finally I would like to give a special mention to Paula McCubbin – Student Supervisor, thank you for being an ear to hear, mirror to reflect, an encouraging word and teacher.

Julie Baum – Social Work Student, University of South Australia

Introduction

In recent decades Governments and policy makers on a local, national and global scale have been discussing and implementing strategies for social inclusion in communities. Society is increasingly recognizing where individuals and groups of people are becoming disconnected, isolated, and disengaged from each other, and their community.

This lack of connection/segregation from the community has been identified in literature as social exclusion:

“Social exclusion involves the lack of or denial of resources, rights, goods and services, and the inability to participate in the normal relationships and activities, available to the majority of people in a society, whether in economic, social, cultural or political arenas. It affects both the quality of life of individuals and the equity and cohesion of society as a whole.” (Crous & Bradshaw 2017)

Social Exclusion has become the 'go to' phrase, it is the terminology most commonly used in literature today to provide a framework for understanding preclusion of individuals in society. What is well recognized is the impact of exclusion in relation to youth, they face a rapidly evolving world where they are more closely connected on a global scale (technology, media, internet), but are less connected on an individual personal level.

Family and community structures have changed, the current labor market has greatly impacted employment for youth, and there are comparatively fewer full time apprenticeships available, than in years gone by. Youth are now reliant on casual or part-time roles often having more than 1 job at a time to survive. Our housing market both in rentals and home buyers has become unaffordable and almost unattainable for most youth.

Introduction

While the expectation on youth to achieve a higher education due to the competitiveness in the market often precludes young people from gaining sustainable employment and/or future possibilities for career growth.

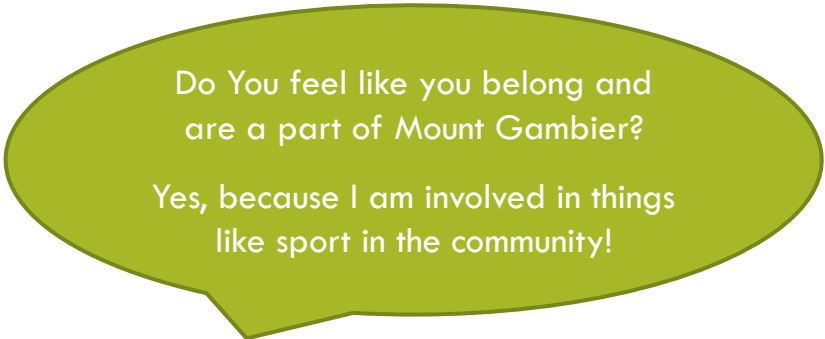
While unemployment, housing and family structures are all factors in social exclusion, the exclusionary process is also related to the assumptions held by society, the truths/untruths by which their perceptions and biases are attained (Burns et.al, 2008). These perceptions often lead to barriers which further increase the risk of disengaging youth. Barriers can be both physical (preventing a person from engaging in services), and personal (stigma, stereotyping, labeling). As a society we place labels on individuals, 'unemployed', 'lower socio-economic', 'uneducated', to name a few. Once this label or stigma has been placed upon a person, they are then subjected to barriers which impact their ability to engage in and be connected to those around them (Burns, et.al, 2008).

Whether we are attempting to understand social exclusion, or finding indicators and labels for what this means and how it is represented, this is a 'topic' which must be addressed if we as a society want to be inclusive.

The following report seeks to gain an awareness of social exclusion of youth in Mount Gambier, to provide an awareness of what social exclusion looks like, how it is perceived, how it effects and impacts those who are excluded and what can be done to affect change for the future.

Background Data

The following report is based on the research undertaken by Julie Baum into Social Exclusion of Youth in Mount Gambier. Being excluded in a social context means that an individual may not feel included in society and/or, be denied access to opportunities. To be able to gain a deep understanding of what this could mean to youth in Mount Gambier, the questions were developed to gain insight into the feelings and lived experience of youth, seeking to understand if they felt a sense of belonging in their community. The questions were designed to ascertain the following; did the youth believe they were excluded, if so in what ways and why, and what can be done in our community to change this.



Do You feel like you belong and
are a part of Mount Gambier?

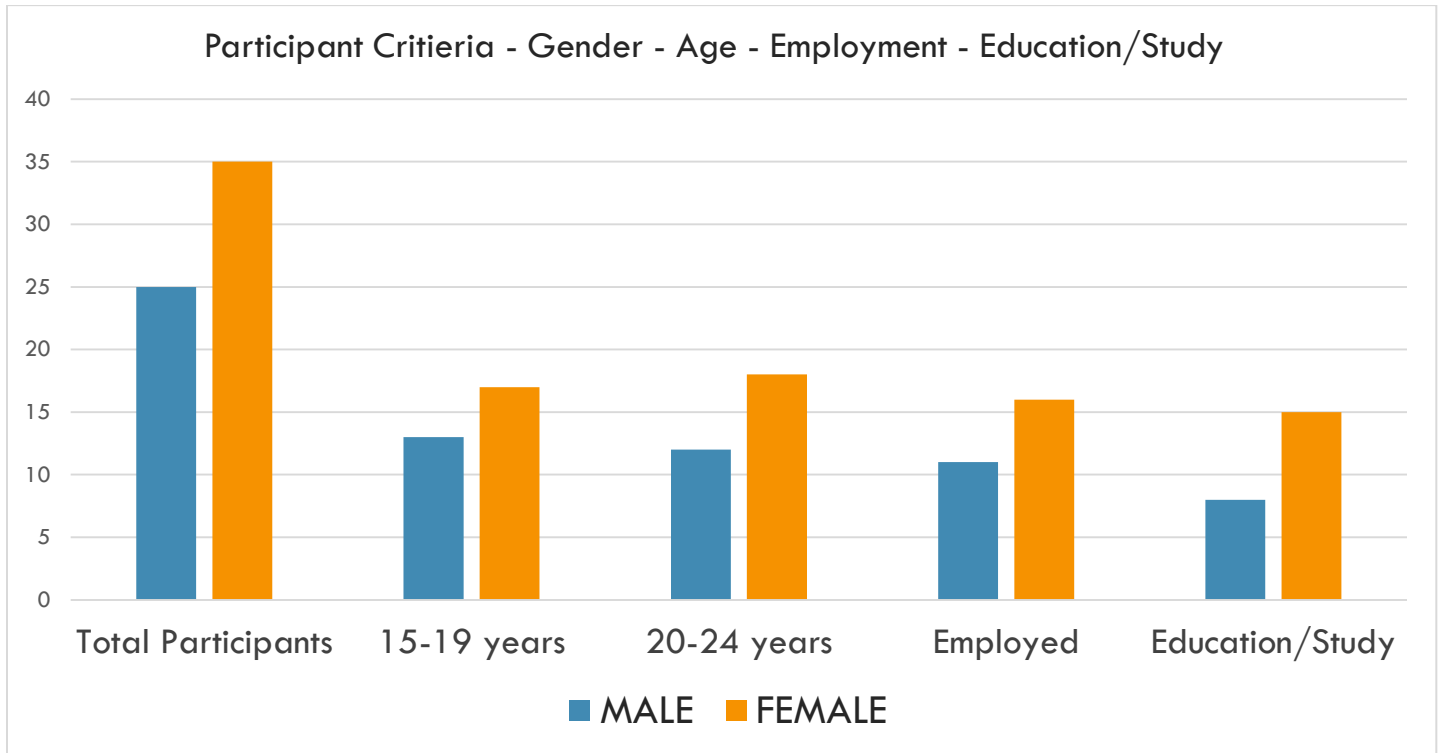
Yes, because I am involved in things
like sport in the community!

The questions asked in the research were as follows;

- Do you feel like you belong, that you are a part of the Mount Gambier Community?
- If you do not feel like you belong, can you tell me why?
- What is here in Mount Gambier that makes you want to stay?
- Can you do things you want to do here, if so what are they?
- What can you not do here, what would you like to do or have here?
- Do you believe there will be job opportunities for you here, if not where will you go?
- Do you believe you will be able to get the further education you want here, if not where will you go
- If your Mount Gambier community could be different, how would that look to you?

Background Data

Data analysis of participants

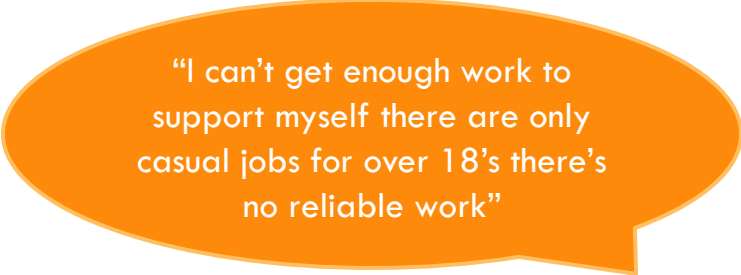


The following is background information on the participant sample;

- Total number of participants was 60
- 11 participants were ILC (Independent Learning Centre) students
- 7 participants were from the MRC (Migrant Resource Centre)
- 9 participants were Uni students – 8 full-time and 1 part-time
- The remaining 33 participants were interviewed through direct engagement in the community (shopping centre's, main street, local parks etc)
- The majority of participants were interviewed during normal business hours with the exception of 8 participants interviewed on the weekend

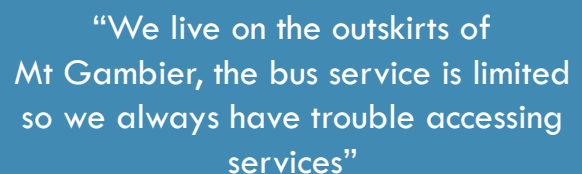
Indicators

The indicators/causes of social exclusion can be identified through; unemployment, poor housing, education capacity, family/relationship breakdown, limited opportunities to access/utilize services and disengagement and isolation from the community.



“I can’t get enough work to support myself there are only casual jobs for over 18’s there’s no reliable work”

These factors are exacerbated for youth who live in regional areas where there are higher unemployment rates for youth aged 18-25 years, less private housing opportunities and lengthy waiting lists for public housing (6-7 Years), (Housing SA, 2017). Services for both physical health and mental wellbeing are difficult for some young people to access, or unavailable due to limited service providers in regional settings. Exclusion is also recognized through an individual’s participation in society. It is the inter-relationships between friends, family, social networks and community that all play a role in a person feeling a sense of belonging, (Pouw & Hodgkinson 2016). Segregation from the community is often seen in individuals and groups who are stigmatized by socio-economic areas and social status. Sheppard (2006) suggests when a person perceives that stigma is real or assumed, that it can cause individuals and groups to disengage and separate themselves from society. This was further supported through discussions held at the Melaleuca Community Day, where participants noted that they feel ‘set apart’ from and believe they are less valued than people who live in other areas of Mount Gambier.



“We live on the outskirts of Mt Gambier, the bus service is limited so we always have trouble accessing services”

Indicators cont.

The following indicators were identified by the Youth who participated in the research;

- Lack of sustainable employment
- Limited opportunities to enter employment if unskilled or unknown
- Expensive private rental
- Government housing long waiting lists
- Family breakdown leaves you homeless
- Moving to a new town to study separates me from my networks
- Family circumstances, Domestic Violence, Drug and Alcohol abuse all affect my ability to stay connected to school
- Not enough further education opportunities locally
- Limited service access for those on the perimeter of Mount Gambier
- Limited medical services
(Often have to be sent to Adelaide for major treatment)
- Social stigma for some areas
- Social stigma on youth



“I can’t live at home anymore but I can’t afford private rental so I couch surf”

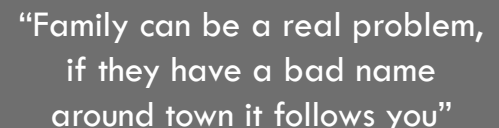
There are clear identifiable similarities between the participant data and information found in literature regarding the indicators of social exclusion. What is evident for the Youth of Mount Gambier is that housing, unemployment, social networks and service availability are all key factors in inclusion. Each of these play a role in their sense of belonging or not belonging, and whether or not they feel isolated, disconnected or segregated from their community.

Impacts

An individual who feels 'socially excluded' can often feel as though they do not belong or that they are not a part of anything (including friendships, family, support networks and the community). There can be a sense of isolation, they can feel precluded from opportunities and sometimes feel as though they are being barred from participating. Consider the following 2 case studies;

Case Study; 19 Year old Male

- You did not attain your high school certificate due to family breakdown
- You feel inadequate to try any other form of education or training
- You do not have a job and no one will give you a chance
- You have to rely on Centrelink support payments to survive, with this comes social stigma due to society's expectations for you to look after yourself
- Due to family circumstances you sometimes find yourself having to 'couch surf'
- You are now excluded from society because you cannot get a job, you live in poor housing and you cannot get the education you need to get a job
- You now live with stigma related living in the lower socio-economic area
- You are excluded from participating in the community due to financial and transport limitations



“Family can be a real problem, if they have a bad name around town it follows you”

Case Study; 21 Year old Female

- You moved to Mt Gambier to do Uni, leaving all of your family and support
- You cannot get any work because no one knows you here
- You have to rely on Centrelink and family support for your finances and housing
- You feel isolated in this new community, and your support networks are far away


Impacts cont.

- As you do not have friendships here you find it hard to connect with other young people your age as you do not go out drinking or nightclubbing
- You are excluded from participating fully in community activities due to financial limitations
- You are excluded because you don't fit in with the 'norm' of youth society

While these scenarios are completely different both of these young people are in some way 'set apart' from people in their community. Exclusion comes through a complex series of issues, one form of exclusion (poor education) can often lead to secondary exclusion (unemployment), and further into subsequent exclusion (intergenerational poverty), Pouw & Hodgkinson (2016). Feeling separated from society can cause both physical and psychological impacts on individuals, feeling as though they have no control over their lives (Heikkinen, 2000) and leading them to feel isolated, segregated and devalued in their community.

Impacts identified by the research participants included;

- Isolation from peers
- Stigma from services
- Racism
- Ostracized from the community
- Low self-worth
- Depression
- Anxiety
- Segregated at school



As Refugees we had to tolerate a lot of racism when we first arrived, it made me very sad and it took me a long time to settle here

Perceptions

Perceptions are the thoughts, feelings, and ideas of the youth that were interviewed in the research. Each young person interviewed was provided a forum to have their voice heard, this was to hear how they felt and also an opportunity for them to present their views on what the community means to them and how they do or do not belong.

The data gathered in the research was able to identify several common threads amongst all interviewees, they were;

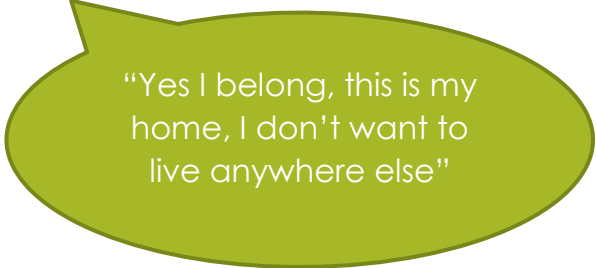
- There was an overall good sense of belonging to their community
- It is their connections to family, friends and activities they like which keep them here
- They are concerned for their future job prospects here
- They believe there are limits to further education here
- Social stigma impacts opportunities



Perceptions cont.

The majority of participants said that they have a sense of belonging in Mount Gambier, that they feel a part of the community and they feel included.

- Of the 48 participants who have a sense of belonging, 35 identified as strongly connected, 13 identified as well connected.
- 12 participants moved to Mount Gambier within the last 3 years for family or study reasons, 10 identified as feeling included and developing a sense of belonging, 2 identified as not belonging (still feel tied to previous community)



"Yes I belong, this is my home, I don't want to live anywhere else"

There were 3 identified factors which related to participants feeling connected, they were their family, friends and activities.

- 36 participants identified family connections as the key factor in their sense of belonging
- 19 participants identified friend connections as the key factor in their sense of belonging
- 44 participants identified activities they are involved in (sport, music, church, volunteering and community activities) as being a factor in their sense of belonging

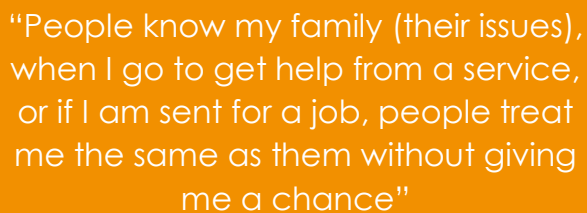


"Support from my family and friends makes me feel like I belong"

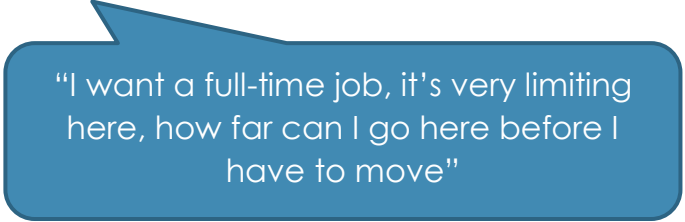
Perceptions cont.

The participants identified 2 key areas of concern, they are worried about their future job prospects and the possibilities for further education locally. Both of these concerns lead the youth to question if they will have to leave their community in the near future.

- 36 participants were very concerned about future job prospects, will they get the employment they want, will there be jobs here in the future and will it be sustainable employment
- 22 participants believe they will need to move to the city to gain the employment they want, or get a sustainable job of any description
- 11 participants said they will have to move to the city to do the University degree they want as there are not enough options locally



"People know my family (their issues), when I go to get help from a service, or if I am sent for a job, people treat me the same as them without giving me a chance"



"I want a full-time job, it's very limiting here, how far can I go here before I have to move"

Social stigma was the last key factor identified as a signifier of exclusion for youth, this stigma was seen in the location a person lived, their ethnicity, their family relationships, socio-economic status and youth stereotyping.

- 14 participants believe that socio-economic stereotyping impacts their ability to achieve employment
- 9 participants stated that their ethnic/cultural background caused them to be stigmatized through misbeliefs and racism
- 22 participants identified being on unemployment caused them to be stigmatized
- 4 participants identified being stereotyped due to 'family' connections

Perceptions cont.

The following are key comments made during the interviews;

“I think Mount Gambier is better than other places I have visited, it is safer here and easy to make friends”

“There is a sense of familiarity here, people know you, you feel like you are a part of the town”

“I can do most things I like and want to do here (except when the weather is bad)”

“I like that fact that it’s small enough to have everything close but big enough that you can’t get what you need here”

“I cannot do my University degree here, I will have to leave my family and that makes me sad”

“There are some work opportunities here, I work part-time but I think I will have to move to the city to get more work”

“Some of us think Mount Gambier has a ‘feral’ reputation, the drugs, violence especially with youth is bad”

“If you’re not 18 you miss out on a lot of the ‘youth’ activities offered ie; bands that come to town”

“If you don’t have money there isn’t much to do in town”

“There aren’t many things for over 18’s to do that don’t involve alcohol, or are not at venues with alcohol”

“I will probably have to move when I finish my teaching degree here as there are not many future job opportunities here”

Discussion

What this report has identified is that the majority of youth interviewed in the research feel a sense of belonging to Mount Gambier. Whilst there is a strong sense of belonging, there is also a significant sense of being disadvantaged, precluded and isolated. Social exclusion is a relevant issue for youth today, this report provides an opportunity to gain insight into what the youth in our community feel and believe to be their lived experience.

Whilst the exclusionary process differs amongst the youth through demographics such as socio-economic status, residence, family culture and educational opportunities, there were clearly identifiable similarities in these areas of exclusion. The majority of participants are concerned for their future, will there be jobs for them, can they get the education they need here to get a good job, and will they be able to have their own home one day. There is also the stigma and sense of being ostracized that impacts many of the youth, all of these factors can contribute young people feeling as though they do not belong.

Rapid societal change has led to uncertainties for the future of our youth, it is our responsibility as the adults and leaders of our communities to ensure the youth of tomorrow have the best future possible.

Recommendations

The current global perspective on youth exclusion suggests that as a worldwide society we must ensure youth are included in their communities through equal opportunities and civic participation. If we expect them to achieve their full potential, then as a community we must reduce the barriers to inclusion and work collaboratively to effect change (Global Forum on Youth Policies Report, 2017).

We firstly need to listen, take the time to have conversations with young people, identify what the needs and challenges are and then act towards effecting change for the future. Whilst as a community we cannot meet everyone's needs, we must start somewhere, find out what is really needed from their perspective and work together to make things happen.

The following is a list of recommendations put forward by the participants;

- Look at expanding the University degrees available here
- Provide a central indoor youth activity centre (alcohol free) for young people to socialize and do activities
- Have regular Youth focused activities in the community – maybe pop-up shops in the empty local shops, provide short term activities such as; Technology games centre (PlayStation etc), pop-up drop in café, free tea and coffee and bikkies, bean bags somewhere to hang out.
- Youth activities in town that include all generations, each teaching others new skills
- Improve transport for perimeter areas of Mount Gambier
- Be a bridge between those of us who want work but don't have the connections, get some businesses to take on and train us so we can get skills
- Establish youth clubs ie; reading, music, board games, art for those of us who do not drink alcohol, there is very little here if you don't go to the pubs or sport
- Provide a venue for music artists that come to town that does not include alcohol
- Provide more under 18 activities
- What about using the old 'Bunnings building' if not this a venue that is enclosed because of the poor weather here

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Research Participant Data

Gender	Age	School	School F/T – P/T	TAFE/Other F/T – P/T	UNI F/T – P/T	Work F/T – P/T - C	Residence H – I/O
M	15	Y	F/T			P/T	H
M	15	Y	F/T			P/T	H
F	16	Y	P/T - FLO				H
F	16	Y	P/T - FLO				I
M	16	N		P/T		Apprentice	H
M	16	Y	P/T - FLO				H
F	16	Y	F/T			P/T	H
F	17	Y	F/T				H
F	17	Y	F/T			C	H
F	17	Y	P/T – FLO				H
F	17	Y	P/T – FLO	P/T			I
F	17	Y	P/T – FLO	P/T			H
F	17	Y	P/T - FLO				I
M	17	Y	P/T – FLO	P/T			H
M	17	Y	P/T – FLO			C	H
M	17	Y	P/T – FLO	P/T			I
M	17	Y	P/T – FLO				I
M	17	Y	F/T			C	H
F	18						H
F	18					C	H
F	18				P/T		H
F	18						I
M	18						H
F	19				F/T		H
F	19				F/T	C	H

Social Exclusion – Indicators, Impacts and Perceptions of Youth in Mount Gambier

Gender	Age	School	School F/T – P/T	TAFE/Other F/T – P/T	UNI F/.T – P/T	Work F/T- P/T - C	Residence H – I/O
F	19				F/T	C	H
F	19			P/T			H
M	19						H
M	19				F/T	C	H
M	19			F/T		Apprentice	H
F	20				F/T		H
F	20				F/T	P/T	I
F	20						I
F	20					C	H
F	20					C	H
M	20					P/T	I
M	20			P/T			H
M	20					F/T	H
F	21				F/T	C	H
F	21					P/T	I
F	21					C	H
M	21						H
M	21					P/T	I
F	22			P/T		C	H
F	22			P/T other			I
F	22					C	H
F	22						H
M	22					P/T	I
M	22						H
F	23			P/T other			H
F	23					P/T	H
M	23				F/T	C	H
M	23					P/T	H

Social Exclusion – Indicators, Impacts and Perceptions of Youth in Mount Gambier

Gender	Age	School	School F/T – P/T	TAFE/Other F/T – P/T	UNI F/T – P/T	Work F/T – P/T - C	Residence H – I/O
M	23					F/T	H
F	24					F/T	I
F	24			P/T			H
F	24					C	H
F	24						H
M	24					P/T	I
M	24						I

Legend: F/T – Full- time, P/T – Part-time, C – Casual, UNI – University, FLO Flexible Learning Options program, H – Home, I/O – Independent/Other

COMMISSIONER'S REGIONAL WRAP UP

In 2017, I commenced as South Australia's Commissioner for Children and Young People. My role is to position the needs, interests and well-being of children and young people front and centre in policy, practice and services affecting them.

In fulfilling my role I am committed to being a Commissioner who:

- engages in two-way discussions with children and young people
- connects to children and young people in both metro and rural areas
- meets children and young people in their spaces and in their time and this includes at early learning centres, schools and community centres
- liaises with services and advocates alongside children and young people
- demonstrates respect and valuing of children through active involvement in all that I do.

Mount Gambier

Over the next five years, I will visit regional communities across South Australia to ensure young regional voices inform and contribute to my work.

I will ensure that local decision makers and service providers receive my regional wrap-up as a record of some of the views and opinions of local children and young people.

I encourage community leaders to create opportunities to engage children and young people in ongoing dialogues as a tangible way of building community participation.

I kicked off my Listening tour in Mount Gambier on June 15th, 2017.

What brought me to Mount Gambier as my first stop was a letter written by the Youth Advisory Committee. The letter was a contribution to the consultation about what young people wanted in a Commissioner and sent to the Minister. I was given this letter upon commencement of my role and thought it would be appropriate to meet this group as a priority.

What I did...

With the support of the Mount Gambier Council staff I was able to schedule this visit to coincide with the Limestone Coast Early Childhood Forum and attend the "Play Grows Brains" lecture as well as a breakfast meeting with the Mayor and Council executive. Here I was able to hear first-hand about the City of Mount Gambier's Charter for Children and how it is being used to drive new relationships with children and young people in the region.

Who I saw

In addition to the sessions with children and young people I took the opportunity to meet with local services to hear their challenges including Burrendies Aboriginal Corporation, Australian Migrant Centre, ac.care and I addressed the Limestone Coast Early Childhood Forum.

However, it was the direct conversations with children and young people that were the highlight of my visit.

These conversations were made possible through the on-going relationships and programs of the following agencies:

- Uniting Communities
- Carers SA
- Acacia Kindergarten
- Mount Gambier North Primary School
- Tenison Woods College
- Burrendies
- ac.care



Mount Gambier

Where I went...

In small groups at the kindy, schools and library, Burrandies and Ruby's, children and young people were asked to share in words and pictures what is important to them, what they would change to make life better for children and young people in South Australia and what actions they think I should prioritise.

A number of sessions were held at the Mount Gambier Library. I was impressed by the high utilisation, the flexibility and the ownership in the space by children and young people. It seemed everyone loved the library and used it, and is a jewel in the Mount Gambier crown.

What I was asked to share...

While the library was almost universally supported by children and young people in the community there was also a desire for a more youth specific venues to see, play and experience live music. Some young people were keen for Mount Gambier to bid for the triple j One Night Stand in 2018.

Many children and young people spoke about the importance of sport in their life but acknowledged that this wasn't always inclusive of all and that a diversity of expressive arts and other leisure pursuits were required and at an affordable price.

Cost of living pressures was spoken about by a number of primary school students with many comments on the "things I would change" question relating to cheaper food, cheaper medication, more affordable electricity and

water bills, free wifi to save internet costs, cheaper clothes.

For the older age group, they expressed concerns about changes to the P plate rules, in particular, the impact on safety due to the inability of designated drivers to take passengers.

Housing and homelessness issues in the local area featured. A number of young people, across all settings, spoke about the issue but felt because it is not as visible as in the city it was not at the forefront of the communities mind.

Many of the young people I listened to felt that as a group they were "talked down" and portrayed as having everything given to them on a silver platter and only interested in themselves. They expressed frustration with this and said they are in fact very hard working; they think about equality and are genuinely concerned for the future.



South Australia's first commissioner for children and young people, Helen Connolly, has kicked off her "listening tour" in Mount Gambier, speaking with students through agencies.

What we heard?

“I would like to see less bullying in Australia and more fairness”



A YOUTH ENGAGEMENT STRATEGY FOR MOUNT GAMBIER



As young people, what do we like about Mount Gambier?

- We enjoy 'urban country life' as the city is the right size to have some of the benefits of a city, with the feel of a large country town.
- We have some shopping and entertainment options like the cinema and 10 pin bowling.
- For most, the presence of friends and family creates an important ongoing connection to the city.
- Local people are friendly and the size of the city helps people to get to know and support one another.
- We have access to some great services, particularly the Library where we can learn things, meet people and hang out.
- We enjoy the high quality of parks, gardens and recreational spaces.
- The accessibility of the beach and other unique natural environments adds value to the lifestyle that we enjoy locally.
- We have a strong sporting culture and a range of options available
- Mostly, we feel safe when we're out and about in the community
- If you live in the city, it's easy to get around

What don't we currently like about Mount Gambier?

- We lack entertainment options for young people.
- In winter and in the evenings, there's even less for young people to do in the city.
- Our live music scene is limited, we often miss out on touring acts and when they do visit, they're often only accessible to adults.
- We're worried about the presence of drugs in our community.
- Many of our commercial entertainment options (go-karts, roller skating, laser-tag and video arcades) have closed.
- We lack an all-weather aquatic facility
- Empty shops take away from the vibrancy of the city and make us worried for the future.
- For those of us who out of town, transport to the city is challenging.
- Our skate parks are often crowded, particularly with bmx and scooter riders
- Free wifi in the city is limited in availability and often of poor quality

- As local tertiary study options are limited, in most cases, we have to move if we want to continue our education.
- We lack places to just ‘hang out’, particularly in the evenings or in winter.
- We lack housing that is attractive and appropriate for young professionals.

What would we like to see happen?

Fit-for-purpose recreational facilities

- An **indoor aquatic centre** would provide a focus on fitness and a recreation space during winter. It would also respond to many health issues identified in our community and provide a place for people of all levels of ability.
- A **pump track** development would take pressure off our existing skate park facilities and create a space which is broadly accessible for all ages.
- We’d like to see **more informal recreational facilities** throughout the city such as urban basketball courts.

More ways to engage with public space:

- **We value our natural assets** such as the Crater Lakes Precinct, but **additional infrastructure** would improve our interaction with these spaces (like a zip line, café, rock climbing or canoeing).
- **Public art is great** but we’d also like more opportunities for expression such as **art workshops** and **graffiti walls**.
- Our free **public wifi** is limited and of poor quality. Improved public wifi would allow us to stay connected, learn and engage while in public areas.

Building an accessible, welcoming and engaging CBD for young people

- **Choice in retail is important** as it provides employment and entertainment. Attraction and retention of youth related businesses will assist in this space.
- **Vacant shopfronts make us feel like we don’t have a future in the city**. Activation of empty stores would make the city feel more vibrant and welcoming.
- **Safe and accessible evening venues or places to hang out** – after 5pm, there’s very few places for us to be.
- **Affordable transport options** on weekends, evenings and from within the region would increase our access to the city.

Creating a sustainable, vibrant and visual youth culture

- Better positioning Mount Gambier as a **destination for touring artists**, encouraging **all-ages music venues and events**, **retention of a music store** and investing in a local live music scene.
- Attraction and retention of **youth focused commercial entertainment outlets** such as ‘Bounce’, go-karting, roller skating and escape rooms.
- An ongoing calendar of **affordable and accessible events and festivals** would build our connection to the city throughout the year.
- Providing **space and programming for events, activities and informal learning** opportunities that are specifically aimed at our interests.

Addressing social issues faced by young people

- Boredom

- Drugs
- Peer pressure, bullying
- Homelessness/Couch surfing

YAG	Career Expo Surveys	Headspace Youth Reference Group	Independent Learning Centre	STEM Planning Day Students
Library Youth Area	Friendship force - Young Carers	Student Leaders Roundtable	Melaleuca Community	Young Professional Roundtable
Have Your Say Survey	Skate Park	Mountain Bike Club/Daktari Sports Store		

Youth Engagement Strategy - Developing Themes

What's most important for the future?	What do you like about Mount Gambier	What don't you like about Mount Gambier	What would you like to see happen	Who's role is it to make this possible
Family Friends Job Security Safety Study options	Library Short travel time around town Jazz Academy The size of the city The sense of community The beauty of the city	Lack of live music scene for young people Lack of entertainment options Drugs and violence Lack of hobbies (choice) Limited study options	Increased diversity in shopping outlets Public graffiti walls More festivals Increased live music performance	Volunteers
Renewable energy Feeling involved and connected to community Career opportunities Sustainability	Sense of community and connection to place Connection to family and friends who live locally We know each other The Blue Lake Shopping options (particularly for respondents who reside elsewhere in the region) The location - close to beach, forest and connecting towns Country life - not too busy Friendly people Sporting options	Weather Entertainment options for young people Shopping options (particularly for respondents who reside in Mount Gambier) Too small Distance from Adelaide and Melbourne Drugs	More festivals Indoor swimming pool More entertainment options for young people Transport options for young people Airport improvements and cheaper access to cities More baseball, basketball, hockey and athletics facilities More shops Free Wi-Fi	
Retaining young people in the community Opportunities of all kinds To be informed and empowered Employment security Study options Food security Financial security	Community Library Sports and recreation variety Jazz Convenience and location Natural environment - caves, sinkholes, volcanoes Headspace Festivals - fringe etc. Recreational facilities - skate parks etc.	Public transport (weekend and evenings) Limited employment Limited study options Lack of venues for all ages, particularly in evenings Too much emphasis on sports Schools are understaffed Live music and music programming is limited Young people have a stigma as 'me' generation Presence of drugs and peer pressure	Mount Gambier playing to its strengths Retaining young people More bike lanes After hours activity for young people More events and activities for young people Young adult literature group (book shop or library) Active laneways More locally produced food Attraction of diverse business outlets	Collaborations between young people, service providers and other groups YAG Council
Locally produced things are supported Employment Finishing school Getting a good education The community is connected People remain friendly	Lots of local talent and capacity Diversity in food Gallery, Library, Main Corner Railway Lands Friendliness of local people Shopping Sporting options Gardens	Weather Empty shops Lack of entertainment options for young people Lack of variety in shops Presence of drugs Bullying Peer pressure Housing options for young people are lacking Lack of local music scene	Dedicated music venues Music festivals in summer with food fans, market stalls Drug rehabilitation services More entertainment options for young people Increased job opportunities Indoor or undercover activities in winter Commercial entertainment outlets aimed at young people Urban basketball courts Mount Gambier has its own tv channel	Young people Community Volunteers Business People of Mount Gambier
Education opportunities Facilities are continually updated/maintained Career options Financial stability To have a home To have a family	Landmarks for tourists Some shopping options Bowling alley, playgrounds, skate parks, cinema A range of volunteer groups Lots of fast food options Mount Gambier Show Library The size - not populated too much Clean air	Lack of variety in shops The same things get boring Not enough transport if you live out of town Lack of entertainment options for young people Lack of diversity in entertainment Some places don't feel safe Lacks a water park	Commercial and non-commercial entertainment options Indoor pool City free Wi-Fi Improved transport options Weekend entertainment options Safe places for kids Greater shopping options More shows, concerts, festivals	Empty building owners Council Schools Students Business
Employment Family Happiness Independence Entertainment that changes and is exciting Parents are supported Students can concentrate at school There are places to hang out University is accessible	Library has great workshops and places to hang out Cinema Friendly people Strong sporting culture Sense of community Good people live here Lots of parks and beautiful natural environment Pool Skate Park Sporting facilities	Some places are unsafe The attractions can become boring No waterpark No gaming arcade Lack of transport options Lack of entertainment options Lack of flat smooth surfaces to skate on Not many youth related clothing stores Lack of winter activity, particularly low cost/no cost	More workshops for kids - learning new things A waterpark, arcade Develop a place for young people to be A 'first job centre' to help you get your first job More power sources to charge mobile devices in the city Encourage diverse trading mix (shopping and eating) Keep the streets clean Affordable housing options Free indoor playground for kids in winter Workshop and learning opportunities for kids	All levels of government Council - delivery of winter activity Business Young people Parents
Employment Financial security Family Access to sport Life	Sporting facilities and programs Library Free public services Presence of friends and family	Lack of shopping options Poor Wi-Fi Weather	Gaming arcade More basketball courts More shopping choices Better Wi-Fi (faster and free) Athletics stadium	Council Community Schools

			Playgrounds for 12+ Walls that you can draw on	
	<ul style="list-style-type: none"> Accessibility and location - ease of access Sense of safety Sense of community Urban country life - the right size Clean, well maintained public space Diversity in people and food Lots of parking Some transport is available Lots of sporting opportunities Increased presence of public art Library, Railway Lands Low levels of graffiti No traffic and parking problems Natural environment Sporting facilities 	<ul style="list-style-type: none"> Weather Lack of winter activity Need to travel to city for music or live entertainment Lack of indoor facilities Lack of indoor swimming pool Alcohol and drug use Poor reputation of City Rivalry in sport transcends throughout the city Sport is competitive, not social Lack of shopping diversity Lack of creative spaces Boredom Live music is limited and when it's on, it's aimed at adults Crater lakes needs enhancement Lack of cross-cultural understanding 	<ul style="list-style-type: none"> Become a sports hub - bring sapsasa events Create a voice for young people - suggestion box - day to voice ideas More diversity in shopping Build awareness of non-sport related fields Indoor entertainment options Indoor swimming pool - hydrotherapy/rehab/improved health Music festivals All ages music events Activations at Valley Lakes - zip line, canoeing Museum Night time activates for young people Late night shopping with markets, buskers, live music Combine existing markets Better promotion of events Better promotion of employment opportunities Public transport on weekends and during large events Dedicated space/place for cultural stuff 	<ul style="list-style-type: none"> Partnerships with schools Collaboration with business Media Social media Using word of mouth Community groups and clubs
<ul style="list-style-type: none"> Feeling connected to the community Friends and family 	<ul style="list-style-type: none"> The familiarity and connection with the community More young families are in the melaleuca area Pokémon Go Fringe festival 	<ul style="list-style-type: none"> East end perpetuates feelings of an under-class No action on previous resident recommendations BMX track at Melaleuca reserve area is dangerous Poor lighting of the Melaleuca reserve makes it feel unsafe after dark 	<ul style="list-style-type: none"> Recreation facilities are improved throughout the area BMX track in Melaleuca reserve is upgraded and made safer Focus on connecting the Melaleuca community with the broader city Advocate for early-adult learning opportunities in the area - currently prohibited by expensive internet connections and transport issues 	<ul style="list-style-type: none"> Council - advocate for services Council - budget for improved local recreation facilities Resident support/working group Primary school and kindy
<ul style="list-style-type: none"> Travel Pursuing a career Quality of life Health Family 	<ul style="list-style-type: none"> Parks and gardens Accessibility of the city Range of activities on offer at certain times of the year Sporting and fitness options available Young Professionals Network Lots to explore in the region Jazz Club Sport helps people integrate (if you play) 	<ul style="list-style-type: none"> Events and activities occur without knowledge The weather impacts on vibrancy Study opportunities are limited Hands-on learning experiences are limited Fit-for-purpose accommodation options are limited for young professionals Quality restaurants options are limited Music scene is mono-cultured and lacks dynamic The city misses out on touring acts Trading hours limit activity 	<ul style="list-style-type: none"> Create business activity at the Valley Lakes - needs a café Encourage unique, spontaneous events Encourage JMA to be visually present Promote what makes us unique Support social networking amongst professionals Improve our reputation amongst the state. Encourage hands-on learning experiences Reduce costs of flights Improve opening hours Improve Sunday culture Encourage busking, street art, street performance Support local business to promote employment opportunities Support growth of fringe festival Become a centre of specialised training A train to Adelaide-Melbourne 	
<ul style="list-style-type: none"> Being close to family and friends Inclusion and equality for everyone Employment opportunities Education opportunities Affordability Feeling a part of my community The wellbeing of me and my family Feeling safe Being happy 	<ul style="list-style-type: none"> The city is accessible - easy to get around The sporting nature of the community People are friendly My friends and family are here The natural environment The size is 'just right' Public spaces are high quality The city is green and well maintained 	<ul style="list-style-type: none"> Not enough for young people to do Lack of entertainment options on weekends and evenings Drug use Weather and lack of undercover activities Lack of diversity in shops Lack of live music scene People can be a bit clicky and pretentious 	<ul style="list-style-type: none"> Sustainable commercial entertainment options/outlets for young people Increased informal recreational facilities throughout the city Festivals - particularly live music Increased diversity in shopping and food outlets Attracting more live performance More spaces to 'hang' Age friendly venues for live music Community events aimed at young people Creation of places which are safe and fun for young people More options for wet weather activities 	<ul style="list-style-type: none"> Council Community needs to back/support initiatives State Government I could hold a gaming tournament' Investing in young people will create a sense of responsibility and leadership I run leadership development programs and help school aged youth I have experience in basketball and gaming coaching I can help organise music events and advertise them I have a Facebook page called 'Make Mount Gambier Better for Us Teenagers' I could start a petition
Retention of a skate 'bowl' similar to Dimjalla	<ul style="list-style-type: none"> Existing skate parks are highly valued Dimjalla park 'bowl' is unique - has 'heritage' value Size of bowl is significant - nothing like this in the region Painting of watermelon at skate park shows connection Facilities used by 80-120 people each weekend 	<ul style="list-style-type: none"> Skate parks are overflowing with people on weekends Facilities are in poor condition - no water fountain No graffiti /art management plan in place Rule boards are outdated and cause additional conflict No plan in place if/when Dimjalla park closes Can't use facilities at night 	<ul style="list-style-type: none"> Development of a pump track - reduce pressure on facilities Beautification initiative/graffiti management plan Installation of water fountains Lighting to encourage night use Plan to retain or replace Dimjalla Park facility 	<ul style="list-style-type: none"> Involve park users in creating code of use to replace rule boards Engage park users in further developments at the sites Consider engaging skate park design company 'Convic'.
Development of a family friendly 'pump track'	<ul style="list-style-type: none"> BMX Track is good, but can only be used by professionals Marist Park Mountain Bike Track is generating interest Mount Gambier has a number of high level comp riders Competitions are attracting hundreds of families Developing tourism potential through recreation 	<ul style="list-style-type: none"> No alternative facilities for families to use Few places for kids to start out Accidents occur due to mixed use of current facilities Already have two skate parks - need for alternative site 	<ul style="list-style-type: none"> Development of a pump track facility at Cunningham Reserve Club has applied for funding. Council assistance required. Creation of a bike park hub (Marist park, bmx track, pump track) Linking with Rail Trail to build accessibility throughout city 	

Concept
Street Art – Youth Project
Hosted by City of Mount Gambier Youth Advisory Group

The Youth Advisory Group (YAG) wishes to share with you a vision; a concept that we believe will benefit the local community.

The aim is to help prevent graffiti in the community by providing a legal avenue to showcase art and prevent other crimes such as vandalism by increasing self-esteem through recognition, reduction in boredom and familiarising links with the community.

The project will contribute to the reduction of anti-social activities through engagement in cultural and youth activities that identify self-esteem and increase community pride by shining their light on current assets. The concept is about promoting youth culture whilst building their skill set and as result they feel valued in their community; that their opinions matter.

Enclosed is the concept in more detail.

We look forward to hearing from you.

Yours Sincerely,

City of Mount Gambier - YOUTH ADVISORY GROUP

The aim of this concept is to help prevent graffiti in the community by providing a legal avenue to showcase art and prevent other crimes such as vandalism by identifying self-esteem through recognition, reduction in boredom and familiarising links with the community. The project will contribute to the reduction of anti-social activities through engagement in cultural and youth activities that identify self-esteem and increase community pride.

YAG became intrigued by the idea of a street art workshop for youth when they saw an article in Lifestyle magazine about a workshop taking place in Hamilton and Coleraine, Victoria. A YAG representative made her way down to Coleraine, Victoria to check out what they were doing with the young people involved and was overwhelmingly inspired by their work and quickly became passionate about bringing a project similar to Mount Gambier.

YAG began their research by looking at areas that are of concern as targets for graffiti. The areas we observed looked unappealing and filthy, a true eyesore for the community. The main areas we have observed around town that we feel currently present issues of concern are attached (See Graffiti issue observed throughout the town). There are however a few projects within the local community that have worked well in the past and have had a positive impact and outcomes. These are attached (See projects that have worked in the past). This being solid evidence that supports the idea and statement that Stuart Walsh makes *"murals make it unappealing to vandalise because there is already art obscuring any vandalism that is applied. They also create a sense of ownership and engagement within the local community, discouraging vandalism by creating a more appealing, and more frequently used space."* Since these few successful projects dating back as far as 2004, nothing has been done around graffiti prevention and workshops in this form. We believe now is the time to take action and do something about graffiti prevention in our community.

Our vision is to see Professional Artist Stuart Walsh demystifying graffiti's "bad boy" image, and personalising the impact of illegal graffiti by engaging the young people in a discussion around public assets and places that they value. Stuart will reflect on how it would make them feel if someone vandalised their local public spaces or private property - something they worked hard on and value. He will discuss how unattractive and worthless "tagging" is, emphasising the lack of skill involved with this practice. Stuart aims to speak their language and use graffiti parlance effectively to persuade the participants that "tagging" and "bombing" is "toy", not just something older people are annoyed by.

The educational aspect of his sessions will change their focus to the way in which graffiti attracts crime more widely in their community in a way that can inadvertently negatively affect them, by attracting other kinds of criminals to their town. He teaches them about Broken Window theory – the notion that graffiti acts as a signal of general disorder in a community in a way that leads to subsequent crime, leaving residents disconnected and hopeless. He will teach the youth how crime can impact on them and that under certain conditions graffiti and other crimes may have a correlated and synergistic relationship.

The practical component of this project would take place at the Skate Park at AF Sutton Memorial Park (see attached potential site AF Sutton Memorial Park, Skate Park), where Stuart would teach the participants how to create "fresh" urban art utilising techniques used in abstract expressionist painting and stencil art to make murals. He will aim to show them that there is legitimate work in the arts that they can aspire to paint murals as a career. As a YAG we are committed to driving projects such as this as it supports our goals in that we want more youth friendly spaces. We will be the driver in the rolling out of the program to the young people in the community along with supporting the program through marketing and gaining interest with the young people. We envision this project will take place mid to late 2018, dependent on funding and its availability.

Research tells us that murals work in two ways; they occupy the space and they make it unappealing to vandalise because there is already art obscuring any vandalism that is applied (See projects that have worked in the past). Importantly they create a sense of ownership and engagement within the local community, discouraging vandalism by creating a more appealing, and more frequently used space. All of these lessons come together, and continue, once the work on a mural begins. This process will be centered on allowing the participants to take ownership of the space. This is a key point, as the participants see the hard work they put in and thus also see the value in the work of others. They will have been trained to use aerosol paints and related materials in a much more professional manner, making crude vandalism and "tagging" look unpleasant in comparison. Stuart focuses on stencil art for these type of murals

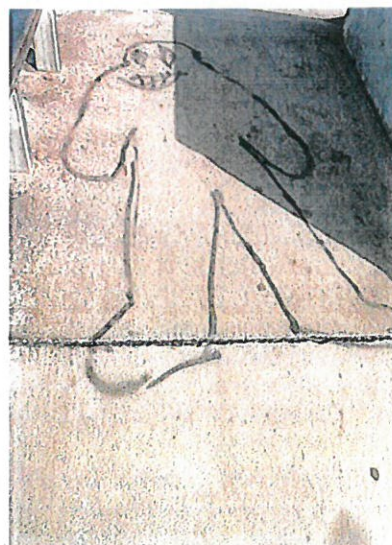
because it attracts exactly the young people who may be attracted to wanton vandalism, but teaches them a much more difficult and rewarding technique that does not lend itself well to illegal vandalism. With this in mind we wish to bring your attention to 3 other key sites that could be a side on project to the Skate Park initiative. These "side on" projects could be funded by the private businesses as they are attached to their buildings but be facilitated by City of Mount Gambier. The sites being: Railway Lands trail - Carter Holt Harvey wall, Gambier West Brakes, and Forty Winks. Please refer to the pictures attached within this concept (Other key sites).

We believe these projects will strengthen and identify self-esteem in young people through recognition, reduction in boredom and familiarising links with the community. These projects will contribute to the reduction of anti-social activities through engagement in cultural and youth activities that increase self-esteem and community pride. The YAG recommends we utilise the services of Stuart Walsh, Design and Illustration to carry out the workshops with the youth and guide them through the projects. A quote provided by Stuart Walsh is attached for your perusal. This quote is valid for each site outlined within this concept. We have also attached a projected budget as an example of the types of costs we need to account for, on top of Stuart's quote.

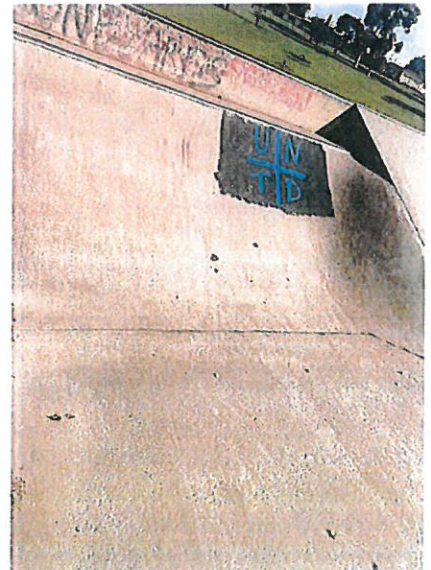
Further reading

- Stuart Walsh general website: <https://artofbacondrum.wordpress.com/>
- Documentary that Golden Plains Shire commissioned: (some good background into purpose of doing these types of projects) <https://www.youtube.com/watch?v=6lv4SZTL6gE&feature=youtu.be>
- Blog for the Southern Grampians Murals: <https://makeyourmarkatthepark.wordpress.com/>
- Street Art: Discover street art in 140 hotspots in 42 cities worldwide by Lonely Planet (great book source for gathering visual ideas to inspire a project)

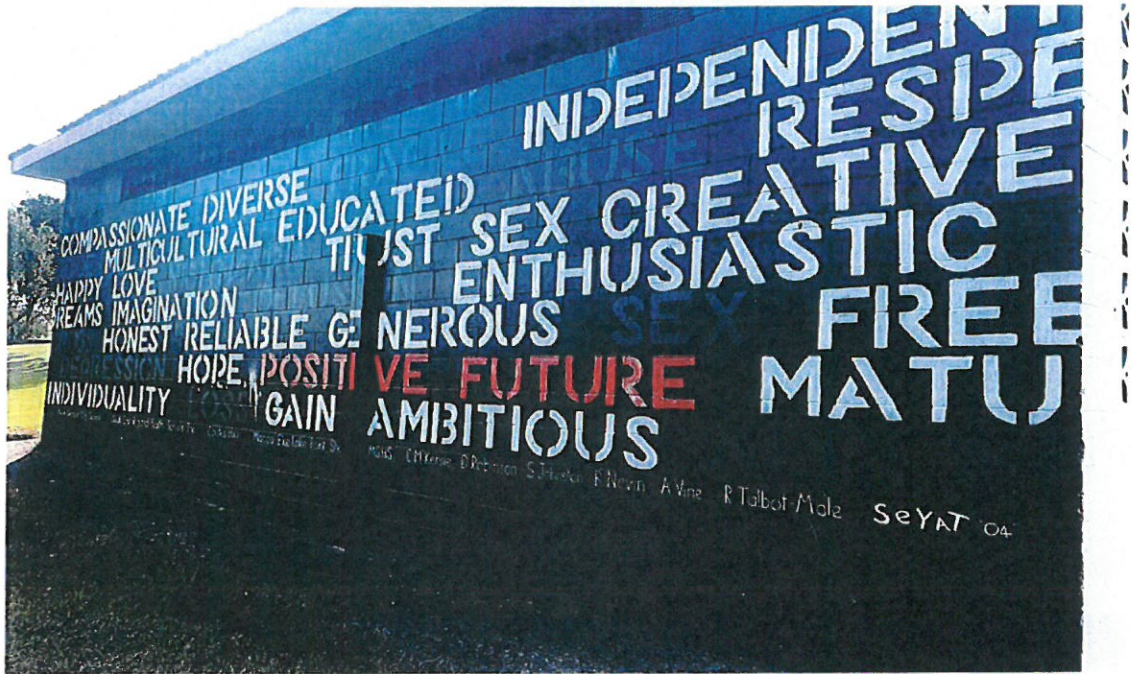
Graffiti issue observed throughout the town



Graffiti issue observed throughout the town



Projects that have worked in the past

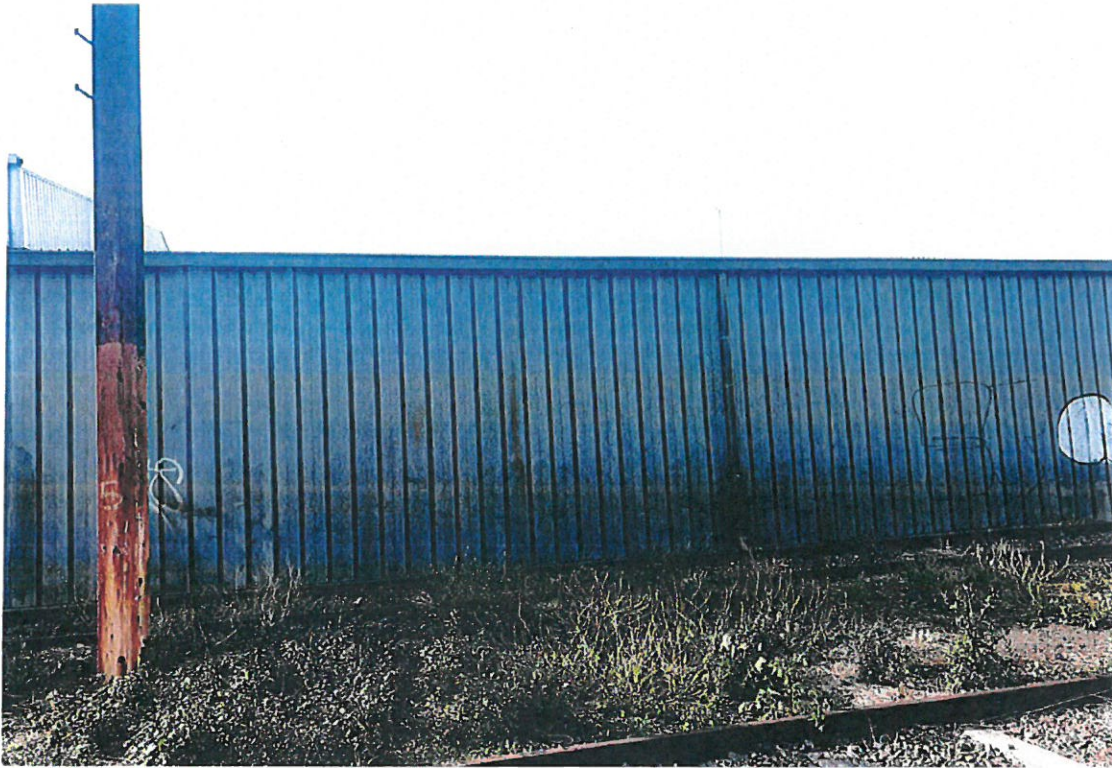


Concept
Street Art – Youth Project
Hosted by City of Mount Gambier Youth Advisory Group

Potential site – AF Sutton Memorial Park – Skate Park



Other Key Sites – Railway Lands trail using Carter Holt Harvey tin wall





Other key sites – Gambier West Brake Service



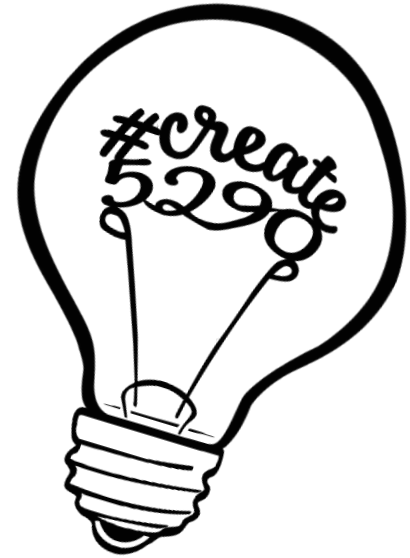
Other key sites – Forty Winks wall





Concept
Street Art – Youth Project
Hosted by City of Mount Gambier Youth Advisory Group





A Culture and Heritage Plan for the City of Mount Gambier

Introduction

The development of a Culture and Heritage Plan has sparked an important conversation about culture and its role in defining the city.

We have called on artists, local industry and cultural champions to collaborate with Council in the creation of the Culture and Heritage Plan for Mount Gambier. It will identify our priorities, help to inform our decision making and clarify the strategies and initiatives which celebrate and further develop the role of arts, culture and heritage in our city.

A key initiative of Council's Community Plan – The Futures Paper 2016-2020, the Culture and Heritage Plan will articulate the City's strengths as a creative community and become a blueprint for growth and evolution to create a stronger and more vibrant cultural city.

Over the years, we've been affectionately become known as the 'Blue Lake City' – a place with renowned natural assets and unique beauty. But who are we as people and what do we want to be known for as a community?

This is our opportunity to recognise and acknowledge where we have come from, articulate who we are now, and explore the cultural opportunities that we can seize for our future.

Some of the best things about Mount Gambier are bound up in its culture and lifestyle and its cultural riches and opportunities are plentiful. The combination of remarkable natural assets; thoughtfully designed civic spaces that showcase the city's history and creativity; proximity to great artisanal food and wine makers and a burgeoning event calendar make it one of South Australia's most interesting small cities.

Mount Gambier can lay claim to being the birthplace and home to some of Australia's most significant creative talents, including dancer Sir Robert Helpmann, musicians Dave Graney, Kasey Chambers and James Morrison and writers Max Harris and David Rain.

And it is home to the world's oldest living culture, the Boandik people's 60,000 years of traditional cultural practices underscore the spirit of the city, now augmented by the stories, values and cultural

expressions of new arrivals from across the globe, many of whom have stayed to make a life in Mount Gambier, creating a dynamic cultural mix and building new histories unique to the area.

The City of Mount Gambier's Culture and Heritage Plan seeks to capture what is special about the culture, heritage, lifestyle and creative energy of Mount Gambier; and what's most needed to build a future that supports and celebrates the creative life and history of the city. Like an ever-increasing number of local, state and federal governments across Australia and in the developed world, the City of Mount Gambier recognises the value culture, heritage and creativity returns to communities.

The City's Culture and Heritage Plan has been developed through background research, consideration of industry best practice and case studies from other towns and cities, a review of current trends and challenges and, most importantly, an extensive community consultation process. Engagement with the wider community included formal and informal opportunities for dialogue with arts and cultural workers, education institutions, local businesses, government agencies, Indigenous organisations and the general public.

The community response to this work has been wholehearted and has elicited enthusiastic and animated responses. The process has laid the groundwork for shared ownership of our cultural priorities, strategies and goals, and for ongoing dialogue with the community during the delivery of the Plan of which the recently reformed Heritage subcommittee will be an active contributor delivering elements of the Plan.

The cultural life of Mount Gambier and the stewardship of its rich history and heritage belongs to us all, but without a shared vision and clarity of purpose, we risk stumbling into the future in a muddle of old priorities and siloed thinking.

Instead, the City of Mount Gambier's 2018 Culture and Heritage Plan proposes a shared vision and roadmap for the future in which culture, creativity and heritage is celebrated and its value evident in everything we do.

We look forward to continuing the journey with you.

The Engagement Strategy

The Culture and Heritage Plan created a rare and exciting opportunity to define our shared cultural values and aspirations as a city.

The City of Mount Gambier wanted to ensure that this plan was directly informed by a broad cross-section of city users and, as a result, embarked on the delivery of an extensive community engagement strategy in late May 2017.

Branded #Create5290, the strategy included the creation of an online hub (www.haveyoursaymountgambier.com.au/create5290) and incorporated a range of social, print and digital advertising throughout its 4 month delivery.

Rachel Healy (Co-Artistic Director of the Adelaide Festival of Arts) was engaged to assist in the delivery of a number of initial visioning workshops. Rachel was influential in highlighting both the social and economic outcomes attached to investment in culture and heritage on a local level. She also provided a clear overview of the broad role of local government in supporting growth in this area.

These sessions highlighted numerous initial focus areas that were further explored through a range of targeted consultations during the remainder of the engagement period.

The engagement strategy deliberately focused on highlighting the things that make Mount Gambier different, rather than comparing to or assimilating with other cities.

Discussions were aimed at identifying shared priorities, informing future decision making and clarifying the strategies and initiatives to celebrate and further develop the current and future role of arts, culture and heritage in our community.

Stakeholder Analysis and Mapping

To ensure the Cultural and Heritage Plan was informed by a broad cross-section of City users, a stakeholder mapping exercise identified and grouped stakeholders across 4 areas as defined in the following table:

Group:	Overview:	Local examples:
Artists, Creators & Producers	Those hands-on in the development of artistic or heritage related work or content in Mount Gambier.	Musicians, writers, historians, teachers, coaches, poets, designers, comedians, dancers, chefs, painters, print makers etc.
Venues, Outlets & Industry	Those who assist in the delivery of artistic, cultural and historic content to our community through commercial activity, coordination of events or provision of space.	Local promoters, pubs, clubs, gallery or studio operators, event planners, business operators, markets, media outlets, cafes, restaurants, festival committees etc.
Champions & Supporters	Clubs, agencies, committees and professional associations, sponsors and advocates for arts and heritage.	Cultural groups, service clubs, Chamber of Commerce, WIBRD, community groups, Migrant Resource Centre, Mount Gambier History Group, church groups, charities etc
Consumers, Audiences & Participants	Those who engage and interact with arts, culture and heritage in the city as consumers, audiences or participants	Residents/students/workers/visitors e.g. tourists, ticket buyers, workshop participants, young professionals, sporting players, cinema goers, gallery members, theatre subscribers, festival attendees etc

Engagement Activity

A series of engagement activities were delivered across a period of 4 months to ensure broad engagement across each stakeholder group. These activities were delivered as a collaboration between a cross-divisional team of Council staff, Elected Members and a variety of local businesses, industry groups and community sector representatives.

Engagement activities included:

Visioning workshops

Three workshops were staged, separately engaging 30 Elected Members, Council staff and a representative mix of approximately 50 community stakeholders identified through the stakeholder mapping process.

Participants were asked ‘When thinking about arts, culture and heritage in Mount Gambier’:

- What are our strengths – what do we currently do well?
- What are our weaknesses – what don’t we do well?
- What is our vision for the future – what does this look like?
- What are the opportunities, partnerships and initiatives that would achieve this?
- What is Council’s role in this process?

Surveys

Surveys were conducted online utilising Have Your Say Mount Gambier and a station for handwritten responses was positioned, along with a static display, at the Mount Gambier Civic Centre. Community members were invited to participate through a range of social, print and digital media channels.

Chalk Boards and Post Cards

Located at various council sites and business locations throughout the City, chalk boards and post cards were utilised to capture response to a series of broad questions relating to the plan. These included questions such as:

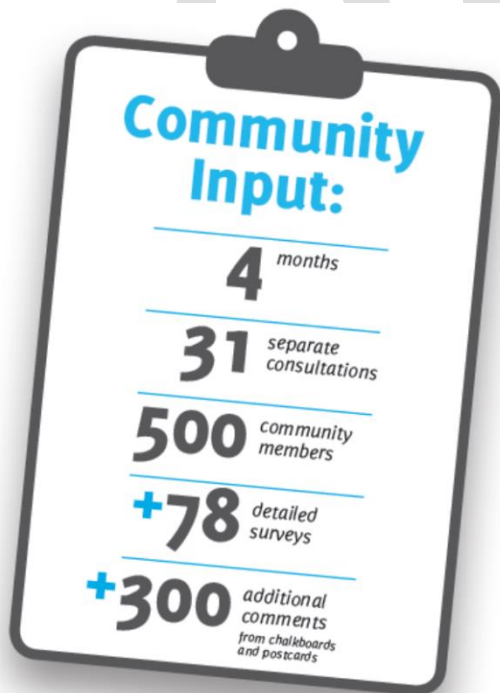
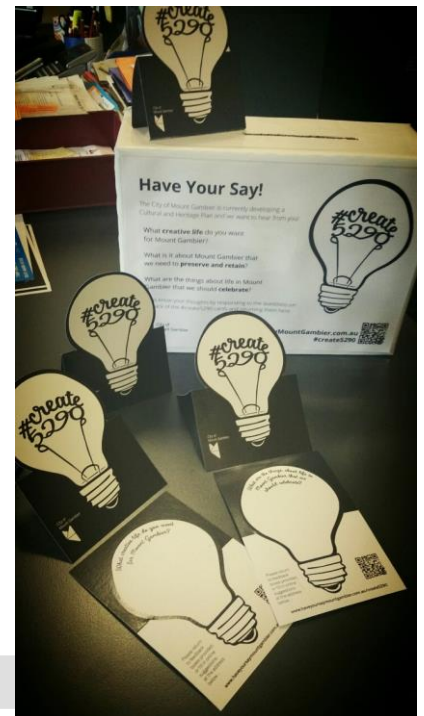
What creative life do you want for Mount Gambier?

What is it about Mount Gambier that we need to preserve and retain?

What are the things about life in Mount Gambier that we should celebrate?

Roundtable sessions

Council facilitated several large scale roundtable sessions, focusing on particular demographic groups or key themes identified during the initial visioning workshops. Each session incorporated between 15-50 invited guests.



Targeted engagement activity

Generally delivered at various sites around Mount Gambier, targeted engagement activity incorporated interviews, café community drop-in sessions, school visits, door knocking, community barbeques and attendance at a range of committee, community or industry group meetings.

Review

As a final step in the engagement process, a community update was published and distributed in October 2017 to a cross-section of participants who had participated to date (Attachment 1).

This update provided an overview of the consistent messages that Council had heard from our community throughout the engagement period and invited final comments and feedback.

Participation

As a result of the engagement activities, over 500 individual community members provided input across 31 separate consultation activities.

In addition, 78 detailed survey responses were received and 300 comments from chalkboards and post cards were considered.

Over 530 visits were recorded on the online hub and of those participating in online surveys:

55.6% lived Mount Gambier

30.2% worked in Mount Gambier

11.1% were visitors in Mount Gambier; and

3.2% studied in Mount Gambier

In addition:

25.6% were aged 65+

30.8% were aged 55-64
 15.4% were aged 45-54
 44% were aged 35-44
 7.6% were aged 18-34

Those engaged through roundtable and targeted activity included:

<p>Business Sector Engagement</p>	<p>Chamber of Commerce breakfast meeting workshop CBD hospitality and retail drop-in evening at Metro Bakery Local entrepreneurs and business leaders roundtable Real estate industry consultation (Herbert Real Estate) Commercially-led artwork development (Décor originals) Gaming and Geek Culture (Game Haven)</p>
<p>History and Heritage Focus</p>	<p>History enthusiasts roundtable incorporating Mount Gambier History Group and regular users of the Library Les Hill History Room Council's Heritage Sub-Committee</p>
<p>Cultural Engagement:</p>	<p>Council's Reconciliation Action Plan Focus Group Pangula Mannamurna Men's Group Nunga Playgroup The Migrant Resource Centre Congolese community event</p>
<p>Broader Community or Demographic Focus</p>	<p>Disability sector representatives – clients, staff and agency representatives The Junction – mental health sector Active Retired Persons Association – seniors Mulga Street Primary School – primary students The Melaleuca Community – door knock and community barbecue Student Leaders Roundtable – secondary students</p>
<p>Local Music Industry</p>	<p>Local publicans and live music venue roundtable Generations in Jazz committee Young musicians consultation Interviews with: James Stephenson (Old Gaol), Andy Allison (ex-Manager of Dale Cleaves Music for 18 years) and Louise Adams (touring artist).</p>

(Feedback Summary Table - Attachment 2)

Community Response

We were told that Mount Gambier has many natural assets, community resources and cultural events that are a source of great pride but are also a source of untapped potential: the changing seasons of the Blue Lake, the redeveloped rail lands, mass visitation to the area catalysed by Generations in Jazz, the library's leadership role as a learning and creative community hub and the role of the Riddoch Art Gallery and Main Corner in creative and cultural development. New initiatives like the Fringe in Mount Gambier are greatly valued and businesses like the Metro Café have become part of the community's cultural heartbeat. As one respondent described it, "All my creative writing happens at the back of the Metro – a wonderful space!"

It was also made it clear what was not working well – the inter-relationships between creativity and other areas of government and civic life: culture amenity and business trading hours; and cultural events and local transport services, for example. It was also evident where a shortfall in fit-for-purpose venues and community creative infrastructure dampens the opportunities for current and future generations to explore their creative potential.

In articulating community hopes for the future, inspiration has come from other Australian towns – Tamworth and Bendigo’s distinctive music festivals; creative ‘makers’ spaces in Portland, Millicent, Horsham and Avoca; and Ballarat’s approach to encouraging vibrancy in and around its lake district. While Mount Gambier’s natural assets and cultural landscape is uniquely its own, there is much to learn from how other Australian towns are optimising their cultural and heritage resources and infrastructure; just as there is much that others can learn from Mount Gambier’s community and achievements.

Evaluation

A draft/example evaluation framework (Attachment 3) has been prepared to support the Culture and Heritage Plan. Reflected in the Future Paper and the Community Plan, Council has taken a proactive step to the lead economic, tourism, culture and heritage development for our community. The challenge for these areas is how we measure a tangible return on our investment, particularly given that the return on investment is not solely a Council measure. Council as an organisation is unique, the benefit of any success will be shared with the broader community and due to this complexity it is advised that a measurement strategy be agreed from the outset.

The implementation of the Culture and Heritage Plan touches all spectrums of our community and the level of success experienced will be subject to the quality of collaborative approaches that Council, the community, business and education sectors are able to achieve.

Recommendations

1. Preserve and celebrate our natural, cultural and heritage assets	Strategic Alignment
<ul style="list-style-type: none"> 1.1 Council maintain the quality standard of our Parks and Gardens 1.2 Increase the visual presence and recognition of the Boandik culture throughout the City 1.3 Celebrate our unique natural environment at the Crater Lakes precinct through considered activation 1.4 Consider a combined Council and community solution to the increased need for specialist storage to house collections of cultural and historic significance 1.5 Collaborative investment in resources, programming and mentoring opportunities that enhance our capacity to capture and share our local stories 	Futures Paper, Community Plan, Reconciliation Action Plan, Social Inclusion Charter Signage Strategy, Tourism Data, Visitor Information Servicing, Culture and Heritage Plan, Youth Engagement Strategy Heritage subcommittee
2. Increase year-round engagement and participation in cultural activity	Strategic Alignment
<ul style="list-style-type: none"> 2.1 Develop collaborative communication strategies which promote greater awareness of existing local cultural opportunities such as events, performances, workshops and other activities 2.2 Adopt consistent and simplified (compliant) approval process to encourage community-led artistic contributions to the public realm 2.3 Develop a strategy to better position the city as a destination for touring artists particularly live music 	Futures Paper, Community Plan, Social Inclusion Charter, City Growth Strategy, Digital Strategy, Visitor Information Servicing, Culture and Heritage Plan, Youth Engagement Strategy

2.4	Create opportunities that encourage exposure and participation of young people in a broad range of arts and cultural development opportunities	
2.5	Develop a public art strategy that reflects a number of genres	
2.6	Develop a live music action plan to build capacity of our city to sustain a vibrant live music culture	
2.7	Acknowledge and support the ongoing development of online/live gaming and alternative pursuits such as pop/retro/geek culture and e-sports	
2.8	Review accessibility and frequency of public transport services to identify opportunities for increased participation in cultural activity, particularly during evenings and weekends	
3. Celebrating what makes us unique		Strategic Alignment
3.1	Establish a collaborative identity	Futures Paper, Community Plan, City Growth Strategy, Visitor Information Servicing, Culture and Heritage Plan,
3.2	Value add to the energy and increase the visibility of Jazz throughout our city	
3.2	Celebrate the annual colour change of the Blue Lake	
3.3	Actively seek opportunity to collaboratively showcase the quality of our regional produce, local talent and diverse artistic capacities	
4. Fit for purpose creative spaces, performance venues and related infrastructure		Strategic Alignment
4.1	Facilitate the creation of a 'makers space' as a fit for purpose gathering point for local makers and creators, enabling the sharing of skills through the communal use of equipment and resources	Futures Paper, Community Plan, Social Inclusion Charter, Digital Strategy, Visitor Information Servicing, Culture and Heritage Plan, Youth Engagement Strategy
4.2	Audit the availability of year-round performance venues, practice spaces and public performance opportunities	
4.3	Assess the needs, demand and availability of event related infrastructure (permanent & temporary) such as outdoor staging	
4.4	Ensure events and activities in the city are accessible and inclusive	
5. Activating the CBD		Strategic Alignment
5.1	Conduct an audit of vacant shopfronts in the CBD	Futures Paper, Community Plan, City Growth Strategy, Visitor Information Servicing, Culture and Heritage Plan,
5.2	Establish a collaborative activation strategy with CBD traders that:	
	5.2.1 Builds capacity of local business	
	5.2.2 Delivers a mix of hospitality, cultural and retail trade offerings	
	5.2.3 Extends trading hours and captures/caters for the evening economy	
	5.2.4 Include temporary vendors	
6. Evaluation		Strategic Alignment
6.1	Undertake a collaborative 5 year evaluation to establish baseline data and track cultural growth in the areas of Cultural, Social, Economic, Governance and	Data collection and local profiling will support informed decision making that will guide

Environmental to establish a realistic growth rate for Mount Gambier.	the strategic future for Mount Gambier.
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Summary

The economic value of cultural and creative expression and its links to the visitor economy, local employment, business investment and confidence has become a key focus for many government agencies. However, its value is not restricted to economic outcomes. Events like Generations in Jazz, Adelaide Fringe performances, regional food and wine markets, live music, public art and heritage trails are not only valuable for the tourism, visitation days and employment boosts that they generate, but also the social capital they create; bringing people together to attend a workshop, see a live band, borrow a book or celebrate Christmas. Cities which create, disseminate, validate and support arts and culture as a dimension of everyday life make a powerful contribution to building communities that are safe, inclusive, innovative and connected, and that have a distinctive civic identity.

After hundreds of chalkboard messages, written submissions, phone calls, tweets, postcards, and café conversations, key themes have emerged that now form the basis of the Plan, and give us a mandate for action over the next five years. Within this Plan a paradigm shift within Council is also in evidence: one in which local government *enables* as often as it *provides* and is porous and responsive rather than process-driven and rigid.

Attachments:

1. Community Update – Culture and Heritage Plan
2. Feedback Summary – Culture and Heritage Plan
3. Draft/Example Evaluation Framework

DRAFT

#Create 5290

A Cultural and Heritage Plan for Mount Gambier

The consistent messages we have heard from our community.

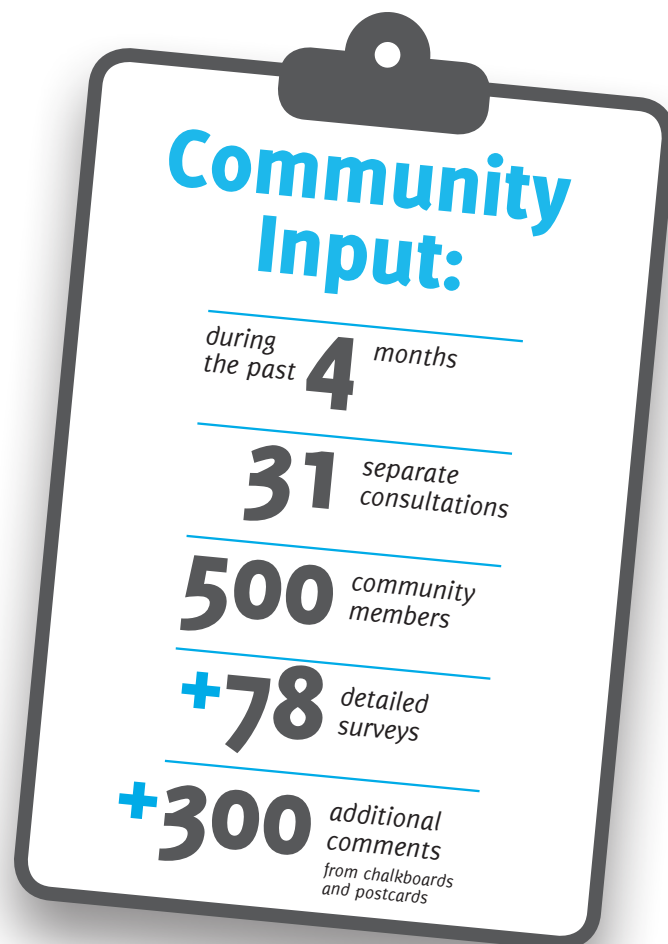
Update: October 2017.

What we are currently good at:

- Our natural environment is unique, attractive and an important part of our make-up and offering as a city.
- We highly value our parks, gardens and public spaces for their diversity, quality in presentation and role as event and gathering places.
- We are proud to be known as Australia's centre of excellence for jazz.
- Our library is cherished as a place of informal learning and connecting with others and is a welcoming refuge for people of all walks of life.
- Our gallery is renowned for its collection and quality exhibitions.
- We deliver significant quality in regional produce, particularly in the areas of food and wine.
- Our cafe culture is diverse, ever-evolving and gaining in momentum.
- We have a capacity to unite as a community, support one another and come together for a common cause.
- We enjoy a comparative degree of affordability and quality of lifestyle.
- We enjoy an ever-increasing diversity amongst our people, food offerings, cultural representation and range of activities and events available to us.
- We have strong and diverse sporting participation and enjoy high quality facilities.

What we're currently not so good at:

- Articulating, celebrating, promoting and leveraging our strengths and unique offerings as a city.
- Promoting local events and activities and other cultural offerings within our community.
- Business trading hours are seen to hinder our capacity to achieve a vibrant city centre, particularly in the early evenings, on weekends or during times when we have peak visitation.
- The presence of vacant shopfronts impacts visually on our CBD and hinders our capacity to present as economically viable city.
- We are yet to truly embrace our winter/colder months to their full potential.
- We lack fit-for-purpose buildings for creation of visual arts and live music.
- Genuine inclusion of minority groups.



- The absence of a museum hinders our capacity to retain and manage collections of historic value.
- Access to, and frequency of, public and hire transport options create barriers for many people who want to participate more in city life.
- Supporting a local live music industry.

OUR OPPORTUNITIES:

1. Preserving and celebrating our natural, cultural and heritage assets

- Increase visual presence and recognition of local indigenous culture throughout the city.
- Celebrate our unique natural environment through the increased activation of the Crater Lakes precinct.

- Increase the retention of important local artefacts through the development of a museum or similar facility to appropriately store, manage and make accessible our local history and heritage.
- Present visual reminders of our culture and heritage throughout our city through public art, monuments, signage and other installations.
- Invest in resources and programming which enhances our capacity to capture and share the stories of our people.
- Explore intergenerational mentoring opportunities through the sharing and development of skills associated with capturing stories and digitising historic collections.



2. Increasing year-round engagement and participation in cultural activity

- Develop communication strategies which achieve greater awareness of existing local cultural opportunities such as events, performances, workshops and other activities.
- Build consistent and simplified approval processes to encourage increased community-led artistic contributions to the public realm – i.e. murals, temporary art installations etc.
- Encourage a range of activities to activate our city during cooler weather, instilling a culture of embracing our winter months.
- Explore strategies to better position the city as a destination for touring artists (particularly live music).
- Create opportunities that encourage exposure and participation of young people in a broad range of arts and cultural development opportunities.
- Acknowledge and support the ongoing development of online/live gaming and alternative pursuits such as pop/retro/geek culture.
- Review accessibility and frequency of public transport services to identify opportunities for increased participation in cultural activity, particularly during evenings and weekends.

3. Celebrating what makes us unique

- Build on the energy, and encourage greater visibility, of jazz throughout our city.
- Highlight the annual colour change of the Blue Lake.

- Showcase the quality of our regional produce, local talent and diverse artistic capacities.

4. Achieving fit-for-purpose creative spaces, performance venues and related infrastructure

- Explore the creation of a 'makers space' as a fit-for-purpose gathering point for local makers and creators, enabling the sharing of skills through the communal use of equipment and resources.
- Audit the availability of year-round performance venues (particularly in the provision of live music), practice spaces and public performance opportunities.
- Assess the needs, demand and availability of event related infrastructure (both permanent and temporary/hire) such as outdoor concert staging.
- Identify opportunities that vacant shopfronts or underutilised buildings may present as cultural venues or creative hubs.
- Ensure events and activities in the city are accessible and inclusive.

5. Activating the CBD – Commercial Street, Cave Garden and Surrounds

- Realise the potential for the CBD as a vibrant precinct for retail, hospitality and entertainment and a place which showcases our city to visitors.
- Build the capacity of local businesses to ensure a mix of hospitality and retail trade is sustained in the CBD during the early evenings, weekends and at times of increased city visitation.
- Encourage greater street presence through increased outdoor dining and other shopfront or pavement based commercial activity.
- Embrace the Cave Garden as a hub for a range of events and activities which value-add to the cultural offerings of the CBD.
- Pursue the use of creative lighting options to achieve greater sense of safety, atmosphere and vibrancy in the city centre at night.
- Review Council permits and application processes in a view to encourage additional community and commercial-led cultural activity.
- Identify opportunities to improve pedestrian linkages throughout the CBD to build greater accessibility and enhance an active street culture.



These findings will be used in the development of the Cultural and Heritage plan which will inform the work of Council in this area for the coming years.

Are we missing something? Please go to www.HaveYourSayMountGambier.com.au to let us know your thoughts.

Visioning workshops	Chalk boards	Online Surveys	The Junction	Chamber Of Commerce
Metro Industry Night	Seniors Group	History/Heritage Focus Group	Mulga Street Primary School	Pubs and Venues
Disability Sector	Game Haven	Pangula Men's Group / Management	Student Leaders Roundtable	Louise Adams
Andy Allison	James Stephenson	Young Musicians	Ivo Tadic	Anne Fraser (Décor Originals)
Written Survey Responses	Entrepreneurs	Nunga Playgroup		

Cultural and Heritage Plan - Developing Themes

What are we good at?	What are we not so good at?	What is our vision statement / 5 Year Vision	What are our opportunities, partnerships, initiatives.	What is Council's role?
Sporting facilities	We lack a cultural identity	We have a defined identity - who we are and what we represent	Multi-purpose Creative Hub	Mentoring Accelerator programs
Parks and gardens	Location and accessibility	We celebrate what makes us unique	Reset attitude towards weather	Encourage investment in Public Realm
Increased diversity of entertainment options	Public transport	We are Inclusive	Cross Border mobilisation	Activate underused and vacant spaces
Location and 'accessibility' Infrastructure	Opening hours (retain and hospitality vibrancy)	We are diverse	Increase outdoor art presence - Exhibitions and Events	Authentic engagement with the community
Caves/Sinkholes	Public art - a significant public statement	We have a sense of place	Engaging marketing strategy	Facilitate collaboration and resource sharing
Libraries	Aboriginal engagement and heritage	Our shops are not empty	Record and celebrate Aboriginal Culture	Inspire best practice
Sir Robert Helpmann	Communication and promotion/marketing	We have an emerging art and design vibe	Digitalisation of our history and heritage	Empower
Jazz	Tours and storytelling	We embrace diversity and inclusivity	Support Grassroots Social Enterprise/Mentoring	Remove/reduce apathy /red tape
Diversity of people	Collaborative creative spaces	We support for grass roots organisations	Further development of Civic Precinct	Support for events and festivals
Blue Lake	Council usability	Art is presented for public viewing	Markers Space	Extended library hours
Soccer	Signage	Mount Gambier has its own cultural identity	Art and music festivals	Promote diverse culture and languages
Major events	Advertising activities in a coordinated way	Empty shops are utilised	Markets	Pay artists fees - visiting artists
Promotion of aboriginal culture	Capitalising on cultural festivals, fringe events and music events	We host a Biennale of arts	Free WIFI	Accept new ideas
Riddoch	Allocating resources to riddoch - too much reliance on volunteers	We host annual festivals	Blue lake dav	Good promotional digital content
Migrant Resource Centre	Weekend transport	We provide arts and cultural education programs	Graffiti wall	Coordination of groups and events
Railway Lands	Staying open for business (retail/café's)	Arts are appropriately funded	Mural walls	Spending money correctly
Cave Gardens	Lack of cycle safety on shared roads	Our cultural events are world renowned	Street art everywhere	Advocacy for improved transport options
Great food and restaurants	Lack of volunteer opportunities	Our culture is self-sustaining	Weekend activities	Promote that we're open for business
Multi-purpose library use	Lack of employment for young people/older people and people with impairments	Our community is vibrant	Children /Youth events	Advocate for a more vibrancy and change
Natural Environment	Lots of shops are closed	We have a vibrant shopfront and café street scene	Celebrating diversity, multiculturalism	Support for community groups like the Junction
Theatre arts/ Sir Robert Helpmann/ Fringe / Riddoch	Leveraging of our strengths an unique offerings (natural assets, location, jazz) etc.	Summer concerts	Family history opportunities	
New bike track	Capturing and telling our stories	More jobs for people and a positive employment ethos	Food and wine events (local specific)	
Live music – metro & open Mike nights at Jens & the Commersh	Embracing winter	Joint promotion of opportunities and events	Indigenous History Interpretations	Articulating our point of difference, broadly communicating and promoting it
Nature and the City's natural resources	Articulating a main street 'energy' and 'point of difference'	James Morrison jazz academy students are visible	Makers Spaces, Creative Community Centres	Leading change (physical and cultural) in the revitalisation of the CBD
Lifestyle (which took into account location, ease of accessibility to things in the town and a relaxed life)	Keeping our youth in the region	A bike track is extended around the town	Potential to use old railway station	Supporting the capture and sharing of local stories
community connectedness (comprising wellbeing and increased inclusion)	Embracing winter	We look after and embrace Valley Lake and natural environment	Audit spaces	Marketing our region
Festivals	Too many vacant buildings	Regular events are held which celebrate our unique offerings (jazz, natural environment etc.)	Employ a cultural education officer	
Affordability	Start up costs for business are high	Our strengths and unique offerings are articulated and promoted both within the region and to inbound travellers	Rent reduction push to increase shop front businesses	Council is a facilitator in relation to arts activities
Generations in Jazz	We don't know who's out there - who and where are our creators and makers	Our central trading area is vibrant, active, pedestrian friendly and open for business	Work with local businesses and community groups to promote events / opportunities	Council audits vacant buildings with a view to support pop up / temp business or creative hubs
Fork and Cork	We don't promote ourselves or our events well.	Our natural assets are activated with value-added experiences.	Improved job market – for young people – the Elderly and people with impairments	Violet Town Markets (example)
Consultations with small business (like this)	We charge cafes to provide outdoor seating (counterproductive)	Outdoor performance spaces are present and encourage a range of activity in the public domain.	Partnerships to increase Volunteer opportunities / accessibility	Create a planning requirement for significant development approvals to be required to commission a major piece of public art.
The oldest rock carvings in the world	Flexible affordable Transport to enable people with mobility issues to access more in the space	Mount Gambier has a vibrant local music scene	Activate the CBD (Main Street and Cave Gardens): Council funded alfresco dining, performance spaces, street art, pedestrian friendly accessibility, fairy lights, Friday night trading	Complete an audit of makers and creators in Mount Gambier
Skate park watermelon	City lacks a Museum. Our history is hidden from public view.	Our seasons are celebrated	Challenge winter culture - embrace it.	Explore opportunities for the provision of resources for the greater retention, processing and display of historic artefacts.
There are lot's of terrific activities which occur	No venue with a mandate to preserve and retain a collection of local significance	Our artists are visible and accessible	Winter activities that celebrate the season	Encourage local hospitality and retail outlets to pull their socks up and be open for business
The natural environment is really important.	We lose artefacts to other regions or private collectors	Small business feel like they have an investment with Council and the town.	A dedicated space(s) for makers and creators	Lead cultural change in CBD. Encourage early evening vibrancy
High quality public space such as the Railway Lands which embraces and highlights its historic use or role	We miss economic opportunities as we don't have an accredited museum or embrace tourism related opportunities attached to our history and related stories	Our summer events calendar is buldging	Council stays connected with local business. Regular catch up events	Introduce a curfew past dusk to reduce underage (young people) from roaming the streets
Significant/unique natural landmarks with strong cultural and historical value	Our stories are not readily available to locals and visitors	We embrace all seasons	Engagement with schools to bring children to Country Arts initiatives - children are our future	
Historic buildings have been retained and restored	Historians often feel overwhelmed by the enormity of their role	Don't over-commercialise the Lakes area.	Events and activities which celebrate our resource rich food bowl	Support more public space events
Heritage bollards and associated trails	We lack appropriate storage space for existing collections	Our local history is ACCESSIBLE - digitised, catalogued and user friendly	Make Jazz visible in the City, combine with natural environment	Linking volunteers with various community needs
Strong and committed history volunteer base	Our history groups lack recourses required to fulfil their role	Our local history is VISIBLE - highlighted and displayed to see and engage with as you move around the city	Make creation visible - places to watch artists working, rehearsing, practicing their crafts	Develop a business model for a sustainable rear round pool
Strong examples of community uniting to deliver project outcomes			Advocacy on behalf of Seniors for improved public/affordable transport options to civic precincts and events.	Encourage event operators to consider those with disability by making this a funding requirement.
		Desire for indoor and outdoor experience related activities. Events, festivals, concerts, food experiences, retail choice	There are numerous upcoming dates (anniversaries) that should be acknowledged and celebrated	Support the development of a video editing suite to aid local content production
Lots of comments about natural environment, public space (railway lands), centenary tower and recreation facilities	Desire for commercial recreation options such as 'Bounce' and indoor swimming pools	Publicans are concerned about the ongoing viability of their industry. The vision needs to be about turning this around.	A purpose built facility should be provided to retain, process and display local heritage	Support events with space, promotional support
	Maintaining city vibrancy in the early evenings		Zip lines at the Valley Lakes, obstacle courses, animal interaction opportunities, rock climbing at valley lakes	Improve amenity of the street and local trading area
	The City is perceived to be unsafe at night	Mount Gambier is a place where people feel connected, programming is affordable, transport is affordable, accessible and reliable, capacities are built, people (regardless of ability) are included.	Close the main street in the evenings and encourage street markets, entertainment and licenced outdoor area	Signage related to the landscape
Railway lands events started strong	Too many young people walking the streets		Utilise Cave Gardens as a hub for live music (sound shell?)	Support a similar knowledge centre to the one at Halls Gap.
	The Cave Gardens is underutilised as a place for events and live music		Improve evening vibrancy in the CBD to improve perception of safety and declare the city open	Create incentives for activity (boredom busting) commercial/non commercial public space and under cover
The Library - a place of respite	Poor communication between businesses - who's doing what and who could add value to who	Gaming scene is recognised and growing		Explore options to better promote what's happening in Mount Gambier
Community facilities - dog park, community garden, railway lands	Pub culture is declining. Becoming harder to run a viable operation	Business activity around gaming is sustainable	Utilise a range of traditional promotional mediums (posters in shops etc.)	Develop sustainable model for delivery of indoor pool
Accepting others and cultural change	Marketing and communication surrounding the fringe festival was poor	Cos-play events are occurring in Mount Gambier	Promote what we offer to the broader region	Support more festivals and events in public space
Mount Gambier has a significant gaming scene. New stores are supporting this culture. It's a 'sporting club for nerds'.	Poor community support for live music	Recognition the role that gaming culture plays in providing recreation to particular interest groups	Explore opportunities for greater genuine inclusion of people with a disability in mainstream life	
Particular gaming interest amongst those on autism spectrum.	Somewhat limited taste in music (cover bands)			Audit city performance spaces - identify demand, service gaps and improvement opportunities
Local teams are travelling to participate in state-wide events	Residential noise issues impacting some venues	More ceremony, talking, song, dance, gathering through the healing circles.	A small gaming event/festival occ	
	Gaming rooms commercially dominate over live music	Increased local footy participation	Improving signage and street presentation of precinct where store is located	
Our Aboriginal population is increasing.	Culture of weather - winter impacts viability	For increased promotion of knowledge and story from Aboriginal perspectives moving forward		Foster a live music scene by supporting the development of a fit-for-purpose performance venue

Sth. East language revival Currently making films and documentaries for National sharing. Care of local sites – Sandy's hut etc.	Promoting ourselves and what we have on offer as a City Genuine inclusion and integration of minority groups Some recreation options (such as indoor swimming pools) are cost prohibitive	Increased cultural tourism opportunities. Public screenings of the film content being made Mount Gambier is a regional sports hub	More signage in Cave Garden Support the presence and visibility of Aboriginal culture and heritage in the town. Support for NAIMAC model of care Opportunities to learn from the land.	Council could either 1) purchase or 2) encourage/increase commercial viability in the purchase of outdoor staging equipment Reduce Heritage building restrictions on the Old Gaol to become a more viable live music venue
City is well maintained		Entertainment options are diverse and accessible		
Natural features	Shopfront area where gaming store is present looks really unloved	Public spaces are active - permanent café at rail lands, roller skating, paddle boats and canoes at valley Lake, rock climbing walls, giant swing	Stimulate events which discourage boredom Suggestion boxes which capture ideas	Council considers the development of a permanent stage in a public space Council could lead cultural change in music through the delivery of a significant annual festival - Caloundra Music Festival (example of Council-led initiative).
We're the right size - still a city but homely and close to nature				
Events and festivals	Need more integrated 'whole of community' events which promote cross dialogue/understanding	Commercial activity for young people is present and viable - bouncy, laser tag, escape room, arcade	Transport options which build greater access	
Facilities: Library, Sporting,		Indoor swimming pool, waterslide, health focus	Incentives for businesses who deliver youth activity	
Food options - multicultural		We have a sense of community pride	Better promotion of events	Lead by example - demonstrate the potential of sustainable commercial live music industry
Diverse range of employment	Thursday night shopping Winter activity	Our events and opportunities are better promoted	A taxi alternative - cheaper Boarding facilities for students from outside of town	
Evidence of support for/interest in live music events (Rail Lands, Red Hot) Well positioned to pick up touring acts	Lots of criminal activity Health Care - hospital is limited Night time safety and vibrancy	Mount Gambier has a venue with a solid reputation within the industry as a go-to for touring live music acts. This venue is fit for purpose (acoustically sound, centrally located, licensed and allows audiences to sit down or stand up)	Music Festival - multi genre, age appropriate Audit performance spaces - identify demand, service gaps and improvement opportunities	Reduce barriers which hinder/restrict the community contribution of art to the public realm
Battle of the Bands was the best thing for live music in the city for long time We have a music store (very important) which provides a hub and an incubator for local music	Lifestyle choices - alcohol, drugs, fast food Live entertainment is lacking Performance spaces are limited Transport options are expensive or limited Retail mix	Mount Gambier has a range of local promoters who encourage and simplify performance activity to occur in the city	Could Wehl St Theatre become a live music venue? Develop a fit-for-purpose all seasons performance venue	Promote the capacity for community-led artistic contribution to the public realm
The Old Gaol has proven the capacity for the city to successfully host large scale music events As a city, there is interest from touring acts, but no anchor venue to support them.	Lack a venue which provides consistent outlets for writer-performers Lack local promoters who can promote cultural activity (music, performance etc.) and simplify the process of presenting shows in the city.	We still have at least 1 music store in the city We have a centrally located venue with a permanent stage which provides consistent opportunities for live music We have local promoters with financial backing Events are better promoted and people are aware of what's happening in the City	Maintain a music store in the city Identify/support the development of appropriate venues/outlets for live music Could the City Hall become a live music asset for the City? Availability of professional staging locally at a reduced cost could unlock the capacity for increased outdoor music events	Council is the facilitator for change in the City Offer seed funding to oversee the establishment of a cultural hub Provide a venue with occupants sharing the costs of running Act as the guarantor of arts activities in the area, not as the sole monopoly of such activities
Local music acts develop a local following Some examples of successful community-led live music events occurring	Lack a fit-for-purpose venue which provides all year round performance space - stand up audience, licensed all ages events	Mount Gambier attracts and sustains a calendar of live performance, exposing and promoting a range of genres and building a sustainable local music industry	Relaxing heritage building restrictions would allow the Old Gaol to host more events	Encouragement, advertising/promotion, grants funding Listening to the community
	As a community, we haven't commercially positioned live music to allow it to be appreciated, explored, embraced to its capacity			Buy Moloney's for a real market place
Council recently simplified the process of delivering a mural on a private wall	We lack a fit-for-purpose venue committed to live performance.	Increased presence of best-practice commercial management of live music, resulting in a sustainable local industry	Partner with local venues to present best practice models of working with local musicians and engaging audiences	Manifesting public interest in and encouraging their appreciation of the importance of heritage arts and culture and the environment.
Festivals and events Clean public spaces and environment Sporting events and facilities Library Cafes	We lack critical infrastructure for live music events - particularly staging Our venues that should be developing and supporting a live music scene have a bad reputation in the industry or stigma locally that inhibits the capacity for the city to attract and sustain significant levels of live performance Our city has a top-40 pop music following spurred through limited exposure to alternative music options	Public art (sculpture, murals etc.) is present in the streets and walls Creative spaces are available Regular events and activities that bring people together Aboriginal culture is mainstreamed Strong annual festivals program (fringe, jazz etc.)	Formalise systems in place to promote and simplify community-led artistic contribution to the public realm A fit-for-purpose dedicated makers space - sharing skills, resources etc. Perhaps commercial integration (craft sales coffee etc.). Managed and programmed. Significant art installations that reflect/announce our city	Encourage outdoor dining (remove fees, assist with funding if certain standards are met). Install fairy lights Provide communal deck chairs in cave gardens Seek partnership with Revive SA Explore partnership with Oz Harvest Improve pedestrian nature of main street and civic precinct
The new 'café precinct' in the main street has revitalised that area Presto cooking food in the street The Fringe set up was really good Mount Gambier has a growing live performance culture	Local bands are often not paid by local outlets, despite drawing an audience Local venues have a stigma or poor reputation Management of live music outlets in the city results in poor audience attendance and a lack of commercial confidence in the potential of live music	Commercial activity in key public areas (pop up café in Valley Lakes, Restaurant at Railway Lands). Sound shell for concerts	Fairy lights should be installed throughout the town - encourage walking, encourage night economy, increases perception of safety More street art - murals, mosaics	Support community leadership in activating the City
Nunga playgroup plays in important role Railway Lands arts initiatives Play on Wheels The Science Fair Bush Cubbies	Encouraging channels for community-led art installations Promoting the capacity for community leadership in the arts Providing spaces for creation and making The town can be anti-social - not welcoming of new people Opening hours - closed when we should be open Providing year round swimming facilities Embracing winter Facilities for tourists We have a lack of spaces for bands to practice Our outdoor dining lacks heating Council charges for outdoor dining permits (why!?) Our central trading area could do better Our evening economy could be better Lack of jobs and education/volunteer opportunities for women with young families Too many empty shops Lack of opportunities for young people	CBD Businesses are vibrant and active Cave Gardens is a hub for activity which supports this Our venues are utilised Back streets and alleyways are alive People are present in our streets The CBD is pedestrian friendly Valley Lake has improved public amenities such as drinking taps. Explore child friendly water-play options	Art that tells our story, captures interest Adapt to winter - rugs on chairs and heaters Utilise Cave Gardens more. Close streets and partner with traders during certain times (fringe etc.) Sound shells - 1 in Cave Gardens - 1 in Rail Lands Outdoor films Music played in the main street (speakers) Use glow in the dark or led lighting paint for skate parks/bike tracks Activate the Valley Lakes - Commercial activity, festivals, infrastructure Pop up food festivals Dormitory accommodation for students Support the development of small bar culture Work alongside Aboriginal controlled organisations Promote opportunities to families via Pangula	Advocate for volunteer opportunities Explore course and child care options - TAFE Participate in local Early Childhood Aboriginal Focus Group. Advocate for improvement in public transport

What are we good at?	What are we not so good at?	What is our vision statement / 5 Year Vision	What are our opportunities, partnerships, initiatives.	What is Council's role?
<p>Natural environment</p> <p>Parks and gardens (railway lands, cave gardens) - well maintained</p> <p>Library Services</p> <p>Gallery</p> <p>Civic Precinct</p> <p>Jazz</p> <p>Increasing presence of festivals and events</p> <p>Regional produce - food and wine</p> <p>Developing café culture</p> <p>Connecting as a community</p> <p>Affordability</p> <p>Increasing diversity (people, food, culture etc.)</p>	<p>Promoting ourselves</p> <p>Promoting events and activities on offer</p> <p>Opening hours - late night shopping, weekends etc.</p> <p>Embracing winter</p> <p>Articulating and celebrating our unique offerings</p> <p>Capturing touring acts (live music)</p> <p>Vacant buildings</p> <p>Fit-for-purpose buildings - makers spaces, live music</p> <p>Retaining and managing collections of historic value</p> <p>An evening economy</p> <p>Transport linkages (bus, pedestrian, cycle)</p>	<p>VISIBLE, ACCESSIBLE, PROMOTED, ACTIVATED, VIBRANT</p> <p>Our city is vibrant (particularly CBD)</p> <p>Fit for purpose facilities, spaces and infrastructure</p> <p>Our stories are captured and shared</p> <p>Our arts, culture and heritage is visible and accessible</p> <p>Public spaces are active (particularly cave gardens valley lakes)</p> <p>Art is presented throughout the City (walls, installations etc.)</p> <p>Live music is sustainable and a broad range of genres presented</p> <p>People are present in our streets throughout the year</p> <p>Winter is embraced</p> <p>Our unique offerings as a City are highlighted (i.e. Blue Lake turning blue)</p> <p>We have a culture of community pride</p>	<p>Makers Space</p> <p>*A shared space for makers, workshops, shared facilities/equipment, learning, creating</p> <p>*Audit to identify current resources and spaces available in the city.</p> <p>Museum</p> <p>*Works to retain a collection of artefacts from local region, a hub for historians, resource for heritage tourism etc.</p> <p>*Resources to catalogue, digitalise, store and display local pieces of historic significance.</p> <p>Swimming Pool</p> <p>*Acknowledge the cultural value of an all weather swimming pool identifiedb</p> <p>Promotion of events, activities and opportunities</p> <p>*Audit/review of current promotional channels - efficiencies/gaps/improvement opportunities/best practice</p> <p>*Investment in virtual and physical infrastructure required to improve awareness</p> <p>*Development of streamlined community-led events promotion channels</p> <p>Public Art - Street art, installations</p> <p>*Simplified community-led activity</p> <p>*Significant installations which 'announce' our City</p> <p>*Planning requirements - public realm investment requirements?</p> <p>*Installations with focus on winter activation/night economy (fairy lights?)</p> <p>*Projection art</p> <p>*Planning rules - definition of art/advertising</p> <p>CBD and Cave Gardens Activation</p> <p>*Articulate unique offerings, point of difference, opportunities</p> <p>*Main Street design to encourage vibrancy, activation, lingering</p> <p>*Pedestrian linkages to encourage walking</p> <p>*Activations which develop early evening economy</p> <p>*Outdoor dining review - incentivise, encourage, expand, weatherproof</p> <p>*Street closures, street markets, busking, pop up trade</p> <p>*Free Wifi</p> <p>*Empty shopfront activation strategy (considering legal/insurance hurdles, planning issues etc.)</p> <p>*Planning - disincentives for vacant shop fronts, incentives for activations</p> <p>Trading hours and Evening Economy</p> <p>*Review of late night trade</p> <p>*Coordination around influx of tourism/events</p> <p>*Evening economy review/report</p> <p>*Sunday economy review/report (tourism)</p> <p>Valley Lakes/Crater Lakes</p> <p>*Value added experiences and activity</p> <p>*Cultural stories and connections - signage strategy etc.</p> <p>*Commercial test/trial</p> <p>*Pop up activations</p> <p>Live music/performance</p> <p>*Venue audit - commercial and public - indoor and outdoor</p> <p>*Old Gaol - heritage considerations, infrastructure requirements</p> <p>*Promoters consultation - who's coming, who's not, why not?</p> <p>*Public infrastructure needs analysis (sound shell, sound/power/lighting)</p> <p>*Commercial equipment/infrastructure audit/viability analysis (stage)</p> <p>*Fund or lead best practice demonstration activity - encouraging a calendar of live acts</p> <p>*Consider development of fit-for-purpose practice spaces</p> <p>Dale Cleves</p> <p>Winter activation</p> <p>*Incentivise heaters in outdoor dining areas</p> <p>*Funding for winter activities which challenge winter culture</p> <p>*Awareness campaign - economic divers etc.</p> <p>*Port Fairy model (tourism)?</p> <p>Temporary vendors - pop up shops, food trucks, temporary artists spaces</p> <p>*Review street food vendors permit - simplify, clarify, test trial, promote</p> <p>*Identify strategic activation opportunities through temporary trade (locations etc.)</p> <p>*Collaborate with property owners and agents to improve temporary availability of shopfronts</p> <p>*Review internal systems for tempory liquor licenses to build sustainable local events</p> <p>Jazz Presence</p> <p>*Work with GJJ to identify opportunities for greater host-community engagement</p> <p>*Encourage presence of musicians in public spaces, community events etc.</p>	

*Encourage consideration of large scale, low cost, public performance in Mount Gambier

Significant events

*Blue Lake - Changing of the colour festival - significant annual celebration

*Winter solstice event - change culture of thinking about weather

*Utilisation of Railway Lands - fit for purpose for large scale events

Transport

*Bus services: review implications of current timetables, lack of weekend, evening, regional or event focussed services

*Taxi - costs, impact of Uber,

Others:

*Mentoring

*Railway Station Building

*

(DRAFT) MEASUREMENT FRAMEWORK

OBJECTIVES:

The indicator framework described in this paper aims to:

- provide high-level measures of the effectiveness of Council policy and interventions in the cultural and heritage sector;
- enable linkages to be made with indicators attached to other Council strategies and priorities;
- provide measures of the contribution of cultural activity to five domains of public policy and activity: the social, environmental, governance and economic well-being of Mount Gambier residents and visitors; and the intrinsic impact of cultural events and participation in its own right.
- provide a series of benchmarks against the 'status' of cultural activity in Mount Gambier which can be monitored over time and contribute to meaningful debate about the role, value and function of culture in the city.

IMPLEMENTATION NOTES

- In an effective planning process, the well-accepted SMART planning principles apply. Put simply, program plans and goals should be Specific, Measurable, Agreed (with relevant stakeholders), Realistic and Time-based.
- In building a measurement framework, the terms *monitoring*, *evaluation* and *indicators* are defined as follows:
 - Monitoring is an ongoing process of collecting data and watching over project progress, primarily focused on activities and outputs.
 - Evaluation is a systematic analytical assessment addressing important aspects of a program or policy and its value, and seeking reliability and usability of findings. Its purpose is not to replace judgements or politics in decision-making but to provide an evidence base for decision making informed by analysis of past activities and experiences.
 - Indicators are measures used to determine amount of change.
- An effective management framework needs a range of data sources which can be used to create baseline information on the effectiveness of current programs and interventions ('where we are now') and can then be used to benchmark change over time.
- Data sources should include quantitative, statistical information as well as qualitative feedback to provide deeper insights into the experiences, motivations and behaviours of the community.
- Data collection methods should be stable, applied consistently over the medium/long term, timely, and easy for all staff and service providers to understand and use
- Detail on potential feedback instruments included at APPENDIX B and example participant consent form at APPENDIX F
- Consistency with past data collection methods should be observed if possible along with a commitment to expanding current approaches.

SOURCES

- The Cultural Indicator Framework proposed (excluding the economic impact methodology) has been adapted from the Framework for Cultural Development Planning of the Cultural Development Network. This Framework has been specifically devised for use by local and regional councils in Australia to encourage a national, coordinated approach to measurement of cultural impact across cultural, social, environmental, governance and economic domains.
- The Economic Impact proposed has been adapted from the Assessment of the Impact of Major Events approach (AIME), an economic impact analysis methodology designed to estimate the direct economic impact and unconstrained economic benefit attributable to major events, as determined by specific activities and expenditure by defined visitors to the event; event affiliates and the event organiser.

OUTCOME DOMAINS

Cultural

PURPOSE: Understanding and measuring the impact of cultural events and activities on individuals

NOTE: Outcomes of cultural engagement in the cultural domain posited here are informed by United Cities and Local Government's *Agenda 21 for Culture* (2004) and *Policy Statement on Culture* (2010), that include heritage, memory, knowledge, diversity, beauty and creativity as significant cultural elements. The outcomes therefore have relevance for use by local governments around the world.

OUTCOME	BENEFICIARY	MEASUREMENT APPROACH/DATA SOURCE	TARGET
Creativity stimulated	Individual participants	Program/event organizer/service provider survey data (See Appendix B for survey instruments)	<p>YOY growth (% TBC) by participants who report:</p> <ul style="list-style-type: none"> • Creative stimulation, imagination sparked, curiosity piqued; • Desire to engage more in the activity or another similar activity, or in the production of new artworks. <p>Example survey questions: <i>Statements: Through my participation in (name of this activity):</i> <i>. . . my own creativity was stimulated</i> <i>. . . my imagination or curiosity was sparked</i> <i>. . . I wanted to engage more in other similar, or different, cultural activities</i> <i>. . . I felt inspired to create something new myself</i></p> <p><i>Can you consider how strong that sense of creative stimulation was, using a scale of 0-10, where 0 is none at all, and 10 is the strongest sense of creative stimulation that you could imagine.</i></p> <p>See example survey: at APPENDIX C</p>
Artistic enrichment experienced	Individual participants		<p>YOY growth (% TBC) by participants who report:</p> <ul style="list-style-type: none"> • Experience of something special and outside the mundane/everyday: ranging from a feeling of enjoyment, being entertained or experiencing a sense of escape; to sense of beauty and captivation, to a sense of awe, wonder, joy; being 'moved' or transcending the everyday. • Enjoyment of exposure to style of art or artist that is familiar (aesthetic validation); • Enjoyment of exposure to a style of art or artist that is new (aesthetic growth or challenge). <p>Example survey questions: <i>Through my participation in (name of this activity) I experienced:</i> <i>. . . feeling special and outside of the everyday ((transcendent)</i></p>

		<p><i>... feeling moved emotionally</i></p> <p><i>... a sense of joy, awe, beauty or wonder</i></p> <p><i>... a sense of escape or captivation</i></p> <p><i>... a sense of flow or deep connection to others and the world</i></p> <p><i>Did you have an aesthetic experience that was familiar? How enjoyable was this?</i></p> <p><i>Did you have an aesthetic experience that was new or unfamiliar? How enjoyable was this?</i></p> <p><i>Can you consider how strong that sense of aesthetic enrichment was, using a scale of 0-10, where 0 is none at all, and 10 is the strongest sense of aesthetic enrichment that you could imagine.</i></p>
New knowledge, insights and ideas gained	Individual participants	<p>YOY growth (% TBC) by participants who report:</p> <ul style="list-style-type: none"> • Intellectual stimulation, engaging with a different perspective, new understandings; • Appreciation of Innovation, risk, challenge; • Renewed ability to understand contemporary issues. <p>Example survey questions:</p> <p><i>Statement: Through my participation in (name of this activity) I:</i></p> <p><i>... gained new knowledge, ideas and insight</i></p> <p><i>... was stimulated intellectually (new thinking)</i></p> <p><i>... was provoked to critical reflection</i></p> <p><i>... was inspired to new creative thinking</i></p> <p><i>... felt a deep connection with something inside, which could be spiritual.</i></p> <p><i>Can you consider how strong that sense of new knowledge, idea or insight was, using a scale of 0-10, where 0 is none at all, and 10 is the strongest sense that you could imagine.</i></p>
Cultural diversity appreciated	Individual participants;	<p>YOY growth (% TBC) by participants who report:</p> <ul style="list-style-type: none"> • Appreciation of different ways of doing, seeing, expressing or representing things. <p>See Appreciation Sample Survey at APPENDIX A</p>
Sense of belonging - shared heritage experience	Individual participants;	<p>YOY growth (% TBC) by participants who report:</p> <ul style="list-style-type: none"> • Heritage and cultural identity appreciated; • Strengthened connection to the past; • Sense of being part of a historical continuum; • Insights into the past, present and future.

			<p>Example survey questions:</p> <p><i>Statements: Through my participation in (name of this activity), I:</i></p> <ul style="list-style-type: none"><i>. . . experienced a changed sense of belonging to my own culture or heritage</i><i>. . . felt a sense of my cultural identity or connection with a past that I share with others.</i><i>. . . learned something about the past that helped me better understand the present or the future.</i> <p><i>Using a scale of 0-10, where 0 is none at all, and 10 is the strongest sense of belonging that you could imagine.</i></p>
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Social

PURPOSE: Understanding and measuring the impact of cultural events and activities on individual's health, well being and connections to broader society

OUTCOME	BENEFICIARY	MEASUREMENT APPROACH/DATA SOURCE	TARGET
Positive physical and mental health stimulated	Individual participants	Program/event organizer/service provider survey data	YOY growth (% TBC) by participants who report: <ul style="list-style-type: none"> Improved sense of physical and/or mental health. Example survey at Appendix C
Sense of safety and security reinforced			YOY growth (% TBC) by participants who report: <ul style="list-style-type: none"> Sense of safety and security maintained. Sense of safety and security improved.
Equality of opportunity for all people in the community perceived			YOY growth (% TBC) by participants who report: <ul style="list-style-type: none"> A sense of being treated equally to improve their lives through cultural activities No major barriers to participation for themselves and others
Recognition from valued others experienced			YOY growth (% TBC) by participants who report: <ul style="list-style-type: none"> Meaningful recognition received from others
Bonding, bridging and linking social capital increased			YOY growth (% TBC) by participants who report: <ul style="list-style-type: none"> Positive/deeper connection to others in the community Reduced sense of social isolation

Economic

PURPOSE: Understanding and measuring the impact of cultural tourism on the City's economic well being and its contribution to direct and indirect job creation.

OUTCOME	BENEFICIARY	MEASUREMENT APPROACH/DATA SOURCE	TARGET
<p>Economic impact (expressed in terms of <i>direct in-scope</i>* expenditure attributable to the event (ie new money that has entered the region as a direct result of the event) and estimated unconstrained economic benefit (i.e. direct and indirect benefit) generated by the event.</p> <p><i>*The total direct in-scope expenditure comprises the economic contribution of the event organiser to the region as a result of holding the event and the expenditure of all interstate and international visitors visiting the region specifically for the event, or extending their stay because of the event.</i></p>	Local economy	<p>Data sources: (a) Visitor surveys including demographic data (b) Event organiser data including attendance figures, organiser income and expenditure data.</p> <p>Direct in-scope expenditure is expenditure data provided by the event organiser and expenditure data from interstate and international visitors who come to the region specifically for the event or extended their stay because of the event.</p> <p>Estimated unconstrained economic benefit (i.e. direct and indirect benefit) is calculated by multiplying the direct in-scope expenditure attributable to the event with a general input-output multiplier (GIOM). For example, in 2013 a major event in a capital city had a GIOM of 1.86. This multiplier is dependent on time period of the event and differences in regional spending.)</p> <p>Example Visitor Survey Tool at Appendix D</p> <p>Example of Economic Methodology for an example event at Appendix E</p>	<ul style="list-style-type: none"> • YOY growth (% TBC) in out-of-area patronage for individual events and cumulatively • YOY growth (% TBC) in YOY economic impact on the region
Personal economic benefit obtained	Individual participants	Program/event organizer/service provider survey data including total local employment expenditure including wages, contract income, product sales, royalties, commission fees	<ul style="list-style-type: none"> • YOY growth (% TBC) in gross financial benefits to locals directly through the cultural initiative • YOY growth (% TBC) in number of beneficiaries receiving personal economic benefit
Direct employment	Individual participants; local economy	Program/event organizer/service provider survey data on jobs directly generated as a result of the initiative: for artists, and others including tech staff, front of house staff, directors, teachers, mentors	<ul style="list-style-type: none"> • YOY growth (% TBC) in gross financial benefits to locals directly through the cultural initiative • YOY growth (% TBC) in number of beneficiaries receiving personal economic benefit across specified employment tiers (full time; part time, casual)

Indirect employment	Local community	Local business survey data from key sectors (ie tourism/hospitality) on increase in employment indirectly generated as a result of the initiative	<ul style="list-style-type: none"> • YOY growth (% TBC) in employment to locals indirectly through the cultural initiative
Employment-enhancing skill development	Individual participants; local economy	<p>Program/event organiser data on employment-enhancing skill development outcomes. (This could include specific artistic skills, such as a new art form or repertoire, but also more generalised skills such as creative thinking, capacity for collaboration, persistence, work skills, communication.)</p> <p>Medium-term (5 year analysis) with original survey participants</p>	<ul style="list-style-type: none"> • YOY growth (% TBC) in participants who report they have developed skills or knowledge that will enhance their capacity to obtain meaningful employment in the future, either intentionally or unintentionally. Quantitative: • YOY growth (% TBC) by participants whose employment can be wholly/partly attributable to initial skill development opportunities

Governance

PURPOSE: Understanding how cultural activity can contribute to a sense of pride and belonging to a community or larger entity such as a state or nation.

OUTCOME	BENEFICIARY	MEASUREMENT APPROACH/DATA SOURCE	TARGET
Sense of community belonging or civic pride enhanced	Community	Program/event organizer/service provider survey data	YOY growth (% TBC) by participants who report: <ul style="list-style-type: none"> • Enhanced sense of community belonging • Pride in community character, identity and achievements
Sense of a positive future for community inspired	Community		YOY growth (% TBC) by participants who report: <ul style="list-style-type: none"> • Optimism for the city's future and place in the world • Sense of contributing to a positive city reputation
Active citizenship, leadership stimulated	Community	<p>Program/event organizer/service provider survey data and participation metrics eg membership of local organisations and decision-making bodies,</p> <p>Engagement metrics from local organisations on engagement activity (numbers involved with political processes/decision-making; number volunteers etc)</p>	<p>YOY growth (% TBC) by organisations who report:</p> <ul style="list-style-type: none"> • change in participation (e.g., numbers, new voices, non-traditional or previously disenfranchised participants now engaged); • change in quality of civic dialogue; • change in media coverage or representation of the issue. <p>YOY growth (% TBC) by participants who report:</p> <ul style="list-style-type: none"> • change in awareness or understanding of a civic issue; • change in thinking and attitudes about an issue or policy; • changed awareness of opportunities to take collective action.

Environmental

PURPOSE: Understanding how cultural activity can contribute to appreciation and responsibility for the civic environment and ecological value of the area

OUTCOME	BENEFICIARY	MEASUREMENT APPROACH/DATA SOURCE	TARGET
Positive sense of place in the local built and natural environment engendered	Individual participants; community	Program/event organizer/service provider survey data and participation metrics	YOY growth (% TBC) by services/organisations who report: <ul style="list-style-type: none"> • Increased membership/volunteers • Increased demand for services • Greater website traffic and requests for information YOY growth (% TBC) by participants who report: <ul style="list-style-type: none"> • New ideas, knowledge and insight about the built and natural environment.
Newly valued connection to the natural world and understanding of ecological issues increased			YOY growth (% TBC) by organisations who report: <ul style="list-style-type: none"> • Increased membership/volunteers • Increased demand for services • Greater website traffic and requests for information • YOY growth (% TBC) by participants who report: <ul style="list-style-type: none"> • New ideas, knowledge and insight about ecological issues.
Positive sense of neighbourhood character, including regeneration and place-making changes			YOY growth (% TBC) by participants who report: <ul style="list-style-type: none"> • positive change in neighbourhood character • perceived value (civic, beautification, security, entrepreneurship) of place-making activities

APPENDIX A

Sample Interview

Cultural Outcome: APPRECIATION: Cultural diversity appreciated

Hi, I'm [first name] from [organisation] and I'm undertaking the evaluation of [activity] so that [organisation] can understand more about the outcomes of its activities.

I'd like to ask you four questions about the impact of today's activity on you. We don't need any information that will identify you. Do you have a moment to speak to me? Great, thanks.

Today you've attended [name of activity] and [seen/heard/experienced/participated in] [description of activity]. This activity was organised by [organisation] to increase the broader community's appreciation of [insert name of specific culture/s if relevant - for example, Indigenous] culture in the local area.

I'm going to ask you to rate your sense of appreciation of this form [or 'these forms'] of [name of culture] cultural expression at two points: *now* that you've participated and *before* you came today.

By appreciation, I mean recognition or understanding of the worth, value or quality of this form of cultural expression. It doesn't necessarily mean you have to have liked or enjoyed it.

We will use a scale of 1-10, where 1 is *none at all* and 10 is the *strongest* sense of appreciation you could imagine.

Question 1:

So first, I'd like to ask you to rate your appreciation of this form [or 'these forms'] of [name of culture] cultural expression *now*, having attended today. Choose a number on the scale of 1-10 to represent your appreciation.

1 2 3 4 5 6 7 8 9 10

Question 2:

Now I'd like you to think back to before you came today and rate your appreciation of this form [or 'these forms'] of [name of culture] cultural expression using the same scale of 1-10.

1 2 3 4 5 6 7 8 9 10

Question 3:

Is there anything you'd like to say about your experience?

Question 4:

One last question – what is your postcode?

Thank you very much for your time.

If you're interested in the evaluation findings from this activity, you can request this information by contacting [organisation].

Do not ask these questions – evaluator to estimate:

Participant age: 18-30 30-50 50-75 75+

Gender: Female Male Other

APPENDIX B – MEASUREMENT INSTRUMENTS

Surveys (paper and online) can provide the quickest and easiest method for gathering data from a large number of people. Surveys might be particularly useful when participant numbers are large, such as at a festival or other large cultural activity; when the opportunity to speak to participants is restricted, such as the short time between when they come out of a performance and exit the theatre; when a large sample of responses is preferred; and/or when contact information, particularly email addresses are available and the option to invite written responses is possible. However, surveys can be limited in that they are only likely to enable gathering of quick and simple responses. If the survey is administered immediately after people have had the experience (as in a theatre or gallery foyer, festival gates), they may not yet have had time to think through the impact the event has had on them. This means that the capturing of the complexity of people's thoughts and ideas is limited as is information about what might have caused or led people to respond as they have (causal factors or processes leading to outcomes).

Interviews or Intercept surveys might be most suitable when the number of participants it is important to speak to is not very large and participants can be accessed in person or via phone, by skype or other technology; and when more detailed information is sought than a numerical measure of outcomes.

Focus groups can be useful when it is possible to bring people together (either in person or using technology), and when interaction between them might be considered useful or important. Focus groups can be more productive than interviews and large surveys, as data can be gathered relatively quickly, the sample size increased by talking with several people at once, and more thoughtful information gathered. Another advantage is that participants can learn from one another as they exchange and build on one another's views, so the evaluation process can be iterative and experienced by participants as an enjoyable learning process.

Expert opinion involves the use of experts' assessments as data. Experts might be people very experienced in running this type of activity (for example, venue managers might have specially developed skills in 'reading the room', enabling them to make a judgement about audiences' responses). In this form of evaluation, the mean score of assessments provided by experts offers an affordable and valid data collection process. Outcomes could be considered proportionate to the possibility offered by the project: that is, the best possible achievement for an activity of this type would be scored a 10. This decision about what would be the best achievement for a project of that type could include consideration of resources used (staff and volunteer time, financial, infrastructure, etc), as well as the particulars of the project: duration, context and skills of leaders and participants.

Participant observation involves a researcher or evaluator observing or participating in an activity to find out more about the experience of others involved. Participant observation always takes place in community settings, in locations believed to have some relevance to the research questions. The method is distinctive because the researcher approaches participants in their own environment rather than having the participants come to the researcher. Generally speaking, the researcher engaged in participant observation tries to learn what life is like for an "insider" while remaining, inevitably, an "outsider."

APPENDIX C

WONDERLAND SHIRE'S PORTWENN MUSIC FESTIVAL EVALUATION SURVEY

[Cultural outcome: sense of aesthetic enrichment

Social outcome: connection to others in the community (bridging capital)]

Wonderland Shire has organised this festival to enhance local residents' cultural enjoyment and help people feel more connected to others in the community. I'd like to ask you a couple of questions about your experience at the festival today to help the Shire find out if it reached its goals.

1. Aesthetic enrichment:

The first question is about your sense of cultural enjoyment from the festival, specifically your sense of 'aesthetic enrichment'. This means the feeling of specialness or being outside the everyday that might come from participating or engaging in a cultural activity. Thinking about the performances and other creative activities at the festival today, did you have a sense of experiencing something special and outside the everyday? That might be feelings like:

- enjoyment, escape, entertainment?
- beauty, awe, joy or wonder?
- feeling special, moved, or transcendent?
- being challenged?

Thinking about that experience, on a scale from 1 – 10 (1 being not special at all to 10 being extremely special or enriching) how would you rate your experience?

1__ 2__ 3__ 4__ 5__ 6__ 7__ 8__ 9__ 10

Did you have an aesthetic experience that was familiar? How enjoyable was this?

1__ 2__ 3__ 4__ 5__ 6__ 7__ 8__ 9__ 10

Did you have an aesthetic experience that was new or unfamiliar? How enjoyable was this?

1__ 2__ 3__ 4__ 5__ 6__ 7__ 8__ 9__ 10

2. Social connection:

The Shire's second objective for this festival is to enhance residents' sense of connection to other people in the community. So now the question I'd like you to think about is: do you think your sense of connection to other people in the community might have changed as a result of this participation in this festival? Do you feel more (or less) connected to others in your community as a result of your participation?

On a scale of 1 to 10, (where 0 is not connected to others at all and 10 is very well connected), could you rate your sense of connection to others in the community that you feel now that you have attended the festival?

1__ 2__ 3__ 4__ 5__ 6__ 7__ 8__ 9__ 10

Thinking back to how connected to others in the community you might have felt before you attended the event, could you give that a rating from 1 to 10? 1__
2__ 3__ 4__ 5__ 6__ 7__ 8__ 9__ 10

When you are thinking about others in the community, can you tell me more about who or what kind of people you might be thinking of?

3. About the respondent: To finish the interview, can you tell us two things about yourself?

What language/s do you speak at home?

What is your postcode?

Interviewer to mark these options based on observations:

Approximate age range:	young adult 18-30	middle-aged adult 30-55	older adult 55+
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Gender:	Male	Female	Other/unsure
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Appendix D - Visitor Survey Tool

SCREENING

Are you 18 years or above?

- Yes
- No (end survey)

To the best of your knowledge have you taken part in this survey previously?

- Yes (end survey)
 - No
-

1. Interviewer record gender

Female

Male

Third gender

2. In which year were you born? OR What is your age?

3. Where do you normally live?

- [Local area] - record postcode (end survey)
- Interstate (record postcode) (go to question 4)
- Overseas (record country) (go to question 4)

4. Did you come to [Local area] specifically for [the event]?

- Yes (go to question 5)
- No (go to question 6)

5. How many nights in total are you spending in [Local area] during your trip? (go to question 8)

6. Are you spending any extra nights in [Local area] because of [the event]?

- Yes (go to question 7)
- No (end survey)

7. How many extra nights in total will you spend in [Local area or surrounds] because of [the event]? (go to question 8)

8. For the following items of expenditure, how much money will you personally spend on each item, for both yourself and other people:

a. During your time in [Local area]? (if answered yes to question 4) OR

b. During the extra time you are in [Local area]? (if answered yes to question 6)

Items	\$AUD
Accommodation, including any meals and drinks where you are staying and any amounts prepaid as part of a package	
Meals, food and drinks apart from any you included in your accommodation	
Tickets including any booking or transaction fees	
Transport such as taxis, public transport, petrol, car hire and vehicle repairs	
Programs or souvenirs such as books, CDs, jewelry or clothing	
Other entertainment within [Local area or surrounds] such as visiting an exhibition, attending a sporting event or visiting the natural highlights of the area.	
Any other expenses, such as for gifts, books, clothing, toiletries, groceries etc	
TOTAL	

9. Including yourself, how many people did this expenditure cover?

Appendix E - Economic Methodology for an Example Event

The economic impact of the event is expressed in terms of the:

- direct in-scope expenditure attributable to the event, or new money that has entered Townsville as a direct result of the event. This was calculated by analysis of expenditure data provided by the event organiser and expenditure data from interstate and international visitors who came to Townsville specifically for the event or extended their stay because of the event; and
- estimated unconstrained economic benefit (i.e. direct and indirect benefit) generated by the event. This measure of the economic impact is calculated by multiplying the direct in-scope expenditure attributable to the event with the general input output multiplier.

Direct in-scope expenditure

The total direct in-scope expenditure is the estimated total expenditure made within Townsville by (1) interstate and international visitors; and (2) the event organiser.

Visitor contribution to direct in-scope expenditure

Table 1 shows visitor contribution to direct in-scope expenditure informed by the number of visitors, the average daily expenditure by visitors, and the average number of nights stayed. Visitor contribution to direct in-scope expenditure was estimated at \$4.92 million based on expenditure from 2,024 interstate visitors, 235 international visitors.

Table 1 - Visitor contribution to direct in-scope expenditure

	Number of visitors	Average daily expenditure	Average length of stay (nights)	Direct in-scope expenditure (000)
Interstate visitors				
Interstate visitors to Townsville specifically for the 2013 Townsville Music Festival (interstate event motivated)	2,009	\$235.57	9.2	\$4.36
Interstate visitors extending their stay in Townsville because of the or the 2013 Townsville Music Festival (interstate extended stay)	15	n/a	n/a	\$0.01
Total Interstate Visitors Contribution to Direct In-Scope Expenditure				
International visitors				
International visitors to Townsville specifically for the 2013 Townsville Music Festival (international event motivated)	228	\$204.67	11.5	\$0.53
International visitors extending their stay in because of the 2013 Townsville Music Festival (international extended stay)	7	n/a	n/a	\$0.02
Total International Visitors Contribution to Direct In-Scope Expenditure				
Total visitor contribution to direct in-scope expenditure				\$4,923

NOTE: Interstate and international extended stay visitor categories both returned small samples through the surveying process. Therefore length of stay and expenditure data has not been provided for these categories, and any information provided about these visitors should be interpreted with caution.

Average length of stay in Townsville and average daily expenditure

Interstate and international event motivated visitors accounted for ninety-nine per cent of the visitor contribution to direct in-scope expenditure attributable to the event. As shown below, on average international event motivated and extended stay visitors stayed longer in Townsville than their interstate counterparts and spent slightly less per day.

Organiser contribution to direct in-scope expenditure

The organiser contribution to direct in-scope expenditure is expenditure within Townsville by the event organiser using funds generated (i.e. income) from outside Townsville*. The organiser contribution to direct in-scope expenditure from staging the event was estimated at \$3.58 million based on the following data:

- gross amount of income received for the event and the estimated percentage of this income that was obtained from outside Townsville (e.g. ticket sales);
- gross amount of expenditure on the event and the estimated amount of expenditure incurred inside Townsville (e.g. travel costs, marketing and salaries/wages).

*The estimation of the expenditure made within Townsville by the event organiser using funds generated outside Townsville is calculated by the total gross amount of expenditure made on the event minus the total estimated amount of expenditure incurred outside Townsville multiplied by the total estimated percentage of income obtained from outside Townsville.

Total direct in-scope expenditure

The total direct in-scope expenditure is an estimate of the inflow of money into Townsville that would not have occurred in the absence of the event. The table below provides a summary of the total estimated direct in-scope expenditure.

Table 2 - Total direct in-scope expenditure

Direct in-scope expenditure	Total ('000)
Interstate and overseas visitors	\$4,923
Organiser contribution	\$3,582
Total	\$8,505

Estimated unconstrained economic benefit

The estimated unconstrained economic benefit attributable to the event is \$15.8 million.

Table 3 - Estimated Unconstrained Economic Benefit

	Total ('000)
Direct in-scope expenditure	\$8,505
GIOM multiplier (value of 1.86)	-
Estimated unconstrained economic benefit	\$15,819

Summary

The evaluation found that the 2013 Townsville Music Festival was successful in attracting an estimated total attendance of 5,800 and delivered an economic benefit to Townsville estimated at \$15.8 million. The event was attended by an estimated 2,094 interstate visitors and 253 international visitors. An estimated 2,009 interstate and 228 international visitors came to Townsville specifically to attend the event and an estimated 15 interstate and 7 international visitors extended their stay in Townsville because of the event. In total, in-scope visitors contributed an estimated \$4.92 million to the Townsville economy.

Appendix F – Example Participant Information Sheet/Consent Form

For *Our Culture, Many Different Stories* Project Participants

This form tells you about the research project. It explains the processes involved with taking part in this evaluation process. Knowing what is involved will help you decide if you want to take part.

Please read this information, or listen carefully if it is being read out or explained to you. You're welcome to ask questions about anything that isn't clear or you want to know more about. Before deciding whether or not to take part, you might want to take the time to talk about it with a family member or friend.

1. What does my participation involve?

You are invited to take part in the *Our Culture* project evaluation because you are involved in the project. Your contact details were obtained from the project facilitator at the Cultural Centre who invited us to evaluate the project.

The research process involves talking about what it is like for participants in the *Our Culture* project. These discussions will take place at three different times: before the project starts; towards the end of the process, and after it is all over. The discussions will be facilitated by community leaders and the research team. The research team will also observe the project as it happens and make notes of what occurs under the guidance and direction of the community leaders. The findings of the project will be reported back to leaders involved in the project through the Centre and then to you, and after that will be published in a report or academic journal article.

2. What is the purpose of this research?

The purpose of this research is to understand (evaluate) what people experience as they work together to create this project. We particularly want to find out if being part of such a project makes any difference to your sense of belonging to culture and sense of connection with each other and community. The findings of this research will become a public document intended to make a significant contribution to knowledge of outcomes of cultural activities and engagement. You won't be personally identified unless you want to (see point 10 below).

3. Other relevant information about the research project

The evaluation team are members of Wonderland Shire staff supported by researchers from the Great Southern University. All rights and ownership of the data collected belong to the local leaders and members of the community through the Centre.

A priority will be made to establish a culturally and socially safe space for the research process. A 'safe space to speak' protocol will be established with participants at the beginning of all sessions, with all participants needing to agree to the protocol if they are to take part in the group discussion. The protocol will include listening and responding respectfully to others' ideas and feelings, and keeping information shared in that discussion within the group.

There are no costs associated with participating in this research project, nor will you be paid. However, you may be reimbursed for any reasonable expenses associated with the research project visit.

4 Do I have to take part in this research project?

Participation in any research project is voluntary. If you do not wish to take part, you do not have to. If you decide to take part and later change your mind, you are free to withdraw from the project at any stage.

If you take part in the discussions, you are free to stop participating at any stage or to decide not to answer any questions. However, it will not be possible to withdraw your individual comments from our records once the group has started, as it is a group discussion, but they won't be identified as yours.

Your decision whether to take part or not to take part, or to take part and then withdraw, will not affect your relationship with the researchers or with the university or the Project Facilitators and community leaders.

If you decide you want to take part in the research project, you will be asked to sign the consent section. By signing it you are telling us that you:

- Understand what you have read (or had explained to you)
- Consent to take part in the research project

You will be given a copy of this Participant Information and Consent Form to keep. You will be asked to sign two copies; one copy is for you to keep and the other is for the Research team.

Jenny Lockhart (j.lockhart@wonderland.gov.au) can provide an extra copy if you need one.

5 What are the possible benefits of taking part?

The project is expected to contribute to knowledge about what difference it makes to people in Wonderland Shire communities to be involved in cultural activities. If you contribute to this project, you might understand more about your own experience. The project will also help researchers find ways to understand the value of cultural participation for community members in Wonderland Shire. Having a documented formal evaluation of such a project may support Wonderland to undertake effective project planning and to have project evaluation evidence to help secure funding in the future.

6 What are the risks and disadvantages of taking part?

While we do not expect that you will experience discomfort or harm during this project, it is possible that unexpected issues may arise. If this is the case, you will be encouraged to take a break from the session, avoid any question that you do not wish to address or you're your participation for that session or altogether. If become upset or distressed through participation in the research project, members of the research team will provide referral to a trained local counsellor where you might seek support.

7 What if I withdraw from this research project?

If you do consent to participate, you may withdraw at any time. If you decide to withdraw from the project, please notify a member of the research team or the Our Culture Project Facilitator. You can ask for any information you have contributed to be taken out of the project data, providing we can identify your contribution.

8 What happens when the research project ends?

The data collected will be used to inform the Shire's planning processes. There may be written reports using the material as well. Project participants, particularly community leaders and the Centre staff will be invited to comment on the final draft of publications for approval prior to publication. All participants will be provided with a copy of written publications produced as a result of this research.

How is the research project being conducted?

9 What will happen to information about me?

By signing the consent form you consent to the research team collecting and using information from you for the research project. Any information obtained in connection with this research project that can identify you will remain confidential. The option to publish or withhold names will be discussed with you and consent forms will be used to document your decision regarding identification. You may prefer to be identified in the important matters relating to your culture being explored in this research, or choose not to be identified.

Results of this research project will be published and/or presented in a variety of academic forums. In any publication and/or presentation, information will be provided in such a way that you cannot be identified, except with your permission. Therefore, publications arising from this research may or may not include participants' names or identifying information depending on the decisions you make in this respect.

In accordance with relevant Australian and/or Victorian privacy and other relevant laws, you have the right to request access to the information about you that is collected and stored by the research team. You also have the right to request that any information with which you disagree be corrected. Please inform the research team member named at the end of this document if you would like to access your information.

Any information that you provide can be disclosed only if (1) it is protect you or others from harm, (2) if specifically allowed by law, (3) you provide the researchers with written permission. Any information obtained for the purpose of this research project that can identify you will be treated as confidential

and securely stored in password-protected computer documents and a secure RMIT server. This server can only be accessed by invitation and is secured with password protection. The files will be accessible to the research team only.

10 Who is organising and funding this evaluation?

Wonderland Shire is funding this evaluation as part of its project cycle, to understand how its activities impact residents and other participants.

11 Further information and who to contact

If you want any further information concerning this project, you can contact [name] on [email] or [phone number]

12 Complaints

Should you have any concerns or questions about this research project, which you do not wish to discuss with the staff member listed in this document, then you may contact:

[Name], [Title], [Organisation] on [phone number]

Consent Form

Title Our Culture, Many Different Stories
Project Co-ordinator [name]

Acknowledgement by Participant

I have read and understood the Participant Information Sheet.

I understand the purposes, procedures and risks of the research described in the project.

I have had an opportunity to ask questions and I am satisfied with the answers I have received.

I freely agree to participate in this research project as described and understand that I am free to withdraw at any time during the project without affecting my relationship with RMIT.

I understand that I will be given a signed copy of this document to keep.

Name of Participant (please print) _____
Signature _____ Date _____

Declaration by Wonderland evaluation team[†]

I have given a verbal explanation of the research project, its procedures and risks and I believe that the participant has understood that explanation.

Name of team member [†] _____
Signature _____ Date _____

[†] An appropriately qualified member of the research team must provide the explanation of, and information concerning, the research project.

Note: All parties signing the consent section must date their own signature.