24 September 2026

Contact for Apologies: Chelsie Butler
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Dear Member

NOTICE OF MEETING

Notice is hereby given pursuant to Section **83(1)** of the *Local Government Act 1999*, as amended that a meeting for the **Ordinary Council** has been called for:

DATE: **Monday, 28 September 2026**

TIME: **5:30pm**

PLACE: **Council Chambers, 1 Bay Road, Victor Harbor**

Please find enclosed a copy of the Agenda for the meeting.

Yours faithfully

Graham Pathuis
INTERIM CHIEF EXECUTIVE OFFICER

Please be advised that filming, photography, audio recording and live-streaming may take place at this meeting when the public and media are not lawfully excluded under Section 90 of the Local Government Act 1999.

Councillors are reminded of the requirements of disclosure by Members of material or general conflict of interest in items listed for consideration on the agenda.

Section 74, 75, 75A, 75B and 75C of the *Local Government Act 1999* requires that Councillors declare any interest and provide full and accurate details of the relevant interest to the Council prior to consideration of that item on the Agenda.

Index:

1. PRESENT 4
2. INTRODUCTION AND ACKNOWLEDGEMENT 4
3. APOLOGIES AND LEAVE OF ABSENCE 4
4. ITEMS ADJOURNED AND/OR LYING ON THE TABLE 5
4.1. Adjourned Item - Draft Recreational Boating Strategy 2026 5
4.2. Adjourned Item - Amendment to Fees and Charges - Encounter Community Centre 12
5. MINUTES OF THE PREVIOUS MEETING 16
5.1. Minutes of the Previous Meeting - 24 August 2026 16
5.2. Minutes of the Previous Special Meeting - 31 August 2026 18
6. DEPUTATION 20
7. QUESTIONS FROM THE GALLERY 20
8. PETITIONS 20
9. OFFICE OF CHIEF EXECUTIVE OFFICER 21
9.1. Outstanding Resolutions - September 2026 21
9.2. Partial Review - Delegations Register 25
9.3. Reviewed - Media, Communications and Social Media Policy 37
9.4. Election of Local Government Association President 2026-2028 48
9.5. Community Satisfaction Survey - Update Report 55
9.6. Regional First Home Buyer Stamp Duty Petition - Endorsement and Authority to Affix Common Seal 63
9.7. Certification of Financial Statements 66
10. COMMUNITY AND DEVELOPMENT 69
10.1. Proposed Lease of Community Land to the Victor Harbor Goolwa Sea Rescue Squadron - 43-47 George Main Road 69
10.2. Arts and Culture Grant Program - 2026/27 Assessment 104
10.3. Major Festivals and Events Grant Program - 2026/27 Assessment 112
10.4. Community Grant Application - Business Victor Harbor 122
11. CORPORATE AND CUSTOMER SERVICE 138
11.1. Library, Records and Customer Service Performance Report 2025/26 138
11.2. Temporary Community Event Sign Request - Port Elliot Show 154
12. ENVIRONMENT AND INFRASTRUCTURE 161
12.1. Request to Name Reserve - Marjorie Tripp Reserve 161
12.2. Stormwater - Crozier Road - Budget Amendment 168
13. MINUTES OF COUNCIL COMMITTEE MEETINGS 171

13.1. Recreation Centre Management Committee - 18 August 2026 171
13.2. Southern Communities Transport Scheme Advisory Committee - 19 August 2026 177
13.3. Fleurieu Region Community Services Advisory Committee - 8 September 2026 183
13.4. CEO Performance Review Committee - 16 September 2026 189
14. SUBSIDIARIES AND REPRESENTATIVE REPORTS 196
14.1. Southern and Hills Local Government Association 2025/26 Annual Report 196
15. MATTERS OF URGENCY 199
16. QUESTIONS ON NOTICE 199
17. QUESTIONS WITHOUT NOTICE 199
18. MOTIONS ON NOTICE 200
18.1. Motion on Notice - Transparency and Public Disclosure of Heads of Agreement Amendments - Cr Stewart Burns 200
18.2. Motion on Notice - Motorised E bikes - Mayor Moira Jenkins 206
19. MOTIONS WITHOUT NOTICE 210
20. CONFIDENTIAL ITEMS 211
20.1. CONFIDENTIAL - Appointment of Qualified Independent Person 211
20.2. CONFIDENTIAL - Discretionary Rebate Application - Prop ID 7090 212
20.3. CONFIDENTIAL - Strategic Land Acquisition 213
20.4. CONFIDENTIAL - Employment Lands Code Amendment 214
21. CLOSURE 215

1. PRESENT

2. INTRODUCTION AND ACKNOWLEDGEMENT

Introduction

The Mayor or Presiding Member will introduce Council Members and Senior staff in attendance.

Acknowledge of Country

The City of Victor Harbor acknowledges the Ramindjeri and Ngarrindjeri people, the Traditional Custodians of the land and surrounding waters where we live and work. We acknowledge their deep connection to Country and pay our respects to Elders past, present and emerging. This respect is extended to Aboriginal and Torres Strait Islander people across Australia.

Diversity Commitment

The City of Victor Harbor is committed to diversity, equity and inclusion. We respect people of all ages, abilities, genders, sexualities, religions, beliefs, cultures and backgrounds.

Service Acknowledgement

We recognise the brave individuals who have served, and continue to serve, our nation. We remember those who have lost their lives and paid the ultimate sacrifice to our country.

Prayer

Almighty God, we ask you to bless this council and allow it to be an agent of change to the people of this City and beyond. Direct and prosper its deliberations to the honouring of Your name and the welfare of the people whom it serves. Amen

3. APOLOGIES AND LEAVE OF ABSENCE

4. ITEMS ADJOURNED AND/OR LYING ON THE TABLE

4.1. Adjourned Item - Draft Recreational Boating Strategy 2026

Committee: Ordinary Council Meeting

Meeting Date: 28 September 2026

Report Author: Jacob Griffin-Bloy

RECOMMENDATION

CURRENT MOTION BEFORE COUNCIL

Moved: Cr Michael Quinton

Seconded: Cr Brayden Mann

That Council adopt the updated Recreational Boating Strategy 2026.

ADJOURNED BUSINESS

At the Ordinary Council Meeting held on Monday 27 July 2026, Council resolved:

6:14pm

FORMAL MOTION

OC2482026

Moved: Cr Michael Quinton

Seconded: Cr Brayden Mann

That the item be adjourned to the September 2026 Ordinary Council Meeting to allow the Boating and Marine Facilities Advisory Group to further consider the Draft Recreational Boating Strategy 2026.

CARRIED

6:16pm

A division was called

The Mayor declared the vote be set aside

FOR: Cr Brayden Mann, Cr Nick McKenzie, Cr Angela Schiller, Cr Michael Quinton

AGAINST: Cr Stewart Burns, Cr David Kemp, Cr Carol Schofield

THE MAYOR DECLARED THE FORMAL MOTION (OC2482026) CARRIED

COMMENTARY SUBSEQUENT TO ADJOURNMENT

The Boating and Marine Facilities Advisory Group met on 2 September 2026 and recommended that the draft Recreational Boating Strategy v6 be amended by replacing 'eastern boat ramp' with 'east of the causeway' and presented to Council for endorsement as the draft Recreational Boating Strategy v6.4.

A copy of the previous draft Recreational Boating Strategy v6 and a copy of the current draft Recreational Boating Strategy v6.4 are both provided under separate cover due to size.

The original report presented to the Ordinary Council meeting held on Monday, 27 July 2026 is provided below for Member's information.

PURPOSE

The purpose of this report is to present the proposed changes to the draft Recreational Boating Strategy 2026 following community consultation, and to seek Council's adoption of the Strategy.

BACKGROUND

In 2004 the Council engaged Connell Wagner Pty Ltd to prepare the 'City of Victor Harbor Boating Strategy' (2004) in consultation with a Boating Strategy Working Party.

The Strategy provides Council with a long-term framework to guide decision-making, advocacy, infrastructure planning, grant applications and future investment in recreational boating facilities throughout the Victor Harbor region.

There are numerous other relevant reports (up to fifteen) that have been prepared over the years that relate to the boating industry and a potential multi-purpose boating facility and alternative sites in Victor Harbor.

To inform the delivery of this Draft Recreational Boating Strategy, the City of Victor Harbor, drawing on the previous strategy and process, established a Boating and Marine Facilities Working Group, the membership of which represent a diverse range of interests of the Victor Harbor commercial and recreational boating community. This group was consulted on a regular basis throughout the study period, typically through a series of working group meetings during which a range of issues and options were explored and examined.

Whilst this strategy proposes options, both general and site-specific, in some cases further investigation will be required prior to work being undertaken.

The updated Draft Recreational Boating Strategy has been developed over a number of years with the assistance of Council's Boating and Marine Facilities Working Group.

The Council's Boating and Marine Facilities Advisory Group comprises of members that have broad experience in recreational boating and a detailed knowledge of the existing facilities and future infrastructure requirements. The Advisory Group has greatly assisted in the

drafting of the Strategy and support the previous draft version being made available for public comment.

On 1 September 2025 a briefing session was held with Council Members. A number of questions were raised and modifications to the report suggested.

A report was presented to the Ordinary Council Meeting on 22 September 2025 and Council resolved the following:

OC2652025

Moved: Cr Michael Quinton

Seconded: Cr Carol Schofield

That the item be deferred to allow Administration to update the draft Boating Strategy to incorporate the suggested amendments outlined in the Council report, and that a revised draft be presented to the October Council meeting for consideration and endorsement for public consultation.

CARRIED

A report was presented to the Ordinary Council Meeting on 27 October 2025 and Council resolved the following:

OC2982025

Moved: Cr Carlos Quaremba

Seconded: Cr Stewart Burns

That the matter be adjourned to allow the Boating Facilities Working Group to review the proposed changes.

CARRIED

A report was presented to the Ordinary Council Meeting on 24 November 2025 with a re commendation that the updated draft be released for public consultation, to help inform the final version of the Strategy. Council resolved the following:

OC3202025

Moved: Cr Michael Quinton

Seconded: Cr Brayden Mann

That Council approve the updated Draft Recreational Boating Strategy 2025 for public consultation, in accordance with the Communication and Engagement Plan provided at Attachment 1, subject to the following amendments:

a. Page 17 of the Strategy, 2.2 Environmental - Land, Water and Legislation, Environmental Significance of the Coastline from Rosetta Head to Hindmarsh River Mouth be changed to

'Coastal, dunal marine system; marine flora and fauna that includes the common Weedy Sea Dragon and Leafy Sea Dragons, dunes (native vegetation) etc.; European and indigenous Heritage.'

b. Page 47 of the Strategy, 4.2.5 Eastern Ramp; fifth and sixth paragraphs be replaced with 'The area for the proposed development comprises a significant seagrass habitat which is both ecologically important and at risk from the development. The seagrass at this site comprises a species rich environment which is responsible for the maintenance of important coastal processes.

The ecological roles including being an area of high productivity and a nursery ground and habitat for numerous fish species. In addition, seagrasses are important in stabilizing sediments and slowing sediment transport and consequently beach erosion processes. The seagrasses in the immediate vicinity of the development will almost certainly be lost due to the development and the timeframe for recovery is likely to be extended (10+ years). Furthermore, it is probable that the seagrasses adjacent to the development site will be adversely affected. In general terms I would expect the loss of 1 Ha of seagrass beds directly associated with this development and a temporary reduction in the vitality of adjacent beds over an area of 5-10 Ha.

Observations from other sites (e.g. Whalers Wharf launching ramp) indicate that seagrasses are likely to re-establish overtime and they are relatively resilient to impacts from boat traffic. Providing channel depths are sufficient then propellor damage is unlikely to be a persistent problem. The algal and invertebrate flora associated with the patches of hard substrate are less susceptible in that, although they are likely to be lost during the construction, they are generally robust communities which will readily re-establish.'

CARRIED

The Draft Recreational Boating Strategy was on public exhibition from Wednesday 3 December 2025 to Friday, 30 January 2026 (meeting the minimum 21-day consultation

requirement).

A report was presented to the Ordinary Council Meeting on 27 April 2026 and Council resolved the following:

OC1482026

Moved: Cr Stewart Burns

Seconded: Cr Nick McKenzie

1. That Council receive and note the Draft Recreational Boating Strategy Community Engagement Report as provided under separate cover.

2. That Council task the Boating and Marine Facilities Advisory Group to advise Council of any proposed changes to the Recreational Boating Strategy, prior to a report to Council for consideration and endorsement.

CARRIED

COMMENTARY

In accordance with the Council resolution, the Boating and Marine Facilities Advisory Group considered the draft Recreational Boating Strategy Community Engagement Report findings,

evidence and feedback and provide for Council consideration proposed changes to the updated draft Recreational Boating Strategy. The only suggestions not incorporated into the revised Strategy relate to detailing the costs associated in delivering various actions as these would be detailed in an implementation plan that would be drafted after the Strategy has been adopted.

The draft Recreational Boating Strategy 2026 provides Council with a contemporary strategic framework for managing and improving boating facilities across Victor Harbor. The Strategy has been informed by extensive stakeholder engagement, advice from the Boating and Marine Facilities Advisory Group, community consultation outcomes and previous technical investigations. Adoption of the Strategy will position Council to advocate for external funding opportunities and guide future decision making while ensuring that any major infrastructure proposals remain subject to further assessment and separate Council approval.

Adoption of the Strategy will:

- Provide a clear strategic direction for boating infrastructure planning.
- Assist Council in seeking State and Federal funding opportunities.
- Improve advocacy outcomes for boating infrastructure investment.
- Respond to identified safety concerns at existing facilities.
- Recognise increasing boating demand across the Fleurieu region.
- Support tourism, commercial fishing, marine industries and the local economy.
- Balance recreational boating needs with environmental and cultural heritage considerations.
- Provide a strategic framework to support future grant applications and partnership opportunities.

Due to size, a copy of the draft Recreational Boating Strategy 2026 with tracked changes is provided under separate cover for Council consideration.

It is important to note that the draft Strategy identifies investigation of an Eastern Beach multipurpose boating facility as a potential long term opportunity. Adoption of the Strategy does not constitute approval of any future boating facility, marina, breakwater, boat ramp or associated infrastructure. Any future proposal would be subject to detailed design, environmental assessment, funding identification, statutory approvals and separate Council consideration.

Following adoption, Administration will utilise the Strategy to inform annual budget development, prioritise boating infrastructure investment, support grant funding applications, advocate to State and Federal Governments, inform future implementation planning and business case development, and guide environmental assessment and feasibility investigations associated with boating infrastructure projects for Council consideration through future budget and Long-Term Financial Plan processes.

RISK ASSESSMENT

The following risks have been assessed in line with Council's Risk Management Framework and Policy:

Financial Management - Adoption of the Strategy does not create an immediate financial commitment. Future actions identified within the Strategy will be subject to separate Council decisions, funding availability, business cases and budget processes. This risk is assessed as ***low***.

Reputation - The proposed consultation will help reduce the reputational risk by allowing a diverse range of views to be considered by Council prior to adopting the Strategy. There is a residual risk that following the consultation, the community may have expectations that swift actions will be taken in-line with the Strategy, whereas actions will only be possible to the extent of funding provided by the Council in this regard. There is also a risk that members of the community may interpret adoption of the Strategy as approval of the construction of specific boating infrastructure projects, including an Eastern Beach boating facility. Adoption of the Strategy establishes strategic direction only and any future infrastructure proposals would require separate Council consideration, environmental assessment, funding identification and statutory approvals. This reduces the likelihood of inappropriate community expectations. This risk is assessed as ***medium***.

Environmental - The risk to the environment was a key theme in the responses to the engagement process, mainly relating to an Eastern Beach boat ramp. The environmental risk is to be assessed through the preparation of an Environmental Impact Statement report prior to any works commencing. All issues raised would need to be addressed before any approval would be granted. This risk is assessed as *low*.

Service Delivery - Failure to adopt the Strategy may reduce Council's ability to advocate for external funding and could result in boating infrastructure decisions being made without an agreed strategic framework. This risk is assessed as ***medium***.

REFERENCES

City of Victor Harbor Community Plan 2030

Aspiration 3 - We manage growth and change responsibly

- Objective 3.1 - Support initiatives that grow the economy, strengthen local businesses, and retain people and jobs in Victor Harbor

Aspiration 4 - We protect and restore our environment

- Objective 4.4 - Protect the health of our coastline, estuaries, waterways and catchments

Aspiration 5 - We have services and infrastructure that meet our community's needs

- Objective 5.2 - Plan and provide for a range of community facilities to meet current and future need

Other references used:

- City of Victor Harbor Public Consultation Policy 2022

BUDGET IMPLICATIONS

Excluding endorsed budgeted staff resources there are no budget implications for Council to consider and adopt the Draft Recreational Boating Strategy 2026.

No additional funds are required.

CONSULTATION

Boating and Marine Facilities Advisory Group at meetings held 24 June and 8 July 2026

Director Environment and Infrastructure - Jodi Roberts

ATTACHMENTS

Attachment Under Separate Cover - Draft Recreational Boating Strategy 2026

4.2. Adjourned Item - Amendment to Fees and Charges - Encounter Community Centre

Committee: Ordinary Council Meeting

Meeting Date: 28 September 2026

Report Author: Leann Symonds

RECOMMENDATION

CURRENT MOTION BEFORE COUNCIL

Moved: Cr Marilyn Henderson

Seconded: Cr Carol Schofield

That Council adopt the amendments to the 2026/27 Fees and Charges to include venue hire, community group fees and retail sales for the Encounter Community Centre as provided at Attachment 1.

ADJOURNED BUSINESS

At the Ordinary Council Meeting held on 24 August 2026, Council resolved:

FORMAL MOTION

OC2792026

Moved: Cr David Kemp

Seconded: Cr Stewart Burns

That consideration of this item be adjourned to the September 2026 Ordinary Council meeting to enable further information to be provided to Council Members regarding the Encounter Centre Fees and Charges, particularly around the application of discounted hire fees for not-for-profit organisations and community groups.

CARRIED

COMMENTARY SUBSEQUENT TO ADJOURNMENT

The intent of the proposed amendment is not to remove Council's ability to provide reduced hire fees where appropriate. Rather, it is to remove the automatic application of a discounted rate based solely on an organisation's not-for-profit status.

While many community and not-for-profit organisations provide significant community benefit, not-for-profit status alone does not necessarily reflect an organisation's capacity to meet the full cost of hire. Some organisations may have access to external funding, grants,

sponsorship or budget allocations for venue hire, while others may have limited financial resources.

Under the proposed approach, requests for reduced fees associated with extended or ongoing bookings may continue to be considered under existing delegations. This enables individual circumstances to be considered, including the nature of the activity, community benefit, frequency of use and any other relevant factors, rather than applying a blanket discount to all organisations within a particular category.

A Council Member Briefing Session was held on 21 September 2026 to provide Council Members with an update on the progress of transitioning the Encounter Community Centre to the operations of the City of Victor Harbor. The briefing included discussion on the fees and a need for a transparent interim framework including room hire, prices, discounts and waivers.

The original report presented to the Ordinary Council meeting held on Monday, 24 August 2026 is provided below for Member's information.

PURPOSE

The purpose of this report is to seek Council approval to include in the Fees and Charges venue hire, community group fees and retail sales for the Encounter Community Centre Wooden Toy Shop, Centre Cafe, and Garden Nursery.

BACKGROUND

Council resolved that, for a three-year trial period commencing 1 July 2026, responsibility for the operation of the Encounter Community Centre would transfer to the City of Victor Harbor.

The Centre provides a range of activities, services and revenue streams that support its operation while delivering community participation and volunteering opportunities. These include the Wooden Toy Factory, a community nursery, cafe operations, community programs and activities, venue hire opportunities, and retail sales from both the Centre and the Ocean Street shopfront.

To support these operations, Council adopted a Fees and Charges Schedule in June 2026, establishing an initial framework for venue hire and retail sales.

COMMENTARY

Following implementation, a number of refinements have been identified to better align the Fees and Charges Schedule with operational practice.

Removal of the discounted hire category for community and not-for-profit organisations is proposed. Requests for reduced fees associated with extended or ongoing bookings may continue to be considered by the authorised delegate under Council's existing delegations. In determining any request, consideration may be given to factors including the nature of the activity, community benefit, frequency of use and other relevant circumstances. Community organisations may also be eligible to seek support through Council's Community Grants Program where appropriate.

Removal of the standalone pottery class fee is also proposed. Pottery classes will instead be captured under the existing Community Programs fee category ($5.00-$30.00 per class), removing duplication within the Fees and Charges Schedule and providing a more consistent approach to program delivery.

In addition, amendments are proposed to the plant sales to reflect the actual range of plants available for sale. The fee will be updated to a variable price range of $2.50-$200.00 per item, aligning the Fees and Charges Schedule with current operational practice.

The proposed amendments to the Fees and Charges are provided at Attachment 1.

RISK ASSESSMENT

The following risks have been assessed in line with Council's Risk Management Framework and Policy:

Financial Management - The proposed amendments to the Encounter Community Centre Fees and Charges Schedule support Council's financial management processes and provide a consistent approach to the administration of hire fees and retail sales. This risk is assessed as ***low.***

REFERENCES

City of Victor Harbor Community Plan 2030

Aspiration 6 - We are a financially sustainable and well-governed organisation

Other references used:

- City of Victor Harbor Fees and Charges 2026/27

BUDGET IMPLICATIONS

Excluding endorsed budgeted staff resources there will be minimal budget implications in approving the proposed amendments to Council's fees and charges.

No additional funds are required.

CONSULTATION

Acting Director Community and Development - Kellie Knight-Stacey

Encounter Community Centre Coordinator - Jessica Stevens

ATTACHMENTS

Attachment 1 - Amendment to 2026/27 Fees and Charges - Encounter Community Centre

Attachment 1 - Amendment to Fees and Charges - Encounter Community Centre

FEES AND CHARGES		GST Y/N	2025/26 FEES (Inc GST)	2026/27 FEES (Inc GST)	✓ Legislated	a Gazetted	Amendment Comments
Encounter Centre							
Activity Room A	Per hour	Y	-	**$35.00**			Existing Fee
Activity Room B	Per hour	Y	-	**$30.00**			Existing Fee
Consult Room	Per hour	Y	-	**$20.00**			Existing Fee
Youth Space	Per hour	Y	-	**$35.00**			Existing Fee
Large Meeting Room	Per hour	Y	-	**$30.00**			Existing Fee
Kitchen	Per booking	Y	-	**$30.00**			Existing Fee
Discount - Not-for-profit groups and incorporated groups based in Victor Harbor, Alexandrina and Yankalilla Council areas or Not-for-profit groups and incorporated groups outside of these areas that are offering free community and/or health services for residents within these areas.	Per booking	Y	-	**75%**			Not required
Extended Booking Arrangement	Per	Y	-	**$0-$35**			Existing Fee
Encounter Community Centre Garden			0				
Rent a Planter Box - 6 months	Per item	Y	-	**$25.00**			Not required
Rent a Planter Box - 12 month	Per item	Y	-	**$50.00**			Not required
Encounter Community Centre Nursey			**0**				
Seedling	Per item	**Y**	-	**$2.50**			Not required
Small Pot	Per item	**Y**	-	**$5.00**			Not required
Medium Pot	Per item	**Y**	-	**$10.00**			Not required
Large Pot	Per item	**Y**	-	**$15.00**			Not required
Plant Sales	Per item	Y	-	**$2.50 - $200.00**			New Fee
Mark-down on Nursey retail products	Per item	**Y**	-	**5% - 75%**			Existing Fee
Encounter Community Centre Toy Shop							
Mark-up on Toy Shop retail products	Per item	**Y**	-	**50% - 200%**			Existing Fee
Mark-down on Toy Shop retail products	Per item	**Y**	-	**5% - 75%**			Existing Fee
Encounter Community Centre Café							
Mark-up on Café retail products	Per item	**Y**	**Various**	**50% - 200%**			
Mark-down on Café retail products	Per item	**Y**	-	**5% - 75%**			Existing Fee
Encounter Community Centre Pottery							
Pottery Classes	Per class	**Y**	-	**$5-$20**			Not required
Use of Kiln	Per item	**Y**	-	**50% - 200%**			Existing Fee
Mark-up on Pottery retail products	Per item	Y	-	**50% - 200%**			Existing Fee
Mark-down on Pottery retail products	Per item	Y	-	**5% - 75%**			Existing Fee
Encounter Community Centre Programs							
Community Programs	Per class	Y	-	**$5-$30**			Existing Fee

5. MINUTES OF THE PREVIOUS MEETING

5.1. Minutes of the Previous Meeting - 24 August 2026

Committee: Ordinary Council Meeting

Meeting Date: 28 September 2026

Report Author: Chelsie Butler

RECOMMENDATION

That the minutes of the Ordinary Council meeting held on Monday, 24 August 2026 be confirmed as true and accurate, subject to the correction of the December 2026 Ordinary Council Meeting date to Monday, 14 December 2026.

INFORMATION

The purpose of this report is to confirm the minutes of the previous meeting in accordance with Regulation 8(1) of the *Local Government (Meeting) Procedures 2013*.

The minutes of the Ordinary Council meeting held on Monday, 24 August 2026 have been distributed to Council Members.

Following the 24 August 2026 Ordinary Council meeting, Administration identified an administrative error in the December 2026 meeting date resolved by Council under Resolution OC2682026. The resolution records the December 2026 Ordinary Council Meeting to be held on Monday, 16 December 2026, however, 16 December 2026 falls on a Wednesday. The correct meeting date is Monday, 14 December 2026. The proposed amendment corrects this administrative error through the confirmation of the minutes process.

RISK ASSESSMENT

The following risks have been assessed in line with Council's Risk Management Framework and Policy:

Legal and Compliance - Preparation and reporting for the endorsement of the minutes can be managed through routine activities and have a negligible impact. This risk is assessed as ***low***.

REFERENCES

City of Victor Harbor Community Plan 2030

Aspiration 6 - We are a financially sustainable and well-governed organisation

Other references used:

Local Government (Meeting Procedures) Regulations 2013

- Regulation 8 - Minutes

BUDGET IMPLICATIONS

Excluding endorsed budgeted staff resources there are no budget implications associated with endorsing the minutes of the previous meeting.

No additional funds are required.

CONSULTATION

Council Members

Interim Chief Executive Officer - Graham Pathuis

5.2. Minutes of the Previous Special Meeting - 31 August 2026

Committee: Ordinary Council Meeting

Meeting Date: 28 September 2026

Report Author: Chelsie Butler

RECOMMENDATION

That the minutes of the Special Council meeting held on Monday, 31 August 2026 be confirmed as true and accurate.

INFORMATION

The purpose of this report is to confirm the minutes of the previous meeting in accordance with Regulation 8(1) of the *Local Government (Meeting) Procedures 2013*.

The minutes of the Special Council meeting held on Monday, 31 August 2026 have been distributed to Council Members.

RISK ASSESSMENT

The following risks have been assessed in line with Council's Risk Management Framework and Policy:

Legal and Compliance - Preparation and reporting for the endorsement of the minutes can be managed through routine activities and have a negligible impact. This risk is assessed as ***low***.

REFERENCES

City of Victor Harbor Community Plan 2030

Aspiration 6 - We are a financially sustainable and well-governed organisation

Other references used:

Local Government (Meeting Procedures) Regulations 2013

- Regulation 8 - Minutes

BUDGET IMPLICATIONS

Excluding endorsed budgeted staff resources there are no budget implications associated with endorsing the minutes of the previous meeting.

No additional funds are required.

CONSULTATION

Council Members

Interim Chief Executive Officer - Graham Pathuis

6. DEPUTATION

7. QUESTIONS FROM THE GALLERY

8. PETITIONS

9. OFFICE OF CHIEF EXECUTIVE OFFICER

9.1. Outstanding Resolutions - September 2026

Committee: Ordinary Council Meeting

Meeting Date: 28 September 2026

Report Author: Chelsie Butler

RECOMMENDATION

That Council receive and note the Outstanding Resolutions - September 2026 report.

PURPOSE

The purpose of this report is to provide Council with an up-to-date listing of the outstanding resolutions of Council as at the time of the agenda preparation.

BACKGROUND

A register of resolutions for the term of Council is maintained and a report included in each Ordinary Council meeting.

The register is presented as an attachment to the report and shows items completed since the last Council meeting and outstanding resolutions that still require action.

COMMENTARY

The Outstanding Resolutions Register provided at Attachment 1 details items still to be actioned and those completed since the Ordinary Council meeting held on Monday, 24 August 2026.

Summary action comments are provided for each item to advise Council of progress to date.

RISK ASSESSMENT

The following risks have been assessed in line with Council's Risk Management Framework and Policy:

Legal and Compliance - Preparation and reporting for the endorsement of the Outstanding Resolutions Report can be managed through routine activities and have a negligible impact. This risk is assessed as ***low***.

REFERENCES

City of Victor Harbor Community Plan 2030

Aspiration 6 - We are a financially sustainable and well-governed organisation

BUDGET IMPLICATIONS

Excluding endorsed budgeted staff resources there are no budget implications associated with receiving the Outstanding Resolutions report.

No additional funds are required.

CONSULTATION

Interim Chief Executive Officer - Graham Pathuis

Relevant Staff

ATTACHMENTS

Attachment 1 - Outstanding Resolutions - September 2026

Attachment 1 - Outstanding Resolutions - September 2026

COMPLETE

	Meeting Date	Description	Details	Comments
1	24/11/2025	OC3312025 - Council-led Petition to State Government - Stamp Duty Exemption for First Homebuyers in Regional South Australia	That Council; a. Endorses the petition to the South Australian State Government's House of Assembly that seeks a waiver of Stamp Duty for First home buyers in regional areas up to the first $750,000 of the purchase price as provided at Attachment 2; b. authorises administration to implement the signature collection strategy as outlined within the report; c. notes the signature collection period will run from December 2025 to the end of April 2026, with the aim of presenting the petition to the new Parliament in May 2026; d. requests Administration monitor progress and provide updates to Council via the weekly update as required; e. approves a $10,000 increase to the operating budget within Project #100084 (Engagement) to allow for the execution and promotion of the petition; and f. acknowledges that a report will be presented at a future council meeting for council to seek endorsement of the petition, along with the collected signatures and to authorise the Mayor and Chief Executive Officer to affix the common seal of the City of Victor Harbor.	A report recommending the completion of the petition is included in this agenda.
2	27/07/2026	OC2482026 - Draft Recreational Boating Strategy 2026	That the item be adjourned to the September 2026 Ordinary Council Meeting to allow the Boating and Marine Facilities Advisory Group to further consider the Draft Recreational Boating Strategy 2026.	The Boating and Marine Facilities Advisory Group met on 2 September 2026. The adjourned report is included in this agenda.
3	24/08/2026	OC2692026 - 2027 Citizen of the Year Awards	That Council call for nominations for the City of Victor Harbor 2027 Citizen of the Year Awards, opening on 14 September 2026 and closing 2 November 2026, in the following four categories: a.Citizen of the Year b.Young Citizen of the Year c.Community Event of the Year d.Active Citizen of the Year.	Nominations open. Promotions have started.
4	24/08/2026	OC2732026 - 2027 Citizen of the Year Awards	That Council call for expressions of interest to fill the three Community Representative Positions on the 2027 Citizen of the Year Award Selection Panel and authorise the Chief Executive Officer to appoint the successful Community Members.	Call published in paper and on social media. EOI closed 11 September 2026. Three positions filled.
5	24/08/2026	OC2762026 - Draft Community Engagement Policy	That Council: a.receive and note the outcomes of the public consultation undertaken on the draft Community Engagement Policy as provided in the Engagement Summary at Attachment 1; and b.revokes the Public Consultation Policy at Attachment 2; and c.adopt the Community Engagement Policy as provided at Attachment 3.	Public Consultation Policy revoked. Community Engagement Policy uploaded to website and enacted.
6	24/08/2026	OC2792026 - Amendment to Fees and Charges - Encounter Community Centre	That consideration of this item be adjourned to the September 2026 Ordinary Council meeting to enable further information to be provided to Council Members regarding the Encounter Centre Fees and Charges, particularly around the application of discounted hire fees for not-for-profit organisations and community groups. **Adjourned Business:** That Council adopt the amendments to the 2026/27 Fees and Charges to include venue hire, community group fees and retail sales for the Encounter Community Centre as provided at Attachment 1.	The adjourned report is included in this agenda.
7	24/08/2026	OC2892026 - Motion on Notice - Advocacy for Bird Flu Vaccination Program - Cr Angela Schiller	That Council write to Julie Collins M.P. Federal Minister for Agriculture, Fisheries and Forestry, Emily Bourke M.L.C. the South Australian Minister for Climate, Environment and Water and Minister for Tourism and Lou Nicholson, Member for Finniss, requesting that the Little Penguins located at Granite Island in Victor Harbor are included in the recently announced $2 million-dollar h5n1 Federal Government bird flu vaccination program for rare and endangered birds.	Letters sent 1 September 2026.
8	31/08/2026	SC482026 - Nomination for Local Government Association of South Australia President - Mayor Moira Jenkins	That Council a.nominate Mayor Moira Jenkins for the position of President of the Local Government Association of South Australia for a term being two (2) years commencing at the conclusion of the 2026 Local Government Association Annual General Meeting until the conclusion of the 2028 Local Government Association Annual General Meeting (subject to the outcome of the 2027 Local Government Elections); and b.authorise the Chief Executive Officer to arrange completion and lodgement of the required nomination forms.	Nomination lodged accordingly.
9	31/08/2026	SC492026 - Nomination for South Australian Regional Organisation of Councils (SAROC) Committee - Mayor Moira Jenkins	That Council a.nominate Mayor Moira Jenkins for the position of Group A representative on the South Australian Regional Organisation of Councils (SAROC) Committee, for a new term being two (2) years commencing at the conclusion of the 2026 Local Government Association Annual General Meeting until the conclusion of the 2028 Local Government Association Annual General Meeting (subject to the outcome of the 2027 Local Government Elections); and b.authorise the Chief Executive Officer to arrange completion and lodgement of the required nomination forms.	Nomination lodged accordingly.

OUTSTANDING

	Meeting Date	Description	Details	Comments
10	28/01/2025	OC12025 - Adjourned Item - Speed Zone Review - The Esplanade/Flinders Parade	1. That Council support a speed zone reduction from 30km/h for The Esplanade/Flinders Parade, Victor Harbor between Albert Place and Coral Street, including Albert Place and Coral Street including Albert Place east of Crozier Road Intersection to the Esplanade. 2. That Administration request a formal speed zone review and provide feedback to the Department for Infrastructure and Transport to support the final authorisation and implementation of the speed limit change. 3. That Council endorse any changes to the speed zone signage as guided by the Department for Infrastructure and Transport.	Administration has commenced the process for requesting a speed zone review from the Department for Infrastructure and Transport. We do not have a proposed end date for this item as DIT can take between 6 months and 3 years to provide feedback. DIT has confirmed that they are aware of the process. Email received from DIT stating they are hoping to provide a response by the end of July 2026. Feedback received in August 2026 and further advice being sought from DIT.
11	27/01/2026	OC272026 - Motion on Notice - Elected Member Attraction and Retention Strategy/Policy	In the lead up to the 2026 Local Government Election, the City of Victor Harbor look to soon start encouraging local community members to consider nominating for Council including: 1. Holding information and Q&A sessions about the role entails; 2. Consulting with the community as to what would make them more likely to consider running for Council and what is currently holding them back; and 3. Alongside the consultation, the City of Victor Harbor review the outdated Elected Members Allowance & Benefits policy to bring Local Government into the 21st century and help attract a broader range of high quality, community minded candidates to run for Council.	In progress – Administration has developed a community engagement strategy for the 2026 Local Government Elections, which includes hosting information sessions and attending local groups and organisations to promote nominating to be a Council Member. The Council Member Allowances and Benefits Policy is also under review and will be presented to Council before the Caretaker period begins.
12	23/02/2026	OC482026 - Proposed Road Closure - Unmade Road Reserve - Brown Hill	That Council: i.resolve to commence proceedings under the Roads (Opening and Closing) Act 1991 for the closure of that portion of unmade road reserve separating Allotments 3 and 4, Certificate of Title 6301/186, Deposited Plan 131683; with the intention that upon closure and subject to negotiations and Council approval, a delineated portion of the said land be disposed of to the adjoining property owner of 15 Lincoln Park Drive, Hindmarsh Valley for the purpose of amalgamation with that property owners' Certificate of Title, with the balance of the land to be incorporated into the parcel intended for subdivision and subsequent acquisition by Council; and ii.proceed with obtaining an identification survey and one independent certified land valuation to enable the Chief Executive Officer to negotiate the terms of the proposed sale of the land; and iii.a further report be submitted for Council consideration to proceed with the road reserve closure and sale of the land based on the agreed sale details.	i. Road closing process commenced February 2026 subject to Land Division completion. ii. Process commenced for obtaining an identification survey and one independent certified land valuation.
13	24/08/2026	OC2682026 - Ordinary Council Meeting - December 2026	That the Ordinary Council meeting for December 2026 be held in the Civic Centre, Council Chambers at 1 Bay Road, Victor Harbor on Monday, 16 December 2026 at 5:30pm.	This item is included in this agenda, as part of the Confirmation of August Minutes, to amend the date in the resolution to Monday, 14 December 2026 - not Monday, 16 December 2026.
14	24/08/2026	OC2862026 - Memorial Plaque and Paver Policy Update	That consideration of this item be deferred to the September 2026 Ordinary Council Meeting to allow further discussion on the memorial plaque process following recent community concerns.	The Memorial Plaque and Paver Policy Update report has been deferred to the 26 October 2026 Ordinary Council Meeting in order to incorporate feedback from the Briefing Session held 7 September 2026.

9.2. Partial Review - Delegations Register

Committee: Ordinary Council Meeting

Meeting Date: 28 September 2026

Report Author: Kyla Walker

RECOMMENDATION

Revocation of Delegation

1. That, having conducted a partial review of Council's Delegations Register in accordance with Section 44(6) of the Local Government Act 1999, Council hereby revokes its previous delegations to the Chief Executive Officer of those powers and functions under the following:

    a. Dog and Cat Management Act 1995 (Appendix 11)

    b. Liquor Licensing Act 1997 (Appendix 41)

    c. Local Government Act 1999 (Appendix 42)

    d. Local Nuisance and Litter Control Act 2016 (Appendix 50)

    e. Local Nuisance and Litter Control Regulations 2017 (Appendix 51)

    f. Planning, Development and Infrastructure Act 2016 - Instrument A (Appendix 56)

    g. State Planning Commission Practice Direction 3 - Notification of Performance Assessed Development Applications - Instrument A (Appendix 56E)

    h. State Planning Commission Practice Direction 10 - Staged Occupation of Multi-Storey Buildings 2020 - Instrument A (Appendix 56H)

    i. Planning, Development and Infrastructure Act 2016 - Instrument B (Appendix 57)

    j. Planning, Development and Infrastructure Regulations 2017- Instrument B (Appendix 57A)

    k. Planning, Development and Infrastructure (Fees, Charges and contributions) Regulations 2019 - Instrument B (Appendix 57B)

    l. State Planning Commission Practice Direction 3 - Notification of Performance Assessed Development Applications - Instrument B (Appendix 57C)

    m. State Planning Commission Practice Direction 18 - Outline Consent - Instrument B (Appendix 57C)

n. State Planning Commission Practice Direction 12 - Conditions - Instrument B (Appendix 57D)

o. Supported Residential Facilities Act 1992 (Appendix 76)

Delegations made under the Local Government Act 1999

2. That Council:

a. on this 28th day of September 2026, hereby exercises its power contained under Section 44 of the Local Government Act 1999, by delegating certain powers and functions as provided at Appendix 11, 41, 42, 50, 51, 56, 56E and 56H as provided under separate cover to the person occupying the Office of Chief Executive Officer (and any person appointed to act in that position), under the:

i. Dog and Cat Management Act 1995 (Appendix 11)

ii. Liquor Licensing Act 1997 (Appendix 41)

iii. Local Government Act 1999 (Appendix 42)

iv. Local Nuisance and Litter Control Act 2016 (Appendix 50)

v. Local Nuisance and Litter Control Regulations 2017 (Appendix 51)

vi. Planning, Development and Infrastructure Act 2016 - Instrument A (Appendix 56)

vii. State Planning Commission Practice Direction 4 - Restricted Development - Instrument A (Appendix 56E)

viii. State Planning Commission Practice Direction 18 - Outline Consent - Instrument A (Appendix 56H)

b. note such powers and functions may be further sub-delegated by the Chief Executive Officer in accordance with Section 44 and 101 of the Local Government Act 1999, as the Chief Executive Officer sees fit, unless indicated herein or in the conditions and/or limitations contained in the proposed Instrument of Delegations.

Delegations made under the Planning, Development and Infrastructure Act 2016 - Instrument B

3. That Council:

a. On this 28th day of September 2026, hereby exercises its power contained under Section 100 of the Planning, Development and Infrastructure Act 2016, by delegating certain powers and functions as provided in Appendix 57 to 57D (inclusive) (as provided under separate cover) to the person occupying the Office of Chief Executive Officer (and any person appointed to act in that position), under the:

i. Planning, Development and Infrastructure Act 2016 - Instrument B (Appendix 57)

ii. Planning, Development and Infrastructure Regulations 2017 - Instrument B (Appendix 57A)

iii. Planning, Development and Infrastructure (Fees, charges and contributions) Regulations 2019 - Instrument B (Appendix 57B)

iv. State Planning Commission Practice Direction 3 - Notification of Performance Assessed Development Applications - Instrument B (Appendix 57C)

v. State Planning Commission Practice Direction 12 - Conditions - Instrument B (Appendix 57D)

b. Council notes such powers and functions may be further delegated by the Chief Executive Officer in accordance with Section 100(2)(c) of the Planning, Development and Infrastructure Act 2016, as the Chief Executive Officer sees fit unless indicated herein or in the conditions and/or limitations contained in the proposed Instrument of Delegations.

Delegations made under the Supported Residential Facilities Act 1992

4. That Council

a. on this 28th day of September 2026, hereby exercises its power contained in Section 9(2)(c) of the Supported Residential Facilities Act 1992, by delegating certain powers and functions as provided in Appendix 76 (annexed under separate cover this report) to the person occupying the Office of Chief Executive Officer (and any person appointed to act in that position under the powers and functions under the Supported Residential Facilities Act 1992 specified.

b. Council notes such powers and functions may be further delegated by the Chief Executive Officer in accordance with Section 9(3)(b) of the Supported Residential Facilities Act 1992, as the Chief Executive Officer sees fit unless indicated herein or in the conditions and/or limitations contained in the proposed Instrument of Delegations.

PURPOSE

The purpose of this report is for the Council to consider and endorse amendments to the Delegations Register to incorporate recent statutory additions and amendments to specific Acts and Regulations and Practice Directions.

BACKGROUND

Councils have certain duties which they must perform and certain powers which they may exercise, pursuant to the *Local Government Act 1999*, as well as a range of other Acts. In most cases the relevant Acts grant those obligations and powers directly to the Council as a body.

As it is neither practical nor efficient for the Council Member body to perform the many operational day to day activities required by legislation or to meet community needs, Section 44 of the *Local Government Act 1999* allows a Council to formally delegate many of its functions and powers to the Chief Executive Officer, Committees, subsidiaries of Council, specific positions, and authorised officers.

The Chief Executive Officer may then sub-delegate these powers or functions to other employees.

While the Chief Executive Officer and sub-delegates may have the delegation to undertake a power or function, they may also choose not to exercise that delegation and bring the matter to Council for consideration and direction.

All delegations made by the Council may be revoked at any time and do not, except in limited circumstances, prevent the Council from acting on a matter or issue itself.

In February 2022, the Council conducted a comprehensive review of its Delegations Register and has since conducted several partial reviews, with the most recent being in April 2026.

COMMENTARY

Quarterly amendments to the delegations provided for in the relevant Acts, Regulations and Practice Directions, are provided through the Local Government Association. The attachments provided are the latest amendments. A review of the delegations is required to be undertaken by the Council in accordance with Section 44(6) where there have been changes to the relevant legislation. The amendments to the relevant Acts, Regulations and Practice Directions are considered minor. Attachment 1 provides a summary of the amendments for each the following pieces of legislation:

- Dog and Cat Management Act 1995 (Appendix 11)
- Liquor Licensing Act 1997 (Appendix 41)
- Local Government Act 1999 (Appendix 42)
- Local Nuisance and Litter Control Act 2016 (Appendix 50)
- Local Nuisance and Litter Control Regulations 2017 (Appendix 51)
- Planning, Development and Infrastructure Act 2016 - Instrument A (Appendix 56)
- State Planning Commission Practice Direction 3 - Notification of Performance Assessed Development Applications 2019 - Instrument A (Appendix 56E)
- State Planning Commission Practice Direction 4 - Restricted Development - Instrument A (Appendix 56E)
- State Planning Commission Practice Direction (Council Swimming Pool Safety Inspections 2025 - Instrument A (Appendix 56F)

- State Planning Commission Practice Direction - Council Inspections 2020 - Instrument A (Appendix 56G)
- State Planning Commission Practice Direction 10 - Staged Occupation of Multi-Storey Buildings 2020 - Instrument A (Appendix 56H)
- State Planning Commission Practice Direction 18 - Outline Consent - Instrument A (Appendix 56H)
- Planning, Development and Infrastructure Act 2016 - Instrument B (Appendix 57)
- Planning, Development and Infrastructure Regulations 2017 - Instrument B (Appendix 57A)
- Planning, Development and Infrastructure (Fees, Charges and Contributions) Regulations 2019 - Instrument B (Appendix 57B)
- State Planning Commission Practice Direction 3 - Notification of Performance Assessed Development Applications - Instrument B (Appendix 57C)
- State Planning Commission Practice Direction 18 - Outline Consent - Instrument B (Appendix 57C)
- State Planning Commission Practice Direction 12 - Conditions - Instrument B (Appendix 57D)
- Supported Residential Facilities Act 1992 (Appendix 76)

The proposed amendments to the Instruments of Delegations are provided under separate cover due to the size.

RISK ASSESSMENT

The following risks have been assessed in line with Council's Risk Management Framework and Policy:

Legal and Compliance - It is a legislative requirement that Council undertakes a review of the Delegations Register at least once in every four years to ensure Council and the Chief Executive Officer are working with the updated legislation and have the appropriate level of power and functions delegated to carry out the various legislative functions. This review has been undertaken to capture recent statutory amendments to various legislation. Undertaking a review minimises the risk of applying out-of-date legislation and delegation. This risk is assessed as ***low.***

REFERENCES

City of Victor Harbor Community Plan 2030

Aspiration 6 - We are a financially sustainable and well-governed organisation

Other references used:

Local Government Act 1999

- Section 44 - Delegations

BUDGET IMPLICATIONS

Excluding endorsed budgeted staff resources there are no budget implications associated with Council undertaking and approving a partial review of the Delegations Register.

No additional funds are required.

CONSULTATION

Interim Chief Executive Officer - Graham Pathuis

Governance Officer - Chelsie Butler

ATTACHMENTS

Attachment 1 - Partial Review - Delegations Register Summary

Attachment Under Separate Cover - Partial Review - Delegations Register

Attachment 1 - Summary Amendments - Partial Review - September 2026

Partial Review – Delegations Register

Summary of Amendments

Dog and Cat Management Act 1995 (Appendix 11)

The amendments to the *Dog and Cat Management Act 1995*, are a result of the D*og and Cat Management (Breeder Reforms) Amendment Act 2025*.

Deleted provisions

The following provision is proposed to be removed from the Delegation Register:

- Section 53(1) of the Act previously allowed council to issue a written direction to a person who owns or is responsible for the control of a dog subject to an order under the Destruction and control orders. The amendment Act repealed Section 53 of the *Dog and Cat Management Act 1995*, which came into effect on 17 November 2025.

Appendix 41 - Liquor Licensing Act 1997

The amendment to the *Liquor Licensing Act 1997*, are a result of the *Local Nuisance and Litter Control (Miscellaneous) Amendment Act 2025*, which came into effect on 18 June 2026.

Amended Provisions

- Section 106(2)(b) – This provision has been amended to reflect the amendment to section 106(1). Section 106(1) now applies to noise or behaviour arising from persons at licensed premises, and to the behaviour of persons travelling to or from licensed premises. It no longer applies to other activities conducted on licensed premises that are not directly related to the licence.

Appendix 42 - Local Government Act 1999

Amended Provisions

- Section 55B(5) – There are no changes to the delegated powers or functions. The only amendment corrects the subsection reference from subsection (6) to subsection (5).

Appendix 50 - Local Nuisance and Litter Control Act 2016

The amendment to the *Local Nuisance and Litter Control Act 2016*, are a result of the *Local Nuisance and Litter Control (Miscellaneous) Amendment Act 2025*, which came into effect on 18 June 2026. The

New Provisions

The following provisions are new additions to the Delegations Register, with a summary provided below:

- Section 19(2a), (3), (4a), (4b)(a), (4b)(c), (6)(a) and (6)(b) – These provisions provide councils greater flexibility in managing nuisance exemptions under section 19 of the Act. A key change

allows a council to waive the requirement for a site nuisance management plan, which would ordinarily accompany an exemption application, if it is satisfied that the anticipated adverse effects of the activity cannot reasonably be avoided and will be limited in nature.

- Section 22A(1), (2), (3) and (4) – These provisions establish a cost-recovery mechanism for councils that take urgent action to remove hazardous litter from a public place when the person responsible is not known. Once identified, that person may be served with a written notice requiring payment of the council's reasonable costs and expenses, including costs associated with sampling, testing, examination, monitoring or analysis. The notice must allow at least 28 days for payment. Interest accrues on any outstanding amount at the prescribed rate, and unpaid amounts may be recovered as a debt. The Amendment Regulations prescribe the interest rate as the cash advance debenture rate under the *Local Government Act 1999* for the relevant financial year.

- Section 30(2), (2b), (2c), (8)(a), (8)(b) and (8a)(b) – These provisions expand councils' powers in relation to nuisance abatement notices. Councils may specify matters and requirements in a notice, require a plan of action containing specified information, and require compliance with that plan to the council's satisfaction. Councils may also vary or revoke a notice either on application by the person to whom it was issued, where appropriate in the circumstances, or on their own initiative. Councils may determine the form, manner and information requirements for applications to vary or revoke a notice.

- Section 30A(1), (4), (7), (8) and (9) – These new provisions new section 30A gives councils a powerful tool to protect the effect of nuisance abatement notices beyond the current owner or occupier of land. Where a nuisance abatement notice has been issued in relation to an activity carried out on land, or requires a person to take action on or in relation to land, the council may apply to the Registrar-General to register the notice against the title of that land.

  Once registered, the notice (as varied from time to time) is binding on each owner and occupier of the land from time to time. This means that a new owner or occupier who acquires the land after registration will be bound by the terms of the notice. A person who ceases to own or occupy the land must notify the council in writing of the name and address of the new owner or occupier as soon as reasonably practicable, with a maximum penalty of $2,000 for non-compliance. The council is required to apply for cancellation of the registration upon revocation of the notice, full compliance, or payment of any amounts recoverable under the Act. This is a significant enforcement enhancement for councils dealing with persistent nuisance issues on land that may change hands.

- Section 31(8) and (9) – These provisions allow the Minister or a council to sell or otherwise dispose of litter or other items removed from premises when taking action under this section. Any sale proceeds must be applied in order to the costs of the sale, the costs of removal and custody, any other reasonable costs incurred in taking the action, and finally any remaining balance must be paid to the owner.

The inclusion of these additional sections is operational and should be delegated to the Chief Executive Officer.

Amended Provisions

- Section 19(6) – This provision was amended to reflect when a declaration is made under this section (Exemptions from application of Section 18 – causing local nuisance), it has effect from the date specified in the declaration and remains in force as outlined in Section 19(6)(a), (b) and (c).
- Section 19(7) – The provision was amended to include the words "or extensions". This means that Council must publish a declaration made under this section (exemptions from application of Section 18 – causing local nuisance) and any variations or extensions of the declaration, on a website determined by the Council.

There are no proposed changes to the delegations and should still remain with the CEO.

Deleted provisions

The following provision are proposed to be removed from the Delegation Register:

- Section 30(8) – This provision has been repealed from the Act and is now captured under two separate subsections, as a result of a legislative amendment.
- Section 40 – This provision was duplicated in the instrument.

Appendix 51 - Local Nuisance and Litter Control Regulations 2017

Deleted provisions

The following provision is proposed to be removed from the Delegation Register:

- Regulation 6(1)(b) – This provision has been repealed from the Regulations following an amendment to section 19(2)(c), which replaces the requirement for 'a fee of an amount fixed by regulation' with 'the fee fixed by the council pursuant to section 188(1)(g) of the *Local Government Act 1999*'.

Appendix 56 - Planning, Development and Infrastructure Act 2016 (Instrument A)

Deleted provisions

The following provision is proposed to be removed from the Delegation Register:

- Section 192(18) – This provision was included in the previous periodic review. However, the Local Government Association subsequently advised that it had been included in error and should instead have formed part of Instrument B under the *Planning, Development and Infrastructure Act 2016*.

Appendix 56E - State Planning Commission Practice Direction 3 – Notification of Performance Assessed Development Applications (Instrument A)

Deleted provision

The following provision is proposed to be removed from the Delegation Register:

- Clause 6(3)(b) – This provision was included in the previous periodic review. However, the Local Government Association subsequently advised that it had been included in error and should instead have formed part of Instrument B under the *State Planning Commission Practice Direction 3 – Notification of Performance Assessed Development Applications*.

Appendix 56E - State Planning Commission Practice Direction 4 – Restricted Development (Instrument A)

New provision

- Clause 7(5) – This provision reflects a variation to the Practice Direction undertaken by the State Planning Commission through minor editorial updates, including the incorporation of this clause. The variation was formalised by Gazette notice on 5 February 2026 and published on the SA Planning Portal.

The inclusion of these additional sections is operational and should be delegated to the Chief Executive Officer.

Appendix 56H - State Planning Commission Practice Direction 10 – Staged Occupation of Multi-Storey Buildings 2020 - Instrument A

Deleted provisions

- Clause 5(2) – This Clause has been removed from the State Planning Commission Practice Direction 10.

Appendix 56H - State Planning Commission Practice Direction 18 – Outline Consent (Instrument A)

New provisions

- Clause 5(1)(b) – This clause was excluded from the previous periodic review. However, the Local Government Association subsequently advised that this was due to an error, as the provision had been included in Instrument B under the State Planning Commission Practice Direction 18 – Outline Consent (Instrument A).

The inclusion of these additional sections is operational and should be delegated to the Chief Executive Officer.

Appendix 57 - Planning Development and Infrastructure Act 2016 (Instrument B)

New provisions

- Section 192(18) – This provision was excluded from the previous periodic review. However, the Local Government Association subsequently advised that this was due to an error, as the provision had been included in Instrument A under the *Planning, Development and Infrastructure Act 2016*, when it should have been included in Instrument B.

The inclusion of this additional section is operational and should be delegated to the Chief Executive Officer.

Appendix 57A - Planning Development and Infrastructure Regulations 2017 (Instrument B)

The changes only relate to renumbering of the delegated items. No changes to the item delegated or to the delegate.

Appendix 57B - Planning, Development and Infrastructure (Fees, charges and contributions) Regulations 2019 (Instrument B)

The changes only relate to renumbering of the delegated items. No changes to the item delegated or to the delegate.

Appendix 57C - State Planning Commission Practice Direction 3 – Notification of Performance Assessed Development Applications (Instrument B)

New provisions

- Clause 6(3)(b) – This provision was excluded from the previous periodic review. However, the Local Government Association subsequently advised that this was due to an error, as the provision had been included in Instrument A under the *State Planning Commission Practice Direction 3 – Notification of Performance Assessed Development Applications,* when it should have been included in Instrument B.

The inclusion of this additional clause is operational and should be delegated to the Chief Executive Officer.

Appendix 57C - State Planning Commission Practice Direction 18 – Outline Consent (Instrument B)

Deleted provisions

The following provision is proposed to be removed from the Delegation Register:

- Clause 5(1)(b) – This clause was included in the previous periodic review. However, the Local Government Association subsequently advised that it had been included in Instrument B under the State Planning Commission Practice Direction 18 – Outline Consent, when it should have been included in Instrument A.

State Planning Commission Practice Direction 12 – Conditions (Instrument B) – Appendix 57D

Deleted provisions

The following provision are proposed to be removed from the Delegation Register:

- Clause 6 – This clause was included in the previous periodic review; however, the Local Government Association subsequently advised that it had been added in error.

Appendix 76 - Supported Residential Facilitates Act 1992

Deleted Provision

The following provision are proposed to be removed from the Delegation Register:

- Section 9(1)(c) – This provision has been removed as it is duplication of an existing delegation and was included in error.

9.3. Reviewed - Media, Communications and Social Media Policy

Committee: Ordinary Council Meeting

Meeting Date: 28 September 2026

Report Author: Kyla Walker

RECOMMENDATION

That Council adopt the reviewed Media, Communications and Social Media Policy as provided at Attachment 1.

PURPOSE

The purpose of this report is for Council to adopt the reviewed Media, Communications and Social Media Policy.

BACKGROUND

Section 132A of the Local Government Act 1999, specifies Council must ensure that appropriate policies, practices and procedures are implemented and maintained in order to ensure compliance with any statutory obligations and to achieve and maintain standards of good public administration.

Policies are an important part of ensuring the City of Victor Harbor has good governance practices. In addition, it is a way to protect the organisation and provide the community with confidence the Council will undertake operations in a consistent, fair and equitable way.

The Media Policy was adopted by Council at the Ordinary Council Meeting held on 28 July 1997 and was last reviewed and endorsed by Council on 25 August 2014. While the Social Media Policy was adopted by Council at the Ordinary Council Meeting held on 25 August 2014.

In March 2023, Council resolved to revoke the Media and Social Policies and consolidate both policies into one Policy.

COMMENTARY

The Media, Communications and Social Media Policy has been reviewed in consultation with the Senior Management Team, key stakeholders and subject matter expert staff. The review considered legislative requirements, current standards and any challenges administration have faced when using the Policy.

A summary of the amendments is provided below:

- Clause 2 - Scope: Expanded to include Council-managed communication and engagement platforms that support tourism, visitor information and related services.

- Clause 4 - Legislation and Compliance: Removed legislation references that no longer required.

- Clause 5 - Definitions: Added a definition for Digital Communications Platform to broaden the policy's application beyond social media channels.

- Clause 6.1 - Updated wording to support community feedback and dialogue through appropriate communication and engagement channels, without implying active engagement via social media.

- Clause 6.2 - Expanded references to include trusted external communication sources.

- Clause 6.3 - Added provisions clarifying that delegated staff responsible for tourism, visitor information and related services may provide information to media regarding events, attractions, visitor experiences, reflecting the current practice.

- Clause 6.6 - Clarified that media and digital communication channels are generally monitored during normal business hours.

- New clauses added to address:

    - Clause 6.2.1 - Collection and management of information through communications channels

    - Clause 6.2.2 - Communications during caretaker period

    - Clause 6.2.3 - Emergency and crisis communications

    - Clause 6.5 - Response to Ministers and Members of Parliament

The reviewed Media, Communications and Social Media Policy with the recommended track changes is provided at Attachment 1.

RISK ASSESSMENT

The following risks have been assessed in line with Council's Risk Management Framework and Policy:

Legal and Compliance - The Media, Communications and Social Media Policy has been reviewed against legislative provisions and other best practice standards to ensure that the policy is effective. This risk is assessed as ***low***.

REFERENCES

City of Victor Harbor Community Plan 2030

Aspiration 6 - We are a financially sustainable and well-governed organisation

Other references used:

Local Government Act 1999

- Section 132A - Related administrative standards

BUDGET IMPLICATIONS

Excluding endorsed budgeted staff resources there are no budget implications in Council adopting the reviewed Media, Communications and Social Media Policy.

No additional funds are required.

CONSULTATION

Senior Management Team

Governance Officer - Chelsie Butler

Communications Officer - Cathy Williams

ATTACHMENTS

Attachment 1 - Reviewed - Media, Communications and Social Media Policy

Attachment 1 - Review – Media, Communications and Social Media Policy

POLICY

Policy Name	Media, Communications and Social Media Policy
Policy Category	Governance
Department / Officer	Governance / Chief Executive Officer
Date Adopted	27 March 2023
Date/s Reviewed	28 September 2026
Review Frequency	Three years
Strategic Plan Reference	Aspiration 6 – We are a financially sustainable and well-governed organisation
Attachments	

1. Purpose

This policy establishes Council's commitment to effectively engage with the media, wider community and stakeholders in a professional, ~~timely~~ prompt and positive manner. It also nominates the official spokesperson(s) for the City of Victor Harbor. ~~for all forms of response and public comment~~. ~~This policy also recognises the opportunities~~ increasing ~~that~~ digital~~social media (including social media) plays in~~ connecting with others, as a source of news and information, and to conduct business and marketing provides for dynamic and interactive communication which can complement~~ and increasingly replace traditional communication methods.~~

2. Scope

This P~~p~~olicy applies to all official engagements and communications provided by employees, Council Members, volunteers, agents and contractors on behalf of the City of Victor Harbor with the public (using traditional media and social media). This policy also applies to public use of official City of Victor Harbor social media platforms.

This policy does not cover ~~public consultation~~community engagement or general Council correspondence, or the use of ~~social~~ digital media in a personal capacity where no reference is made to Council-related matters.
This Policy also applies to Council-managed communication and engagement platforms that support tourism, visitor information, destination marketing, cultural, community and economic development objectives. These platforms communicate on matters not directly related to Council governance or decision-making but remain subject to Council oversight and operational procedures.

3. Policy Statement (Summary)

Council requires a consistent and professional corporate approach when engaging in two-way connections with the media and the community, whether through traditional or ~~social~~ digital media.

4. Legislation and Compliance

~~Relevant legislation includes, but is not limited to the following:~~

- Civil Liability Act 1936 (SA)
- Copyright Act 1968 (~~Cth~~Cth)
- ~~Criminal Law Consolidation Act 1935 (SA)~~
- Defamation Act 2005 ~~(SA)~~
- ~~Fair Trading Act 1987 (SA)~~
- ~~Fair Work Act 1994 (SA)~~
- Freedom of Information Act 1991 ~~(SA)~~
- Local Government Act 1999 ~~(SA)~~ – Section 62 and 109
- Local Government (Elections) Act 1999 ~~(SA)~~
- ~~Equal Opportunity Act 1984 (SA)~~
- ~~Australian Human Rights Commission Act 1986 (Cth)~~
- ~~Spam Act 2003 (Cth)~~
- Privacy Act 1988 (Cth)
- State Records Act 1997 (SA)
- ~~Civil Liability Act 1936 (SA)~~

5. Definitions

Digital Communication Platforms means electronic systems, applications, websites and online services used to create, publish, receive, store or share information and content in a digital environment, including websites, social media platforms, blogs, emails, e-newsletter, messaging and video-sharing services.

~~***Traditional media*** – Includes newspapers, radio, television, publications, letters, press releases etc.~~

Social media – means Digital Communication Platforms ~~and applications~~ that enable users to create, ~~and~~ share and interact with content and~~to~~ participate in online networking and discussion. ~~social networking, allowing the community to comment, provide feedback and engage online. Social media includes the following: Facebook, YouTube, Instagram, LinkedIn, blogs and more.~~

~~***Digital platforms*** – Includes social media, email, eNewsletter/EDMs, text messaging, websites, videos etc.~~

Moderation – ~~is~~means the editing or removal of content posted to a social media site. For example, to remove offensive or defamatory materials.

Post-moderation of content – Allows all user-submitted content to appear online automatically, where it will then be reviewed and removed or edited at a later time if necessary.

Pre-moderation of content – Allows for the review and approval of all user-submitted content before it appears online.

Staff – means any person carrying out duties or performing tasks for and on behalf of the City of Victor Harbor whether they are paid or unpaid, including employees, contractors, consultants, volunteers, or students including any other person authorised to undertake duties on behalf ~~that are involved with~~of the City of Victor Harbor.

Traditional media means newspapers, radio, television, magazines, newsletters, media releases, publications, letters and other recognised broadcast or print media channels.

6. Policy Content

6.1 Media, Communications and Social Media Principles

Council's use of traditional and digital platforms aims to:

- inform the community about the policies, service levels, programs, services and initiatives of the City of Victor Harbor in line with aspirations within the Community Plan.
- ensure the City of Victor Harbor is visible, accessible and accountable to the community and key stakeholders.
- drive community participation and engagement with the programs, activities and events delivered or supported by the City of Victor Harbor.
- increase and encourage **two-way** communication between the community and the City of Victor Harbor to enhance the council's value perception.
- Ensure communications are accessible, inclusive and provided in formats that support participation by all members of the community wherever reasonably practical.

6.2 Using Council Communication Platforms

The Council's communications and engagement platforms, including traditional and digital methods, may be used in a variety of ways to connect and share information with the City of Victor Harbor community. Both traditional and digital platforms may provide details and specific information. Where appropriate, communication channels will direct users to the most relevant source of information, including Council's website or other relevant sources~~, however all information will lead back to Council's main source of information – the City of Victor Harbor corporate website.~~ Opportunities to be involved in decision making relating to Council projects and services will be shared across these platforms, with formal decision-making processes not conducted across these platforms.

The role of the Communications Team is to provide advice on appropriate communications and engagement platforms that will be used for Council purposes with oversight of all content.

6.2.2 Caretaker Period Communications

During a caretaker period, all media and communications must comply with Council's Caretaker Policy.

6.2.3 Emergency and Crisis Communications

In emergencies, disaster or crisis situations, public communications will be coordinated by the Chief Executive Officer or delegate. Information released through Council communication channels must be accurate, timely and consistent with advice of relevant authorities.

6.3 Response to Traditional Media (Spokespersons)

The Mayor and Chief Executive Officer are the authorised spokespersons for Council. The Chief Executive Officer may authorise other officers to speak with the media on specific matters. Council Members speaking to the media in their personal capacity must make it clear they are not speaking on behalf of Council.~~nominated as the official spokespersons of the Council for traditional media (when speaking with journalists from print and broadcast media outlets) and have the authority to make comments to the media on behalf of Council. Only the official spokespersons, or officers authorised by the Chief Executive Officer for specific situations, may give any information or speak to the media on behalf of Council.~~

Where appropriate or expedient for a specific issue, the Mayor may delegate their responsibility as principal spokesperson for the Council to the Deputy Mayor or another Council Member.

Media enquiries are generally received by the Communications Team who coordinate and determine the appropriate method of response. Council has a Communications Team with professional staff who can respond to media enquiries in consultation with the Mayor and Chief Executive Officer (or Chief Executive Officer's delegate/s).

If the Mayor or Chief Executive Officer is contacted directly by the media, they have the authority to respond directly.

When Council Members speak to the media, they speak as individual ~~Councillors~~ Council Members and not on behalf of the City of Victor Harbor and must make this clear in their response. When the Mayor is not speaking on behalf of Council, they must also make it clear that they are speaking as an individual. Council Members should direct all media inquiries to the Communications Team.

Council staff shall communicate with the media only if authorised by the Chief Executive Officer and may not make any personal comment on any issues, via traditional or digital platforms.

~~Authorised~~ Delegated staff responsible for tourism, visitor information, destination marketing, cultural and community promotion activities may provide information to media organisations regarding events, attractions, visitor experiences, operational activities and promotional campaigns within their area of responsibility, provided such communications do not represent Council's official position on policy, governance or strategic matters ~~unless otherwise authorised~~/.

6.4 Response to Social Media (Spokespersons)

~~Only the official spokespersons, or staff authorised by the Chief Executive Officer (for specific situations), may provide information via Council's official digital and social media channels.~~

Official statements relating to Council policy, decisions, governance matters or Council's official position may only be made by the authorised spokespersons or officers authorised by the Chief Executive Officer.

Authorised staff may publish content and undertake routine engagement activities through Council-managed digital communications platforms, including responding to enquiries, comments and messages, providing visitor information, promoting events and activities and supporting community participation, in accordance with operational requirements.

Routine operational responses do not require a specific delegation where the response is factual, within the employee's area of responsibility and does not communicate Council policy, governance positions, advocacy matters or official council decisions.

6.5 ~~Ministerial Response~~Response to Ministers and Members of Parliament

The Mayor and Chief Executive Officer are the authorised representatives of Council for correspondence and responses to Ministers, Members of Parliament and government agencies unless otherwise delegated by the Chief Executive Officer.

6.~~5~~6 Moderation and Monitoring

~~Moderation applies to social media only. The City of Victor Harbor monitors and moderates its social media pages to remove anything defamatory, or may turn off commenting in certain circumstances. The Council's terms of use state how we expect users to engage with our social media pages and this is available at www.victor.sa.gov.au.~~

~~Council's social media channels should be regularly monitored and maintained to ensure appropriate use. This includes removing inappropriate content in a timely manner and keeping formal records of social media activity in line with Council's Records Management Policy.~~

Council monitors and moderates Council-managed social media channels in accordance with published terms of use.

Content that breaches those terms may be removed, and commenting functionality may be restricted where appropriate. Council-managed channels are generally monitored during normal business hours and should not be used to report emergencies or service requests.

6.~~6~~7 Use of Social Media

All participants using digital communications platforms must act respectfully, comply with applicable legislation and council policies, protect confidential information and

avoid conduct that may harm Council's reputation. Additional requirements for Council Members and staff are outlined below:

~~Any personal use of digital communications is at the individual community member, staff member or Council Member's discretion. However, it is important that individuals are aware and responsible for the implications of participating where they reference Council, their relationship with Council or its brands, or interact with a Council social media channel.~~

6.7.1 *Council Members*

Council Members should use social media and other public digital media platforms in accordance with the Behavioural Standards for Council Members.~~,~~ All Council Member social and digital media accounts should have a prominent statement that clearly identifies they are not speaking on behalf of Council. In expressing individual views, Council Members must do so in a way that does not undermine the community's trust or confidence in Council and maintains respectful relationships with fellow Council Members and staff. For Council Members, breaching this policy may result in a Behavioural Standards complaint.

6.7.2 *Council Staff*

Council staff using private social media channels to comment on Council related matters should do so in accordance with the ~~Code of Conduct for~~Behavioural Standards for Employees. Comments should be clearly identified as their own opinions, be accurate and factual, and not disparage Council, Council Members, employees, volunteers or contactors etc.

Staff must not disclose confidential information, publish internal council discussions, misuse council branding, or engage in online conduct that may harm council's reputation or breach council policies.

Any staff found breaching this policy may be subject to disciplinary action, performance management and/or review. Serious breaches may result in suspension or termination of employment or association in accordance with Council policies. Any content that breaches the policy guidelines will be recorded and kept on personnel records.

6.7.3 *All Participants*~~—~~

When participating in open communications via traditional or digital platforms, participants should behave with courtesy, honesty and respect. 'House rules' will be shared with all those who engage in any City of Victor Harbor digital &/or social media platform.

The City of Victor Harbor has the discretion to hide and/or turn~~-~~off ~~commenting~~ comments on its social media channels. The Council will remove any content that falls into the following categories:

- Offensive, abusive or violent language
- Hateful or discriminatory comments
- Links or comments containing sexually explicit content ~~material~~material.

- Violations of copyright or intellectual property rights
- Spam, link baiting or files containing viruses that could damage the operation of other people's computers or mobile devices.
- Attacks on specific groups or any comments meant to harass, threaten or abuse an individual.
- Commercial or personal solicitations, including crowdfunding campaigns.
- Trolling posts or deliberatively disruptive conversations
- Inaccurate or misleading statements about the City of Victor Harbor, its staff and Council Members

- Anyone who chooses to repeatedly break the house rules will be removed from Council platforms.

All social media channels are a public forum and information shared should be intended for the ~~general~~ public. Participation is at your own risk, and you take personal responsibility for your comments, your username and any information provided.

~~6.7~~ 6.8 Complaints

All complaints and grievances about the City of Victor Harbor and its services should be formally reported to 8551 0500 or emailed to localgov@victor.sa.gov.au. Please refer to the Council's Complaints Handling Policy for further information.

7. Risk Management

This policy will assist Council to mitigate risks associated with potential public relations, governance and legislative compliance matters.

8. Implementation/Delegations

The Chief Executive Officer is the delegated authority to implement this policy.

9. Related Documents

~~This policy should be read in conjunction with:~~
Behavioural Standards for Council Members
~~Code of Conduct~~Behavioural Management for Employees
Caretaker Policy
Community Engagement Policy
Records Management Policy
Delegations Register

~~Acceptable use policies for email, internet, digital equipment and electronic communications~~
~~Privacy Policy~~
~~Public Consultation Policy~~
~~Caretaker Policy~~

10. Availability of Policy

This policy is available on Council's website at www.victor.sa.gov.au.

9.4. Election of Local Government Association President 2026-2028

Committee: Ordinary Council Meeting

Meeting Date: 28 September 2026

Report Author: Chelsie Butler

RECOMMENDATION

1. That Council determine that Mayor Moira Jenkins be allocated Preference 1 for the position of President of the Local Government Association of South Australia for the 2026-2028 term, consistent with Council's resolution of 31 August 2026 nominating Mayor Moira Jenkins for the position.

2. That Council appoint the Interim Chief Executive Officer as Returning Officer for the purpose of conducting a secret ballot to determine Preference 2 from the remaining candidates, and that on completion of the ballot, be authorised to declare the successful candidate.

3. That Council determine ..... as its Preference 2 for the position of President of the Local Government Association of South Australia for the 2026-2028 term.

4. That Council appoint the Interim Chief Executive Officer as Returning Officer for the purpose of conducting a secret ballot to determine Preference 3 from the remaining candidates, and that on completion of the ballot, be authorised to declare the successful candidate.

5. That Council determine ..... as its Preference 3 for the position of President of the Local Government Association of South Australia for the 2026-2028 term.

6. That Council determine ..... as its Preference 4 for the position of President of the Local Government Association of South Australia for the 2026-2028 term.

7. That Council authorise the Interim Chief Executive Officer to complete and submit the ballot in accordance with Council's resolution.

PURPOSE

The purpose of this report is for Council to determine its voting preferences for the election of the President of the Local Government Association of South Australia (LGA) for the 2026-2028 term and authorise submission of Council's ballot to the Returning Officer.

BACKGROUND

The Local Government Association of South Australia (LGA) is the peak representative body for local government in South Australia and provides advocacy, support and leadership on behalf of member councils.

The office of LGA President is elected by member councils and provides strategic leadership and representation for the local government sector at a state and national level. A person elected as LGA President is elected for a two year term, and serves until the conclusion of the second annual general meeting following their election. The term of office for the current LGA President concludes at the 2026 LGA Annual General Meeting.

At a Special Council Meeting held on 31 August 2026, Council resolved to nominate Mayor Moira Jenkins for election as President of the Local Government Association of South Australia:

SC482026

Moved: Cr Marilyn Henderson

Seconded: Cr Michael Quinton

That Council

a. nominate Mayor Moira Jenkins for the position of President of the Local Government Association of South Australia for a term being two (2) years commencing at the conclusion of the 2026 Local Government Association Annual General Meeting until the conclusion of the 2028 Local Government Association Annual General Meeting (subject to the outcome of the 2027 Local Government Elections); and

b. authorise the Chief Executive Officer to arrange completion and lodgement of the required nomination forms.

CARRIED

Following the close of nominations on 1 September 2026, the LGA advised that four eligible nominations had been received, requiring an election to be conducted in accordance with Clause 29 of the LGA Constitution. The candidates, in alphabetical order by last name, are:

- Mayor Simone Bailey (Mid Murray Council)
- Mayor Moira Jenkins (City of Victor Harbor)
- Mayor Dean Johnson (District Council of Kimba)
- Mayor Leon Stephens (Port Pirie Regional Council).

COMMENTARY

The Local Government Association of South Australia (LGA) has provided the election material for the position of LGA President for the 2026-2028 term. Correspondence from the LGA is provided at Attachment 1. Candidate information supplied by the LGA is provided as supporting documentation to assist Council's consideration.

The election is conducted by preferential ballot in accordance with the LGA Constitution. Councils are required to rank all candidates in order of preference, allocating preferences from 1 to 4. All four candidates must be assigned a preference for the ballot to be valid.

As detailed in the background of this report, at a Special Council Meeting on 31 August 2026, Council resolved to nominate Mayor Moira Jenkins for election as President of the Local Government Association of South Australia. Consistent with that resolution, the recommendation proposes Mayor Jenkins as Council's Preference 1 candidate.

To determine the remaining order of preferences, it is proposed that Council conduct a secret ballot to determine Preference 2 from the remaining candidates. Following declaration of the successful candidate for Preference 2, a further secret ballot is proposed to be conducted to determine Preference 3 from the remaining candidates. Preference 4 will be allocated to the sole remaining candidate.

The LGA has advised that physical sealed ballot papers have been removed from the election process. Instead, the Chief Executive Officer, or person acting in that position, must sign a copy or extract of the minutes containing Council's resolution, which will be deemed to be the Council's ballot.

Ballots must be received by the Returning Officer no later than 5.00pm Tuesday, 3 November 2026.

The successful candidate will take office from the conclusion of the LGA Annual General Meeting on 4 December 2026 and serve until the conclusion of the 2028 LGA Annual General Meeting, subject to the outcome of the 2027 local government election.

RISK ASSESSMENT

The following risks have been assessed in line with Council's Risk Management Framework and Policy:

Legal and Compliance - Council is entitled to participate in the election of the President of the Local Government Association of South Australia as a member council of the Association. The election must be conducted in accordance with Clause 29 of the LGA Constitution. This risk is assessed as ***low***.

REFERENCES

City of Victor Harbor Community Plan 2030

Aspiration 6 - We are a financially sustainable and well-governed organisation

Other references used:

Local Government Association of South Australia Constitution

- Clause 28 - Nominations for the Office of President
- Clause 29 - Election for office of President

BUDGET IMPLICATIONS

Excluding endorsed budgeted staff resources there are no budget implications associated with Council voting in the Local Government Association President 2026-2028 election.

Should Mayor Jenkins be successful in the election, any associated expenses will be met by the Local Government Association.

No additional funds are required.

CONSULTATION

Interim Chief Executive Officer - Graham Pathuis

Senior Governance Officer - Kyla Walker

ATTACHMENTS

Attachment 1 - Correspondence from LGA - Election for LGA President 2026-2028

Attachment 1 - Correspondence from LGA - Election for LGA President 2026-2028

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build stronger communities.

Our reference: ECM 879194 MD/MB

7 September 2026

Mr Graham Pathuis
Acting Chief Executive Officer
City of Victor Harbor
[redacted]

Dear Graham

Notice of Election for LGA President

On 9 July 2026, LGA wrote to Member Councils calling for nominations for the position of LGA President.

I wish to advise that at the close of nominations (5:00pm on Tuesday 1 September 2026), LGA received nominations for four eligible candidates.

I hereby advise that in accordance with clause 29.4 of the LGA Constitution, an election for the position of LGA President will take place.

The four candidates for election are listed below (in alphabetical order by last name):

- Mayor Simone Bailey (Mid Murray Council)
- Mayor Moira Jenkins (City of Victor Harbor)
- Mayor Dean Johnson (District Council of Kimba)
- Mayor Leon Stephens (Port Pirie Regional Council)

Enclosed is a copy of each candidate's information together with voting instructions for your council's completion.

Please note the following summary of relevant changes to the LGA Constitution and ancillary documents since the 2024 LGA Elections:

- Preferential Voting has been introduced from 2026 as the vote-count method for the election of LGA President.
- Physical sealed ballot papers have been removed from 2026 for the election process for LGA President, SAROC Committee members, and GAROC Committee members.
- Provision of council minutes (or an excerpt of the minutes) signed by the council's CEO is now deemed to be a council's ballot.

lga South Australia

148 Frome Street, Adelaide SA 5000
GPO Box 2693, Adelaide SA 5001
(08) 8224 2000 | lgasa@lga.sa.gov.au | lga.sa.gov.au

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build stronger communities.**

Ballots must be received by the returning officer no later than 5:00pm Tuesday 3 November 2026.

Voting Instructions

Pursuant to clause 29 of the LGA Constitution, the casting of the vote by your council must be conducted as follows:

- Each Member Council must determine which candidate it wishes to elect by passing a resolution that:
    - places the number 1 next to the name their preferred candidate;
    - places consecutive ascending numbers next to all remaining candidates in order of the Member Council's preference;

All four candidates must be assigned a number *in the resolution for the ballot to be valid.*

- The Member Council's chief executive officer, or in the chief executive officer's absence, the person acting in that position, must sign a copy of the minutes or an extract of the minutes of the meeting at which the resolution is passed (in a manner consistent with section 91(11) of the *Local Government Act 1999*)
- A copy of the signed minutes, which shall be deemed to be the ballot of the Member Council, must be sent to the Returning Officer. This may be returned via email to lgasa@lga.sa.gov.au or via post to GPO Box 2693 Adelaide SA 5001;

Refer to the attached Ballot Paper form. As mentioned, the ballots must be received by ***no later than 5:00pm Tuesday 3 November 2026****.*

- On receipt of the ballots, the Returning Officer will compile and securely store the ballots for counting;
- The Returning Officer shall nominate the date, time and place for the counting of votes and shall invite each candidate and a person nominated as the candidate's scrutineer to be present;

The counting of votes will take place on Monday 9 November 2026 commencing at 2:15pm.

- At the counting of the votes, the Returning Officer shall produce the compiled ballots, reject all informal or invalid ballots and count the valid first preference votes;
- The candidate with the most first preference votes, if that number constitutes an absolute majority of valid votes cast in the election, shall be deemed elected;
- If no candidate receives an absolute majority of first preference votes, the Returning Officer shall proceed to count the valid votes as follows:

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- the candidate who has received the fewest first preference votes will be excluded, and each ballot counted to that candidate is to be counted to the candidate next in the order of the voter's preference;
- if no candidate then has an absolute majority of votes, the process of excluding the candidate who has the fewest votes, and counting each of that candidate's ballot papers to the unexcluded candidate next in the order of the voter's preference, is to be repeated until one (1) candidate has received an absolute majority of votes;
- the candidate who has received an absolute majority of votes shall be deemed elected;

LGA will communicate the results of the vote count to Members Councils.

- The Returning Officer shall declare the candidate elected at the Annual General Meeting; and

LGA's Annual General Meeting is scheduled for Friday 4 December 2026.

- In the case of candidates receiving the same number of votes at any stage in the count or distribution of preferences, the Returning Officer shall draw lots and the lot drawn will be the candidate elected or not excluded (as the case may be).

The successful candidate will take office from the conclusion of the LGA's 2026 Annual General Meeting for a term ending at the conclusion of the 2028 LGA Annual General Meeting.

If you have any questions in relation to LGA Elections, please contact me or LGA Manager Corporate Governance and Administration, Melanie Dickinson via email to [redacted] or by phoning [redacted].

Yours sincerely



Victoria MacKirdy
Chief Executive Officer
Telephone: (08) 8224 2000
[redacted]

Enclosed: ECM 880234 – 2026 LGA Elections – Combined Candidate Information, LGA President
ECM 880392 – 2026 LGA Elections – Ballot Paper – LGA President
Link – LGA Constitution

Copy to: localgov@victor.sa.gov.au

9.5. Community Satisfaction Survey - Update Report

Committee: Ordinary Council Meeting

Meeting Date: 28 September 2026

Report Author: Chelsie Butler

RECOMMENDATION

That Council receive and note the update on the Community Satisfaction Survey.

PURPOSE

The purpose of this report is to provide Council with an update on actions undertaken in response to the Community Satisfaction Surveys, and to outline progress made against identified priority areas.

BACKGROUND

The City of Victor Harbor undertakes a Community Satisfaction Survey to understand community perceptions of Council performance, priorities, and service expectations. The 2025 Community Satisfaction Survey was the third survey undertaken, following previous surveys in 2022 and 2023. It provides an important benchmark for measuring changes in community sentiment over time.

Council resolved on 23 June 2025 to receive the 2025 Community Satisfaction Analysis Report and to receive six-monthly updates on actions undertaken in response to the survey findings. This report outlines progress made since that time.

The survey examines community views across four key areas:

- Importance and satisfaction with Council services
- Council communications and customer service
- Corporate performance
- Council focus areas (major project priorities and key issues of concern).

This update summarises achievements, work in progress, and planned future activity relevant to these themes.

COMMENTARY

Across the three survey years, there is a clear pattern of recurring themes. This is evident in terms of what the community values and where it believes improvement is needed. While individual service ratings shift year to year, the underlying concerns and expectations remain remarkably

consistent across residents, businesses and non-resident ratepayers. The following provides commentary on these areas.

Focus Area Updates

The Community Satisfaction Surveys consistently highlighted the following services as key focus areas, indicating the need for ongoing attention and targeted improvement:

- Roads and Footpaths
- Traffic Management and Car Parking
- Local Business Support.

The following outlines an update on these key focus areas:

Roads and Footpaths

Roads and footpaths continue to be a high priority for the community. In response, Council continues to invest significantly in maintaining, renewing and improving transport infrastructure across the district. The 2026/27 Annual Business Plan and Budget includes a $14.3 million capital works program, including approximately $6.0 million allocated towards roads, footpaths, car parks and traffic management infrastructure.

During the reporting period, Council completed construction of a new shared pathway linking Investigator College to Armstrong Road via the Encounter Bay Recreation Ground. The 380-metre bitumen pathway provides pedestrians and cyclists with a safe off-road connection between key education and recreation facilities, improving accessibility and encouraging active transport. The project also included installation of a new Emu Crossing at Bacchus Road to improve safety for children and families using the route. The project was supported through funding from the South Australian Government's Bicycle Fund.

Construction of the Whalers Road Reconstruction Project is continuing through 2026/27. The project includes full pavement reconstruction, stormwater upgrades, kerbing, footpath construction and associated infrastructure improvements between Franklin Parade and White Crescent. Significant progress was achieved during 2025/26, with works continuing in accordance with the approved multi-year delivery program.

Council is also progressing design of the Encounter Bikeway realignment between the Victor Harbor Yacht Club and the Alexandrina Council boundary. Procurement has been completed and detailed design work is currently underway.

To support ongoing asset renewal, Council has allocated $619,000 within the 2026/27 budget for its annual road reseal program and $464,000 for unsealed road re-sheeting works. During 2025/26, re-sheeting works were completed on Mount Alma Road, Day Road, Colebatch Road, Fuller East Road and Parsons Road, improving road condition and accessibility within rural areas.

Council will also continue delivery of its footpath and shared path program during 2026/27, with planned works including Nicholas Baudin Drive, Encounter Bay, Port Elliot Road, Hayborough, and Tabernacle Road, Encounter Bay.

Collectively, these projects demonstrate Council's ongoing commitment to improving accessibility, connectivity, safety and the long-term sustainability of the district's transport network.

Traffic Management and Car Parking

Traffic management and road safety remain important concerns for the community.

Since the previous update, Council has completed a number of initiatives identified in response to community feedback, including implementation of the Almond Avenue one-way traffic arrangement, construction of the pedestrian crossing on The Esplanade, and upgrades to pedestrian crossings on Bay Road and The Parkway.

Council has also commenced work on an Integrated Transport Strategy, with $120,000 allocated within the 2026/27 budget. This evidence-based project will examine existing transport conditions, future growth impacts and network capacity across all modes of transport. The Strategy will help Council identify priorities, inform future planning and strengthen advocacy for external funding opportunities.

Road safety advocacy has also continued on matters of significant community concern. Following Council's resolution of 22 June 2026 supporting a speed limit reduction on Victor Harbor Road between the Bambrick Road and Mount Rosa Road intersections, the South Australian Government announced in August 2026 that the speed limit in the area would be reduced from 100km/h to 80km/h. This outcome addresses a longstanding community concern and supports improved road safety outcomes.

Local Business Support

Council continues to work collaboratively with Business Victor Harbor, Regional Development Australia and other regional partners to support economic development and business resilience across the district.

Through these partnerships, Council contributes to business advocacy, information sharing, networking opportunities and initiatives that support local businesses and economic activity.

Council also continues to provide direct communication to traders and businesses through dedicated communication channels and engagement initiatives, ensuring businesses remain informed of opportunities, projects and matters affecting the local economy.

These collaborative efforts support Council's ongoing commitment to creating a vibrant and resilient local economy.

Other Key Themes Identified Through the Community Satisfaction Surveys

In addition to the focus areas outlined above, the Community Satisfaction Surveys continue to identify several broader themes relating to communication, transparency, environmental sustainability and managing future growth. The following provides an update on Council's activities in response to these areas.

Communications and Customer Service

Community awareness of Council activities remains strong, with residents continuing to access information through a range of traditional and digital communication channels.

Victor Viewpoint continues to perform well above industry benchmarks for open and click-through rates, demonstrating strong engagement with Council communications. Similar positive results continue to be achieved through Council's library e-newsletter.

Council's social media presence has continued to grow, with more than 12,500 followers now engaging across Council's Facebook, Instagram and LinkedIn channels. Collectively, Council's digital content generated approximately 1.2 million views over the past six months, representing a 38.3% increase on the previous reporting period. Content relating to the environment and wildlife continues to achieve some of the strongest levels of community engagement.

Council has also continued to invest in digital engagement tools to improve accessibility and participation. On 1 July 2026, Council launched Social Pinpoint, a dedicated online engagement platform that provides more interactive consultation opportunities, enhanced reporting capabilities and an improved user experience. The platform complements Council's existing engagement methods and supports Council's commitment to meaningful community involvement in decision making.

Implementation of the Local Government Community Engagement Charter also progressed during the reporting period. Following community consultation, Council adopted its Community Engagement Policy in August 2026, providing a contemporary framework to guide future engagement activities and community participation in decision making.

Council continues to improve customer service processes through ongoing optimisation of its corporate systems and customer portal functionality, with a focus on improving the customer experience and making it easier for the community to interact with Council online.

Council has also introduced a customer feedback mechanism that enables residents, ratepayers and customers to provide direct feedback about their interactions with Council. Following a soft launch, Council has already received valuable feedback which is being used to identify opportunities for improvement and enhance customer service experiences across the organisation. This initiative supports Council's commitment to continuous improvement and responsive service delivery.

Council also took steps to secure the long-term future of the Encounter Community Centre, a valued community facility that provides programs, services, volunteering opportunities and social connection for residents. Following ongoing work with the Centre throughout 2025/26, Council assumed operational management of the facility on a three-year trial basis from 1 July 2026 to ensure continuity of services and support the development of a sustainable operating model for the future.

Corporate Performance and Financial Transparency

Community confidence in Council's financial management, decision making and transparency has remained a recurring theme across all three surveys.

To support improved understanding of Council's financial framework, a comprehensive review of Council's rating structure has now been completed. The next stage of the project involves Council considering potential rating options and determining an appropriate community consultation approach, with a report expected to be presented to Council in October 2026.

Council has also continued to progress a range of initiatives aimed at supporting evidence-based decision making, transparency and organisational effectiveness. These include completion of service level reviews, ongoing corporate systems optimisation, review of strategic risk management processes and implementation of customer feedback mechanisms.

Council remains committed to providing clear and accessible information regarding its financial position, strategic priorities and decision-making processes.

Environmental Sustainability and Coastal Resilience

Environmental sustainability, coastal protection and climate resilience continue to be important considerations for the community.

During the reporting period, Council adopted its Climate Change Policy, establishing a framework for climate change mitigation, adaptation, risk management and integration of climate considerations into future decision making.

Council also endorsed the Hindmarsh to Inman River Coastal Adaptation Master Plan, providing an evidence-based framework to guide future management of coastal hazards, sea level rise and climate-related risks.

The 2026/27 budget includes a $124,000 allocation for the Inman River, Coastal Levee Flood Mitigation Design.

Further environmental initiatives have included continued delivery of sustainability programs, environmental education initiatives and progression of the Community Garden and Nursery project.

Council also adopted its Dog and Cat Management Plan 2025-2030, establishing priorities for responsible pet ownership, public safety and animal management over the next five years.

These initiatives demonstrate Council's ongoing commitment to protecting the natural environment and enhancing community resilience.

Planning for Growth

Growth management continues to be one of the most consistent themes identified through the Community Satisfaction Surveys.

Victor Harbor is entering a period of significant growth and change, and Council remains focused on ensuring that growth is carefully planned, responsibly managed and supported by appropriate infrastructure and services.

Following adoption of the Urban Growth Management Strategy 2050, Council has commenced implementation activities and continues to progress several strategic planning initiatives including the South Coast Future Ready Strategy and Integrated Transport Strategy.

Development of the South Coast Future Ready Strategy remains underway, with further refinement occurring to ensure the Strategy provides a clear, meaningful and long-term vision for future generations and aligns with Council's broader strategic planning framework.

Council continues to progress major projects that will support future growth and liveability, including the Regional Community, Sport and Recreation Precinct, ongoing infrastructure upgrades and strategic planning initiatives that will help shape Victor Harbor over coming decades.

Through these initiatives, Council is taking a proactive approach to ensuring future growth is thoughtfully managed while protecting the lifestyle, character and natural environment valued by the community.

Next Steps

Over the next six months, Council will continue to implement initiatives that address key findings from the Community Satisfaction Surveys.

Priority activities will include:

- Continued delivery of road, footpath and transport infrastructure projects.
- Progression of the Integrated Transport Strategy.
- Ongoing implementation of the Urban Growth Management Strategy 2050.
- Continued development of the South Coast Future Ready Strategy.
- Progression of the Rating Review and associated community consultation processes.
- Further optimisation of customer service systems and digital engagement tools.
- Ongoing delivery of environmental sustainability and climate resilience initiatives.
- Continued collaboration with Business Victor Harbor and other regional partners to support local businesses.

Council will continue to draw upon Community Satisfaction Survey findings alongside other engagement activities, strategic planning initiatives and customer feedback mechanisms to inform future decision making and service delivery.

A budget bid to undertake a further Community Satisfaction Survey in early 2027 was prepared for consideration as part of the 2026/27 budget process. However, in balancing competing priorities and minimising impacts on ratepayers, funding was not included in the adopted budget. Council will continue to utilise existing customer feedback mechanisms, community engagement activities and consultation processes to monitor community sentiment, and will seek opportunities to further strengthen these approaches within available resources.

RISK ASSESSMENT

The following risks have been assessed in line with Council's Risk Management Framework and Policy:

Reputation - Providing updates relating to the Community Satisfaction Survey demonstrates transparency and Council's ongoing commitment to addressing community feedback. This risk is assessed as ***low*****.**

Service Delivery - Failure to respond to key survey findings may lead to reduced community satisfaction. This risk is assessed as ***low*****.**

Financial - Actions arising from the Community Satisfaction Survey are currently being addressed through existing budget allocations with additional projects to be presented through the annual budgeting process for consideration in the context of the Council's entire operations. This enables for a strategic and risk-based approach to investment. This risk is assessed ***low.***

REFERENCES

City of Victor Harbor Community Plan 2030

Aspiration 6 - We are a financially sustainable and well-governed organisation

- Objective 6.2 - Ensure our community is well informed and has opportunities to inform decision making
- Objective 6.5 - Deliver high-quality customer service to make it easier for our customers to interact and do business with Council

Other references used:

- 2025 Community Satisfaction Survey Analysis Report
- 2023 Community Satisfaction Survey Analysis Report
- 2022 Community Satisfaction Survey Analysis Report

BUDGET IMPLICATIONS

Excluding endorsed budgeted staff resources there are no budget implications in receiving and noting the update on the Community Satisfaction Survey.

No additional funds are required.

CONSULTATION

Interim Chief Executive Officer - Graham Pathuis

Director Corporate and Customer Service - Karen Rokicinski

Acting Director Community and Development - Jodi Roberts

ATTACHMENTS

Nil

9.6. Regional First Home Buyer Stamp Duty Petition - Endorsement and Authority to Affix Common Seal

Committee: Ordinary Council Meeting

Meeting Date: 28 September 2026

Report Author: Katie Common

RECOMMENDATION

That Council:

1. Endorses the completed petition to the South Australian House of Assembly seeking a waiver of Stamp Duty for first home buyers in regional areas on the first $750,000 of the purchase price.

2. Notes that the petition campaign was conducted between December 2025 and August 2026 and resulted in the collection of 1,506 signatures.

3. Authorises the Mayor and Interim Chief Executive Officer to affix the Common Seal of the City of Victor Harbor to the petition and submit it to the South Australian House of Assembly.

PURPOSE

To seek Council endorsement of the completed petition to the South Australian House of Assembly requesting a waiver of Stamp Duty for first home buyers in regional areas on the first $750,000 of a property purchase, and to authorise the Mayor and Interim Chief Executive Officer to affix the Common Seal of the City of Victor Harbor to the petition prior to its presentation to Parliament.

BACKGROUND

At the Ordinary Council Meeting of 24 November 2025, Council resolved:

OC3312025

Moved: Cr Brayden Mann

Seconded: Cr Michael Quinton

That Council

a. *Endorses the petition to the South Australian State Government's House of Assembly that seeks a waiver of Stamp Duty for first home buyers in regional areas up to the first $750,000 of the purchase price.*

b. *Authorises Administration to implement the signature collection strategy outlined within the report.*

c. *Notes the signature collection period will run from December 2025 to the end of April 2026, with the aim of presenting the petition to the new Parliament in May 2026.*

d. *Requests Administration monitor progress and provide updates to Council via the weekly update as required.*

e. *Approves a $10,000 increase to the operating budget within Project #100084 (Engagement) to allow for the execution and promotion of the petition.*

f. *Acknowledges that a future report would be presented to Council seeking endorsement of the petition, along with the collected signatures, and authorisation for the Mayor and Chief Executive Officer to affix the Common Seal of the City of Victor Harbor.*

CARRIED

Following Council's resolution, Administration implemented an extensive communication and engagement campaign to raise awareness and encourage participation across the Fleurieu Peninsula and broader regional communities.

COMMENTARY

At its Ordinary Council Meeting held on 24 November 2025, Council resolved (OC3312025) to endorse a petition to the South Australian State Government seeking a waiver of Stamp Duty for first home buyers in regional areas on the first $750,000 of the purchase price and authorised Administration to undertake a signature collection campaign.

A comprehensive communications and engagement campaign was subsequently implemented to maximise community awareness and participation. This included:

- Advertisements in local and regional newspapers;
- Social media promotion through Council channels;
- Inclusion of petition information in rate notice inserts;
- Newspaper lift-outs distributed across three regional newspapers;
- Display material at a range of Council facilities and community locations; and
- Ongoing stakeholder and community engagement throughout the campaign period.

The Council resolution was for the petition to aim to be presented to the new parliament in May 2026, however due to the number of signatures being below the 10,000 goal, the petition remained available for public signature until August 2026. At the close of the campaign, a total of 1,506 signatures had been collected in support of the petition. A copy of the petition has been provided as supporting documentation separate to the agenda.

Although the number of signatures does not meet the 10,000 signature threshold that would generally result in referral to a Parliamentary Committee for investigation and reporting, the petition remains a valid representation of community support and may still be formally presented to the South Australian House of Assembly.

The petition provides an opportunity for Council to continue advocating on housing affordability challenges facing regional communities and to highlight the barriers experienced by first home buyers seeking to enter the property market.

In accordance with Council's previous resolution, endorsement of the completed petition and authority to affix the Common Seal are now sought to enable formal submission.

RISK ASSESSMENT

The following risks have been assessed in line with Council's Risk Management Framework and Policy:

Reputation - While the petition did not achieve the threshold for automatic Parliamentary Committee consideration, formal presentation will ensure the advocacy position adopted by Council is conveyed to the State Government. This risk is assessed as ***low.***

REFERENCES

City of Victor Harbor Community Plan 2030

Aspiration 3 - We manage growth and change responsibly

Other references used:

- Parliament of South Australia - Petitions Information Sheet

BUDGET IMPLICATIONS

Excluding endorsed budgeted staff resources there are no budget implications in endorsing the petition and authorising the affixing of the common seal for the Regional First Home Buyer Stamp Duty Petition.

No additional funds are required.

CONSULTATION

Senior Management Team

ATTACHMENTS

Nil

9.7. Certification of Financial Statements

Committee: Ordinary Council Meeting

Meeting Date: 28 September 2026

Report Author: Stephanie Juhas

RECOMMENDATION

That Council authorise the Mayor and Chief Executive Officer to certify the 2025/26 Financial Statements in their final form.

PURPOSE

The purpose of this report is to seek Council authorisation for the Mayor and Chief Executive Officer to certify the 2025/26 Annual Financial Statements in their final form and sign the Certification Statement.

BACKGROUND

At its meeting held on 25 September 2023, Council authorised the Mayor and Chief Executive Officer to certify the Annual Financial Statements in their final form for the 2022/23, 2023/24 and 2024/25 financial years. This authorisation reflected the anticipated financial years falling within the current Council term:

OC3262023

Moved: Cr Marilyn Henderson

Seconded: Cr Carol Schofield

That Council authorise the Mayor and Chief Executive Officer to certify the Annual Financial Statements in their final form for the financial years 2022/23, 2023/24 and 2024/25 as per the current term of Council.

CARRIED

Following that resolution, the current Council term was extended to April 2027. As a result, the 2025/26 Annual Financial Statements also fall within the current Council term but are not covered by the previous resolution.

A further Council resolution is therefore required to authorise the Mayor and Chief Executive Officer to certify the 2025/26 Annual Financial Statements in their final form.

Regulation 14 of the Local Government (Financial Management) Regulations 2011 requires a certification statement (in the prescribed form) be included in the Annual Financial Statements and be signed by the Chief Executive Officer and principal member of Council.

An example of the Certification statement is provided below:

Certification of Financial Statements

We have been authorised by the Council to certify the financial statements in their final form.

In our opinion:

- *The accompanying financial statements comply with the Local Government Act 1999, Local Government (Financial Management) Regulations 2011 and Australian Accounting Standards.*
- *The financial statements present a true and fair view of the Council's financial position as at 30 June 2026 and the results of its operations and cash flows for the financial year.*
- *Internal controls implemented by the Council provide a reasonable assurance that the Council's financial records are complete, accurate and reliable and were effective throughout the financial year.*
- *The financial statements accurately reflect the Council's accounting and other records.*

COMMENTARY

The 2023 resolution was intended to cover the financial years expected to fall within the current Council term. Due to the subsequent extension of the Council term to April 2027, an additional authorisation is now required for the 2025/26 Annual Financial Statements.

This report does not seek Council's approval or adoption of the 2025/26 Annual Financial Statements. It seeks only the authorisation required for the Mayor and Chief Executive Officer to certify the statements once they have been finalised and considered by the Audit and Risk Committee.

The Annual Financial Statements for the year ended 30 June 2026 are being prepared in accordance with the Local Government Act 1999, the Local Government (Financial Management) Regulations 2011 and Australian Accounting Standards.

The Audit and Risk Committee will consider the Annual Financial Statements at its meeting on 2 November 2026. Following the Committee's consideration and completion of the audit process, the statements will be certified by the Mayor and Chief Executive Officer in their final form. The certified Annual Financial Statements will then be presented to the following Ordinary Council Meeting.

RISK ASSESSMENT

The following risks have been assessed in line with Council's Risk Management Framework and Policy:

Legal and Compliance - Certification in the prescribed form is required under the Local Government (Financial Management) Regulations 2011. Providing authorisation for the Mayor and Chief Executive Officer to certify the statements ensures Council meets it requirements. This risk is assessed as ***low***.

REFERENCES

City of Victor Harbor Community Plan 2030

Aspiration 6 - We are a financially sustainable and well-governed organisation.

Other references used:

- Local Government Act 1999
    - Section 127 - Financial Statements
- Local Government (Financial Management) Regulations 2011
    - Regulation 14 - Certification of financial statements

BUDGET IMPLICATIONS

Excluding endorsed budgeted staff resources there are no budget implications in authorising the certification of the 2025/26 Financial Statements.

No additional funds are required.

CONSULTATION

Manager Financial Services - Sharon Francis

Group Manager Governance and Finance - Kellie Knight-Stacey

ATTACHMENTS

Nil

10. COMMUNITY AND DEVELOPMENT

10.1. Proposed Lease of Community Land to the Victor Harbor Goolwa Sea Rescue Squadron - 43-47 George Main Road

Committee: Ordinary Council Meeting

Meeting Date: 28 September 2026

Report Author: Louise Hampel

RECOMMENDATION

That Council:

a. Endorse the proposed lease arrangements and indicative lease area for the Victor Harbor Goolwa Sea Rescue Squadron at 43-47 George Main Road for the purpose of community consultation only; and

b. Approve the Community Engagement Plan provided at Attachment 1 and the Community Information Sheet provided at Attachment 2; and

c. Authorise Administration to undertake community consultation in accordance with section 202 of the Local Government Act 1999, the Community Engagement Charter and Council's Community Engagement Policy.

PURPOSE

The purpose of this report is to present the outcomes of the investigations undertaken in response to Council resolution OC1112026 and seek Council approval to undertake statutory community consultation on a proposed lease of Council owned community land at 43-47 George Main Road (Ewen Reserve) to the Victor Harbor Goolwa Sea Rescue Squadron for a vessel storage and emergency-response facility.

BACKGROUND

At the Ordinary Council Meeting held on Monday, 23 February 2026, the Victor Harbor Goolwa Sea Rescue Squadron presented a deputation regarding channel depth at low tide, temporary vessel mooring capacity at the Bluff boat ramp and the response time associated with deploying its main offshore vessel.

The Squadron currently leases community land at Bridge Terrace for its headquarters and storage of a rapid-response rigid-hulled inflatable boat. The five-year lease is due to expire on 1 July 2027. The Squadron's main offshore vessel, VH65, is an 8.6-metre aluminium vessel and is not currently stored at the Bridge Terrace site.

As part of its deputation, the Squadron identified three potential locations for a vessel storage facility:

- Jagger Road within Bluff Reserve;
- the corner of Jagger Road and Rosemary Court; and
- 43-47 George Main Road.

Following the deputation, Council considered a Motion on Notice at its meeting held on 23 March 2026 and resolved the following:

OC1112026

Moved: Cr Michael Quinton

Seconded: Cr Brayden Mann

1. *That Council request the Chief Executive Officer to undertake an investigation into the feasibility of the options presented by the Sea Rescue Squadron at their deputation, including assessment of the site located at the corner of Jagger Road and Rosemary Court, Encounter Bay, for the proposed purpose, as well as any other suitable locations identified by the CEO.*

2. *That grant funding be explored through the South Australia Boating Facilities Fund to assist the potential for dredging, and that if time allows, as part of the 2026/27 budget deliberations a budget bid be prepared for dredging of the boat ramp, including the proposed timeframes for the planning and approval process.*

CARRIED

Investigations Undertaken

A spatial feasibility assessment was prepared to determine whether a storage and deployment facility could be appropriately accommodated within and around The Bluff precinct. The assessment was informed by *The Bluff Master Plan 2023-2043*, a site inspection undertaken on 7 April 2026 and a review meeting with Sea Rescue representatives on 10 June 2026.

The assessment tested 12 potential locations against operational, planning, environmental, landscape and community considerations. While several locations could physically accommodate elements of the proposed facility, none achieved an acceptable balance across the assessment criteria. The options scored between 17 and 24 out of 50, placing all options within the poor, very poor or not viable assessment bands, as detailed in the *Sea Rescue Shed Spatial Feasibility Assessment* at Attachment 3.

At a Council Member Briefing Session held on 15 July 2026, Council Members were presented with the findings of the assessment and the considerations associated with the locations investigated. The briefing identified 43-47 George Main Road as the next location for more detailed investigation, with the Bluff and Rosemary Court options not proposed to be investigated further at that stage.

COMMENTARY

Proposed Facility at 43-47 George Main Road

43-47 George Main Road comprises Council-owned community land forming part of Ewen Reserve, located between George Main Road and Armstrong Road. The site was one of the three locations identified by the Victor Harbor Goolwa Sea Rescue Squadron during its deputation.

The Squadron's main offshore vessel, VH65, is currently stored in Goolwa. The proposed facility is intended to provide secure storage for the vessel, trailer, towing vehicle and associated rescue equipment closer to Victor Harbor and support deployment for emergency responses and training exercises.

The operational brief includes:

- secure storage for the vessel, trailer, towing vehicle and associated rescue equipment;
- drive-through vehicle access;
- basic toilet and wash-down facilities;
- limited volunteer parking; and
- space for return and pack-down activities.

The facility would not replace the Squadron's existing headquarters at Bridge Terrace or provide training, meeting or administration facilities.

The Squadron is seeking access to the land through a peppercorn lease and is not seeking a financial contribution from Council towards the facility. Under the proposed arrangement, the Squadron would be responsible for the design, statutory approvals, construction, operation and maintenance of the facility.

Hatch Design has tested the proposed facility and associated vehicle movements on the site. The current concept demonstrates that the facility and drive-through operating arrangement can be accommodated at the level of detail required to support community consultation.

The proposed operating arrangement provides for general access from George Main Road and exit to Armstrong Road when VH65 is deployed to the Bluff boat ramp. This arrangement allows the towing vehicle and trailer to move through the site without reversing onto a public road. The concept also provides for two on-site emergency parking spaces, wash-down drainage and the retention, pruning or removal of identified vegetation.

Proposed Next Step - Community Consultation

Concept testing has demonstrated that the proposed facility and drive-through operating arrangement can be accommodated on the site. The proposal is therefore sufficiently developed for the community to understand the proposed use, indicative lease area and potential local impacts.

It is not proposed to undertake detailed design or complete the statutory approval processes before seeking community feedback. Doing so would require Council or the Squadron to commit further resources before Council has considered community views on whether the land should be made available for this purpose.

Community consultation is therefore recommended as the next step. It will allow Council to understand community attitudes towards the proposed use and lease of the land, including the proposed term of up to 42 years, before determining whether it is prepared to progress the lease in principle.

In accordance with Section 202 of the Local Government Act the minimum engagement requirements for lease of Community Land are as follows:

- Publish information on Council website and in a local news publication
- Provide clear, plain language explanation of the proposal and its impacts
- Invite submissions and provide a minimum 21-day consultation period
- Invite people who have made a written submission to attend a council meeting to speak to their submission before the decision is made
- Seek and consider community feedback
- Provide a summary of feedback to Council.

The Concept Plan is provided at Appendix 1 to the Community Information Sheet at Attachment 2. The indicative area proposed to be leased is shown in the Proposed Lease Plan at Appendix 2 to Attachment 2.

The consultation will not approve the final design, lease, development application, vegetation removal, access works or construction. Feedback may inform whether the proposal progresses and any further investigations, design changes or lease conditions that should be considered.

If Council determines following consultation that it is prepared to progress the lease in principle, the Squadron would be responsible for undertaking the further investigations, design refinement and statutory approval processes required to advance the proposal, at its cost and risk. These matters are outlined below.

Matters Requiring Further Resolution

The following matters would require further investigation and resolution by the Squadron, at its cost and risk, if Council determines following consultation that it is prepared to progress the lease in principle.

Planning Assessment

Preliminary planning advice is that the proposed facility is not consistent with the Home Industry Zone because it would not be ancillary to a dwelling. The development is expected to be assessed on its merits against the relevant policies of the Planning and Design Code.

Public notification, referral to the Department for Infrastructure and Transport and a supporting traffic assessment are also expected to form part of the development application process. The applicable assessment pathway would be confirmed when the proposed use and application documentation are fully defined.

The development assessment process would also address matters arising from the final design, including building requirements, bushfire risk and native vegetation. Any required referral to the Native Vegetation Council or other separate approval would be progressed through or alongside that process.

The Squadron, as the prospective lessee and project proponent, would be responsible for preparing and lodging the development application, obtaining all necessary planning, building, native vegetation and other statutory approvals and meeting the associated costs.

Progressing the lease in principle would not guarantee that the required approvals could be obtained or that the proposal could proceed in its current form. Council's role as landowner would remain separate from the statutory assessment of any future development application.

Community Land Management Plan

The land forms part of a community land reserve defined as a Natural Local Buffer Reserve and is assigned to Plan 5: Buffer and Controlled Access Reserves under Council's Community Land Management Plans.

Plan 5 describes buffer reserves as providing separation between roads, paths and adjoining properties to deflect noise or wind and improve local amenity. The Plan also allows Council to consider leases for infrastructure or services that benefit the community.

The proposed facility would support a community emergency-response service. Administration's preliminary assessment is that the proposed use and lease are consistent with Plan 5, provided the final design and lease conditions retain an effective buffer between the proposed facility and surrounding roads and properties.

The final design and lease conditions would therefore be required to address vegetation retention, replacement planting, landscape screening, noise and lighting, the siting of the facility and controls on future expansion or changes in use.

The proposed lease would not remove or revoke the community land classification. Council would retain ownership of the land. The Community Land status limits the lease to a maximum 42 years.

Vegetation and Reserve Character

The site contains established vegetation that contributes to its open character, visual amenity and screening between George Main Road, Armstrong Road and surrounding properties.

Council's Open Space team has reviewed the concept and identified the two Norfolk Island Pines as prominent landscape features that should be retained where practicable. The current concept has been developed to retain these trees.

Based on the Concept Plan, the proposal is expected to result in:

- Removal of a Corymbia ficifolia estimated age 30 to 50 years;
- Removal of an acacia melanoxylon tree (endangered and endemic) estimated age 15 to 20 years;
- Removal of Eucalyptus platypus;
- Removal of a cupaniopsis anacardiodes estimated age 10 to 12 years;
- localised pruning to provide clearance between existing vegetation (Norfolk Island pines estimated age 30-50 years) and the proposed building; and
- localised pruning of a lower branch to accommodate vehicle access.

If the lease progresses in principle, the Squadron would be responsible for commissioning the detailed vegetation assessment and obtaining all required planning, native vegetation and other statutory approvals at its cost and risk. This work would confirm the final vegetation impacts (including any necessary tree protection zones), whether referral to the Native Vegetation Council is triggered and any applicable clearance, offset or replacement requirements.

No vegetation removal or substantive pruning would be permitted without Council's prior written approval as landowner and all necessary statutory approvals. The final concept and lease would establish requirements for retained-tree protection, replacement planting, landscaping and ongoing maintenance.

Traffic, Access and Parking

Preliminary advice from the Department for Infrastructure and Transport (DIT) has not identified any matter that prevents the proposal from progressing to community consultation.

Further traffic assessment and design refinement would be required to address:

- vehicle swept paths;
- sight distance at the Armstrong Road exit;
- the location and design of the George Main Road crossover;
- volunteer parking demand;
- impacts on existing on-street parking; and
- signage and other traffic-management measures.

If the lease progresses in principle, the Squadron would be responsible for undertaking this work and obtaining all required DIT, Council, planning and other approvals at its cost and risk.

The final access, parking and traffic-management arrangements would be reflected in the approved concept and lease conditions. No crossover, parking or road-reserve works could occur without Council's prior written approval and all applicable statutory approvals.

Services and Site Infrastructure

Preliminary services information indicates that water, wastewater and electricity infrastructure is available near the site. The current concept also provides for drainage of the wash-down area and an indicative rainwater tank.

If the lease progresses in principle, the Squadron would be responsible for confirming the location, capacity and connection requirements of services and meeting the cost and risk of their design, approval, installation and operation. Any works affecting Council land or infrastructure would require Council's prior approval.

Land Tenure and Lease Area

The proposed lease area would comprise the facility and associated operational area shown indicatively in Appendix 2 to the Community Information Sheet. Fencing of the broader site is not proposed.

If the lease progresses in principle, a survey would be required to confirm the final lease boundary and associated access rights.

The tenure of the lease is proposed to be an initial term of 21 years with one right of renewal up to a maximum of 42 years.

RISK ASSESSMENT

The following risks have been assessed in line with Council's Risk Management Framework and Policy:

Legal and Compliance - There is a risk that the community consultation may not meet the requirements applying to a proposed lease over community land or may not provide sufficient information for informed feedback. This risk is mitigated through the Communications and Engagement Plan, Community Information Sheet, Concept Plan and Proposed Lease Plan. The consultation will be undertaken in accordance with section 202 of the *Local Government Act 1999*, the Community Engagement Charter and Council's Community Engagement Policy. This risk is assessed as ***low***.

Financial Management - There is a risk that Council or the Squadron could incur unnecessary design and investigation costs if the proposal is progressed without first understanding community views. Undertaking consultation at the current stage reduces this risk. Concept testing has demonstrated that the facility and operating arrangement can be accommodated on the site, while consultation will inform whether Council is prepared to progress the lease in principle before further resources are committed. If Council supports further progression following consultation, the Squadron would undertake the detailed investigations, design and statutory approval processes at its cost and risk. The Squadron is not seeking a financial contribution from Council towards the facility. Any final tenure arrangement would need to ensure that Council is not responsible for costs incurred by the Squadron in pursuing the proposal and clearly allocate responsibility for construction, operation, maintenance, renewal, asset ownership and end-of-term requirements. This risk is assessed as ***low***.

Employee and Public Safety - The concept includes vehicle and trailer movements between George Main Road and Armstrong Road. There is a risk that unsuitable access, parking or traffic-management arrangements could affect Squadron volunteers, nearby properties or other road users. Preliminary advice has not identified any matter preventing the proposal from progressing to consultation. If the lease progresses in principle, the Squadron would be responsible for detailed traffic assessment and design work addressing vehicle swept paths, sight distance, crossover design, parking demand, signage and other traffic-management measures. No access or road-reserve works could occur without Council approval and all required statutory approvals. This risk is assessed as ***low***.

Reputation - There is a risk that the proposal may not receive development approval or that later design changes may affect its consistency with the applicable Community Land Management Plan. Administration's preliminary assessment is that the proposed use and lease are consistent with Plan 5: Buffer and Controlled Access Reserves. The final design and lease conditions would be required to retain an effective buffer through vegetation, landscaping and controls on access and future expansion. Any future planning application would be assessed separately from Council's role as landowner. Progressing the lease in principle would not guarantee development approval or that the proposal could proceed in its current form. This risk is assessed as ***medium***.

Reputation - There is a risk that the community may perceive that the site or lease has already been approved or that consultation will not influence the outcome. This risk is mitigated by clearly communicating that Council is approving community consultation only, the concept and proposed lease arrangements remain indicative, and feedback may inform further investigations, changes to the proposal or future lease conditions. Written submitters will be invited to speak to their submissions, and the consultation findings will be reported to Council before it determines whether to progress the lease in principle. Consulting at this stage ensures community views are considered before Council or the Squadron commits further resources to the proposal. This risk is assessed as ***medium***.

REFERENCES

City of Victor Harbor Community Plan 2030

Aspiration 5 - We have services and infrastructure that meet our community's needs

- Objective 5.3 Council assets and infrastructure are managed in a sustainable way to meet current and future needs

Other references used:

- Local Government Act 1999
    - Section 202
- City of Victor Harbor Community Engagement Policy
- City of Victor Harbor Community Land Register
- City of Victor Harbor Community Land Management Plans

BUDGET IMPLICATIONS

There are sufficient funds in Project #100051 (*Property*) for the purposes of community consultation at an estimated cost of $500.

No additional funds are required.

CONSULTATION

Council Members at a Briefing Session held 15 July 2026

Acting Director Community and Development - Jodi Roberts

Manager Open Space and Environment - Mark Short

Team Leader Development Assessment - Ben Coventry

Team Leader Property and Assets - Chris Bowey

Communications Officer - Cathy Williams

ATTACHMENTS

Attachment 1 - Communications and Engagement Plan - Proposed Lease of Community Land at 43-47 George Main Road

Attachment 2 - Community Information Sheet

Attachment 3 - Sea Rescue Shed Spatial Feasibility Assessment

Attachment 1 - Communications and Engagement Plan - Proposed Lease of Community Land at 43-47 George Main Road

Communications and Engagement Plan

Proposed Lease of part of Ewen Reserve at 43–47 George Main Road (Community Land)

Introduction

The City of Victor Harbor is seeking community feedback on a proposed lease of part of **Ewen Reserve**, comprising Council-owned community land at 43–47 George Main Road, to the Victor Harbor Goolwa Sea Rescue Squadron for a term of up to forty two (42) years.

The Victor Harbor Goolwa Sea Rescue Squadron is a volunteer marine rescue organisation that provides search and rescue capability across Lake Alexandrina, the Goolwa Channel, the Coorong and the Southern Ocean from Cape Jervis to Salt Creek.

The Squadron operates vessels from Victor Harbor and Goolwa. Its main offshore rescue vessel, VH65, is currently stored at Kessel Road in Goolwa because suitable storage is not available near the Bluff boat ramp. The Squadron is seeking a facility closer to the Bluff boat ramp to support more direct deployment of the vessel for emergency responses.

The proposed facility would provide secure storage for the vessel, trailer, towing vehicle and associated rescue equipment, together with drive-through access, basic amenities and limited volunteer parking. It would support deployment for emergency responses and training exercises but would not replace the Squadron's existing headquarters at Bridge Terrace.

Preliminary concept testing has demonstrated that the site can accommodate the proposed facility and operating arrangement at the level of detail required to support community consultation. Further design refinement and statutory approvals would be required if the proposal progresses.

Purpose of community engagement

The aim of this communication and engagement plan is to:

- **Encourage community participation and feedback** on the proposed lease of part of Ewen Reserve at 43–47 George Main Road to the Victor Harbor Goolwa Sea Rescue Squadron for a term of up to forty-two (42) years.
- **Identify and gauge community attitudes** relating to the proposed use of the land and the proposed lease.
- **Inform Council's consideration of whether to grant the proposed lease**, including any further investigations, changes to the proposal or lease conditions that should be considered if it progresses.
- **Reinforce** Council's commitment to transparency and inclusion.

Engagement Principles

The City of Victor Harbor has a set of five principles which guide our approach to engagement.



1. Community Participation – We are committed to including, informing and involving our community in local decision making from project planning through to delivery.

2. Open and Accountable – We will provide clear and easy to understand information that will inform our community and encourage meaningful engagement.

3. Accessibility – Our community will be able to access information in a variety of ways.

4. Careful Planning and Evaluation – We will carefully plan community engagement activities and evaluate all feedback to meet the needs of our community.

5. Closing the Loop – We will inform our community of our decisions and outline how feedback was considered.

Level of Engagement

In addition to the five principles, the council has adopted the following levels of participation (adopted from the International Association for Public Participation's engagement spectrum):

- **Informing** – one-way communication providing balanced and objective information to assist understanding about something that is going to happen or has happened.
- **Consulting** – two-way communication designed to obtain public feedback on a proposal, initiative or issue to inform Council decision making.
- **Active Participation** – Ongoing communication, where community members and Council are working together to ensure concerns and aspirations are understood. While the decision ultimately rests with Council, the community is involved in identifying alternatives and preferred solutions. This may also include involving the community in the development of proposals and options.

	Inform
✓	**Consult**
	Active Participation

Community Engagement Scope

In scope

The community may provide feedback on:

- the proposed use and lease of part of the community land at 43–47 George Main Road to the Victor Harbor Goolwa Sea Rescue Squadron for a term of up to 42 years;
- potential impacts on access, parking, vegetation, reserve character and adjoining or nearby properties; and
- any further investigations, changes to the proposal or lease conditions that Council should consider.

The consultation relates to the proposed lease and use of the community land. It does not constitute approval of the final design, development application, vegetation removal or construction works.

Key Messages

- Council is considering whether to lease part of the community land at 43–47 George Main Road to the Victor Harbor Goolwa Sea Rescue Squadron.
- The land forms part of Ewen Reserve and is defined as a Natural Local Buffer Reserve under Council's Community Land Management Plans.
- The lease would be based on the principles, as listed below:
  - An overall lease term of forty-two (42) years;
  - The annual rent being a peppercorn rental, consistent with that currently being paid by other local community groups;
  - The permitted use being for storage and deployment of the Squadron's main offshore rescue vessel;
  - The lessee responsible for the maintenance of the leased area;
  - The lease provides the lessee with exclusive use of the premises.

The George Main Road land is Council owned and falls under the classification of community land. This status triggers the Legislative requirement of Section 202 of the Local Government Act 1999, for Leases over five (5) years:

- A Council may grant a lease or licence over community land (including community land that is, or forms part of, a park or reserve);

- Before the Council grants a lease or licence relating to community land, it must follow the relevant steps as set out in its Public Consultation Policy.

Consultation methodology

A lease or licence over community land under section 202 of the Local Government Act 1999 is classified as a Significant engagement matter under Council's Community Engagement Policy.

The community consultation period for the Proposed Lease of Community Land at 43–47 George Main Road will run from 9:00 am on Monday 12 October 2026 until 5pm on Monday 2 November 2026.

The following information will be available to support informed participation:

- Community Information Sheet; and
- George Main Road Sea Rescue Facility Concept Plan;

Staff will collect feedback through:

- Online survey – available on Your Say Council website
- Hard copy survey – available from the Civic Centre

The consultation will be promoted through:



- Council website (homepage)
- Council website – Your Say
- Council newsletter - Viewpoint
- Council social media pages
- Public notice – The Fleurieu Sun
- Direct letters to owners and occupiers of properties within a 100 m radius.

Key Stakeholders

Directly affected stakeholders

- owners and occupiers adjoining the site;
- businesses/residents potentially affected by changes to parking or vehicle movements;
- regular users of the reserve and surrounding public area;
- people who regularly rely on parking in the immediate area; and
- the Victor Harbor Goolwa Sea Rescue Squadron.

Broader community and interested stakeholders

- Victor Harbor residents and ratepayers;
- local environmental and biodiversity organisations;
- boating and marine users;
- users of the Bluff boat ramp; and
- other interested members of the community.

Government, internal and technical stakeholders

These stakeholders will primarily provide technical or statutory advice:

- Department for Infrastructure and Transport;
- Native Vegetation Council;
- utility and service authorities;
- Internal Council Departments including Planning, Infrastructure, Public Safety and regulation, Open Space, Biodiversity, Property and GIS, Governance and Communications.

Communications and Engagement Matrix

	City of Victor Harbor Residents and Ratepayers	Nearby owners and occupiers	Ewen family	Council Members	Interested Organisations	Media

Public Notice	x	x		x	x	x
Your Say Victor Harbor project page	x	x		x	x	x
Community Information Sheet	x	x		x	x	x
Concept plan	x	x		x	x	x
Online and hard-copy feedback form	x	x				
Council website homepage	x				x	
Victor Viewpoint	x				x	
Social media	x	x			x	x
On-site signage	x	x				
Direct email or letter		x	x	x		
Civic Centre display and hard copies	x					

Community Engagement Risk

Risk *What might go wrong?*	***Probability*** *How likely is this to happen?*	***Mitigation Strategy*** *How could you prevent this happening?*
The community believes the lease or facility has already been approved	Possible	Clearly state that consultation precedes Council's decision and that the concept is indicative.
The concept changes following further assessment	Possible	Explain the outstanding matters and how community feedback and technical work may inform the final concept.
Nearby residents are unaware of the consultation	Possible	Undertake direct notification and install signage at the site.
The proposed lease area is not understood	Possible	Provide a clearly labelled plan showing the facility, lease area, access points and surrounding community land.
Traffic or parking impacts are understated	Possible	Disclose the known issues and explain that further assessment and approval would be required.
Vegetation impacts are unclear	Possible	Identify vegetation expected to be retained, pruned or removed and explain the approval requirements.
Lease consultation is confused with development assessment	Possible	Clearly explain that the lease decision and any future development assessment are separate processes.
Feedback is limited to simple support or opposition	Possible	Ask respondents to provide reasons, identify impacts and suggest changes or conditions.
Engagement material is not accessible	Unlikely	Provide accessible electronic material, hard copies, multiple submission channels and assistance on request.

Community Engagement Deliverables

By the end of this project, the following actions will have been delivered:

- notified the community and directly affected stakeholders of the proposal and provided opportunities to participate;
- Provided clear and accessible information and related about the proposed lease;
- Community consultation undertaken via Council website and hard copies at the civic centre;
- invited written submitters to address Council;
- prepared a Community Engagement Summary;
- presented the engagement findings to Council; and
- advised participants and the broader community of Council's decision and next steps.

Key Dates / Timeline

Date	Action / Milestone
28 September 2026	Council considers approval to commence consultation
12 October 2026	Direct notifications issued and on-site signage installed
12 October 2026	Consultation opens
8 October 2026	Notice published in local news publication
Throughout consultation period	Social media and newsletter promotion
2 November 2026	Consultation closes
2-9 November 2026	Submissions acknowledged and analysed
11 November 2026	Community Engagement Summary completed
November 2026	Written submitters invited to address Council
23 November 2026	Council considers consultation outcomes and proposed lease
24-27 November 2026	Participants advised of Council's decision

Measurement and Evaluation

The success of this communications and engagement plan can be measured in the following ways:

- Social media reach including likes, shares and hashtag usage
- Number of hard copy and online feedback forms completed
- Visits to Your Say Victor Harbor website
- downloads of the Community Information Sheet and concept plan
- participant feedback on the clarity and sufficiency of the information

Attachment 2 - Community Information Sheet

INFORMATION SHEET

Victor Harbor Goolwa Sea Rescue Squadron Proposed Lease 43–47 George Main Road

The City of Victor Harbor is seeking community feedback on a proposed lease of part of Ewen Reserve, comprising Council-owned community land at 43–47 George Main Road to the Victor Harbor Goolwa Sea Rescue Squadron for a term of up to 42 years.

What is proposed?

The Victor Harbor Goolwa Sea Rescue Squadron is a volunteer marine rescue organisation providing search and rescue capability across Lake Alexandrina, the Goolwa Channel, the Coorong and the Southern Ocean from Cape Jervis to Salt Creek.

Its main offshore rescue vessel, VH65, is currently stored at Kessel Road in Goolwa because suitable storage is not available near the Bluff boat ramp. The Squadron is seeking a facility closer to the Bluff to support more direct deployment of the vessel during emergency responses.



The proposed facility would provide secure storage for the vessel, trailer, towing vehicle and associated rescue equipment. It would include drive through access, basic toilet and wash down facilities and limited volunteer parking, and would support emergency responses and training exercises.

It would not replace the Squadron's existing headquarters at Bridge Terrace, which also provides storage for its rapid-response rigid-hulled inflatable boat.

The Squadron is seeking access to the land through a peppercorn lease and is not seeking a financial contribution from Council towards the facility. Under the proposed arrangement, the Squadron would fund its design, statutory approvals, construction, operation and maintenance.

Why 43–47 George Main Road?

The Squadron requires a site large enough to accommodate VH65, its trailer and towing vehicle, with drive-through access to support safe and efficient deployment. It also sought a location as close as practicable to the Bluff boat ramp, which the Squadron identified as the only suitable ramp between Cape Jervis and Cape Jaffa for launching VH65.

Several other potential locations within and around The Bluff were investigated, but none achieved an acceptable balance across operational, planning, environmental, landscape and community considerations.

The George Main Road site was investigated further because it:

- is Council-owned land that may be made available through a lease;
- is approximately four kilometres by road from the Bluff boat ramp;
- is large enough to accommodate the proposed facility and associated vehicle movements; and
- has frontages to George Main Road and Armstrong Road, enabling a drive-through operating arrangement.

Concept

A preliminary concept has been prepared to test the proposed facility and associated vehicle movements on the site. The concept demonstrates that the facility and drive-through operating arrangement can be accommodated at the level of detail required to support community consultation.

Refer Appendix 1.

Further design refinement and statutory approvals would be required if the proposal progresses. The final layout may change in response to community feedback and further planning, traffic, access, parking, vegetation and servicing investigations.

What requires further work?

If the proposal progresses, further design, investigation and approvals would be required in relation to:

- planning and building requirements;
- traffic, access and parking;
- vegetation and landscaping;
- services and drainage; and
- the final design and surveyed lease boundary.

The final design may change in response to community feedback, further investigations and statutory requirements. Any material change to the proposed lease area would be considered by Council before the lease is granted.

This consultation does not approve the development application, vegetation removal, access works or construction.

Community land

The land forms part of Ewen Reserve and is defined as a Natural Local Buffer Reserve assigned to Plan 5: Buffer and Controlled Access Reserves under Council's Community Land Management Plans. Plan 5 allows Council to consider leases for infrastructure or services that benefit the community. The proposed facility would support a community emergency response service. The final design and lease conditions would be required to retain an effective buffer through appropriate vegetation, landscaping and controls on access and future expansion.

The proposed lease would not remove or revoke the land's community land classification. Council would retain ownership of the land.

Proposed lease arrangements

Council is seeking feedback on the following proposed lease arrangements:

- a lease term of up to 42 years (21 + 21);
- the Squadron having exclusive use of the facility and associated operational area shown indicatively in Appendix 2;
- use being limited to the storage and deployment of the Squadron's offshore

rescue vessel and directly associated activities;
- a peppercorn rental consistent with arrangements for other community organisations;
- the lessee being responsible for all costs associated with the design, approvals, construction, operation and maintenance of the facility;
- access, parking and vehicle movements complying with arrangements approved by Council and the relevant authorities;
- Council approval being required for alterations, expansion or changes in use; and
- the lease addressing access, parking, landscaping, operational activity, noise, lighting, emergency warning devices, maintenance, ownership of improvements and end-of-term requirements.

These arrangements are proposed for consultation and do not constitute an offer or final lease. They may be refined following community feedback, further investigations, legal advice and negotiations with the Squadron.

Have your say

Consultation is open from **9.00 am on Monday, 12 October 2026** until **5.00 pm on Monday, 2 November 2026**.

Feedback can be provided:

- **Online:** through Your Say Victor Harbor.
- In hard copy: collect a form from the Civic Centre at 1 Bay Road, Victor Harbor.
- **By email:** localgov@victor.sa.gov.au.
- By post: PO Box 11, Victor Harbor SA 5211.
- **In person:** Civic Centre, 1 Bay Road, Victor Harbor.

All submissions must be received by **5.00 pm on Monday, 2 November 2026**.

What happens next?

Following consultation:

- submissions will be reviewed and summarised;
- people who make a written submission will be invited to speak to their submission at a Council meeting; and
- a further report will be presented to Council.

Council will then determine whether to progress the proposed lease, require further investigation or changes, or not proceed with the proposal.

If the lease progresses, detailed design and all required approvals would still need to be completed before construction, vegetation removal or access works could begin.

More information

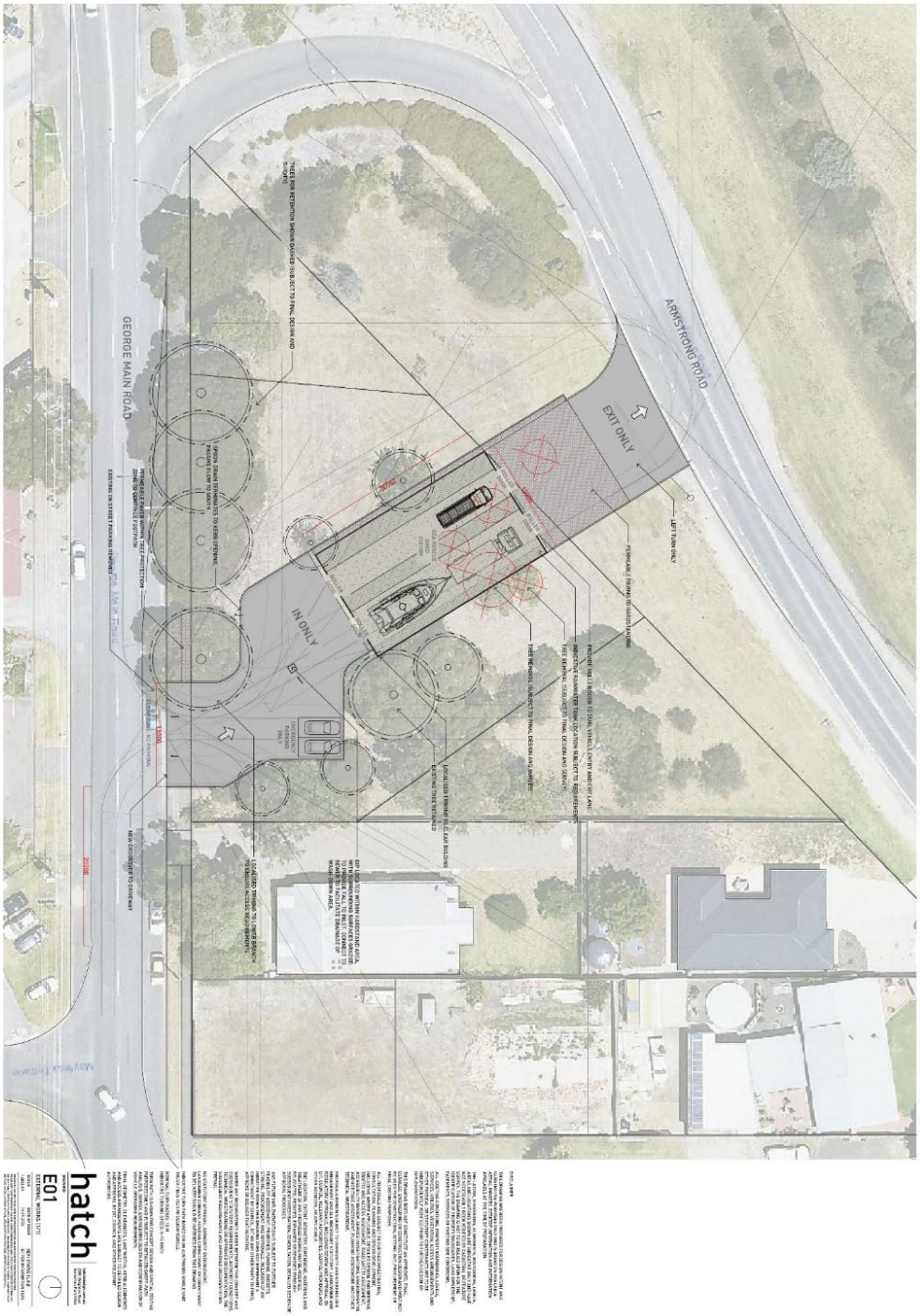
For further information or assistance:

- **Phone:** (08) 8551 0500
- **Email:** localgov@victor.sa.gov.au
- **In person:** Civic Centre, 1 Bay Road, Victor Harbor

More Information

For further information, contact the City of Victor Harbor at localgov@victor.sa.gov.au or by phone at (08) 8551 0500.

Appendix 1 – Concept Plan



Appendix 2 – Proposed Lease Area



Attachment 3 - Sea Rescue Shed Spatial Feasibility Assessment



Sea Rescue Shed Spatial Feasibility Assessment

Date of Issue: 16.06.2026 | Rev D | DRAFT

Document Information / Timeline

Prepared: 16 June 2026
Prepared for: City of Victor Harbor: Council decision-making
Source materials: The Bluff Master Plan 2023–2043; Sea Rescue Squadron Feasibility Study
Site inspection: 07 April 2026 Louise Hampel (CoVH), Sea Rescue volunteers Malcolm and Clive
Review meeting: 10 June 2026 with Sea Rescue representatives

Background

The Sea Rescue Squadron requires a facility to house and deploy essential emergency response assets. The City is investigating whether this facility can be accommodated within The Bluff precinct, which the Master Plan identifies as a landscape-led public realm for passive recreation, environmental and cultural protection, and limited built form. The facility is an active operational use. This is a different character of use to that envisaged by the Master Plan, which was developed with input from more than 700 community participants.

Twelve siting options have been tested at concept level. The original assessment tested ten options: eight within The Bluff precinct, one in the adjacent Oyster Reserve drainage reserve, and one on Council-managed land outside The Bluff Reserve. Following a meeting with Sea Rescue representatives on 10 June 2026, two additional options were requested for testing and comparison.

Each option has been assessed against the same criteria, reflecting the dual requirement for the facility to function effectively while also considering alignment with the adopted Master Plan direction, landscape character, community values and site constraints.

Key Considerations

The concept design testing has been prepared to explore the indicative building footprint, site location and access implications only. No detailed consideration has been given at this stage to architectural expression, materiality, built form, structural systems, landscape integration, visual impact, construction methodology, costs or final design approach.

The proposed facility is intended to be a Class 10a non-habitable storage shed only. Its purpose is limited to the secure storage of the Sea Rescue vessel, trailer and directly associated rescue equipment. The building is not proposed to include toilets, office space, training rooms, meeting rooms, kitchen facilities, public assembly areas or ongoing occupied operational areas. Any briefing, administration, training, volunteer amenities or public-facing functions are to occur off-site or within existing facilities.

No consideration has been given at this stage to the additional building, infrastructure or servicing requirements that may be triggered by an alternative building classification. This includes, but is not limited to, bushfire requirements such as dedicated fire tanks, defendable space, emergency access and asset protection measures, as well as potential sewer upgrades, water connections, power supply, service authority approvals or other supporting infrastructure.

On this basis, the current testing assumes a simple Class 10a non-habitable storage shed only, with no toilets, office, training, meeting or occupied operational spaces. Any shift toward a higher building classification would require a separate technical assessment and may introduce additional cost, approval and site impact implications that have not been tested through this options assessment.

Key Findings

The shed can be physically accommodated at multiple locations. Physical feasibility is not the same as strategic suitability.

No option tested achieves an acceptable level of overall alignment. The corrected assessment scores confirm that all options sit within the poor, very poor or not viable assessment bands. This indicates that each option involves significant unresolved trade-offs across operational performance, planning risk, landscape character, community values, environmental impact, visual impact or site functionality.

Every option within The Bluff precinct introduces material conflict with the Master Plan, including varying degrees of vegetation removal, visual intrusion, trail disruption, loss of landscape-led character, and the introduction of an active operational use into a low-intensity public realm setting. These conflicts cannot be fully resolved through siting or design refinement alone, because they stem from the operational character and spatial requirements of the facility itself.

Option 6 provides the closest relationship to the boat ramp and was originally identified as having strong response-time advantages. However, following Sea Rescue feedback, the associated movement and reversing requirements are not supported operationally. It also remains one of the most problematic options in planning, visual and residential interface terms.

Options 11 and 12 respond to Sea Rescue's request for access arrangements that reduce reliance on reversing movements. However, both introduce a larger civil and operational footprint, including access roads, retaining, hardstand, level changes and additional site impacts. These options may improve some aspects of vehicle movement, but they do not resolve the broader planning, landscape, visual and community-value conflicts.

Option 9 remains one of the less constrained options from a Master Plan conflict perspective, as it sits outside the core Bluff Reserve. However, it is not unconstrained and does not achieve an acceptable level of overall alignment. It carries its own planning, environmental, drainage, land classification and delivery risks that would require further investigation.

Option 10, outside The Bluff Reserve, avoids some of the direct Master Plan conflicts that affect the Bluff-based options. However, it has only been tested at concept level and would require further assessment of earthworks, access, residential interface, cost, planning risk and long-term site suitability.

Considerations for Members

The Sea Rescue Shed performs an important public safety function and Council's support for sea rescue capability is not in question. The question before Members is one of location and scale. The assessment finds that the operational characteristics of the facility as currently proposed are not compatible with the strategic intent adopted for The Bluff precinct, and that a better-aligned outcome is more likely to be achieved on an alternative site.



Master Plan Extract (The Bluff Master Plan 2023–2043)



SEB sites identified in The Bluff Master Plan do not overlap with the proposed siting locations. The Biodiversity Assets Survey (2020) identifies BLU02 as the primary impacted land parcel.



SAPPA alignment (red) confirms the residential extent is located in the current reserve boundary. This is a key consideration in the assessment of Option 6, which directly interfaces with the existing residential edge.

Sea Rescue Shed Spatial Feasibility Assessment

Date of Issue: 16.06.2026 | Rev D | DRAFT

Sea squadron movement path (Emergency Vehicles Only)

Key walking Connections (as identified in Master Plan)

Indicative building location (not to scale)

Parking (non-emergency vehicles)

Siting location options: Not to scale



✓ Indicates preferred options as identified through Council staff workshop (held online: 21 April)

Shortlisting Process

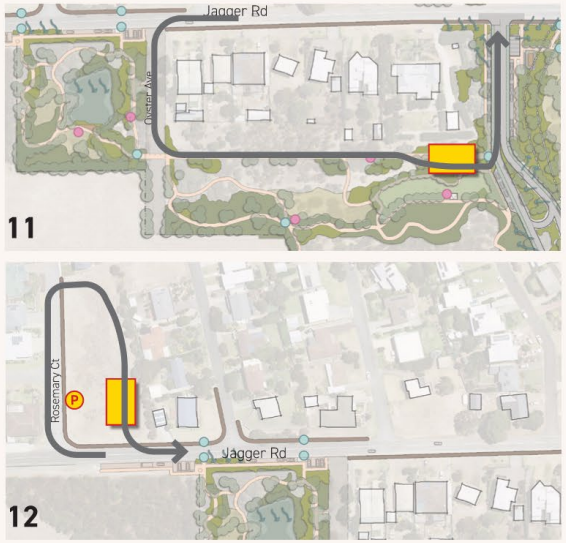
Ten siting options were initially identified. A Council staff workshop shortlisted four for further investigation, Options 3, 5, 9, and 10, with Option 3 subsequently refined as Option 3A. Detailed multi-criteria assessment was then undertaken on three preferred scenarios: Options 3A, 8, and 9. These three performed better than the broader set, but none achieved the level of alignment across planning, community, and operational criteria required to support progression.

Sea Rescue Shed Spatial Feasibility Assessment

Date of Issue: 16.06.2026 | Rev D | DRAFT

Following a meeting with Sea Rescue representatives on 10 June 2026, two additional options were requested for testing and comparison.

Siting location options: Not to scale



Sea squadron movement path (Emergency Vehicles Only)

Indicative building location (not to scale)

Key walking Connections (as identified in Master Plan)

Parking (non-emergency vehicles)

Sea Rescue Shed Spatial Feasibility Assessment

Date of Issue: 16.06.2026 | Rev D | DRAFT

Testing Matrix (Updated 16 June 2026)

Option	Operational Movement	Approval / Planning Risk	Topography / Slope	Visual Impact	Residential Impact	Vegetation Removal	Ability to Contain Footprint	Community Values	Master Plan Alignment	P/S Risk	Total Score / Alignment
1	1	2	3	3	3	1	1	1	1	1	17
2	1	2	3	2	3	3	2	1	1	1	19
3	1	2	3	3	3	3	2	1	2	1	21
3A	1	2	3	3	3	4	4	1	2	1	24
4	1	2	3	2	3	3	2	1	2	1	20
5	1	2	3	1	3	3	1	1	1	1	17
6	1	1	4	1	1	4	2	1	1	1	17
7	3	2	3	1	2	2	1	1	1	1	17
8	1	2	4	2	1	4	4	1	2	1	22
9	1	2	1	2	4	3	3	2	2	2	22
10	2	1	1	1	3	5	3	1	2	2	21
11	5	2	4	2	2	1	1	1	1	1	20
12	5	1	1	1	2	4	2	1	2	1	20

<20 20–23 24-26 27-29 >30

Assessment Framework

Each shortlisted option has been scored against ten criteria covering operational, planning, environmental, and community considerations. Criteria are weighted equally, reflecting the dual requirement that the facility function effectively and that any outcome align with the adopted Master Plan.

5 4 3 2 1

Each criterion is scored from 1 to 5, where 5 represents the strongest performance and 1 represents the weakest performance. Scores are then summed to provide a total score out of 50.

The total scores are grouped into five assessment bands, ranging from acceptable to not viable. These bands are intended to support a considered judgement, not to replace one. A higher total score does not override a critical failure against any single criterion, particularly where that failure relates to operational safety, Master Plan alignment, environmental impact, access, visual intrusion or community value.

Members should therefore consider both the aggregate score and the individual criterion scores for each option. The matrix is a comparative tool to support decision-making and does not replace detailed technical, planning, environmental, building, bushfire, servicing or operational assessment.

This matrix is a comparative tool to support decision-making. It does not replace detailed technical, planning, or operational assessment.

Operational Movement
5 — High operational function
4 — Minor constraints; functions well
3 — Workable with some inefficiencies
2 — Constrained; operational impacts likely
1 — Not workable / fails operational requirements (following Sea Rescue input 10 June 2026)

Approval / Planning Risk
5 — Straightforward approvals, low risk
4 — Minor planning considerations
3 — Standard approval pathway, moderate risk
2 — Likely objections or complexity
1 — High risk of refusal or appeal

Topography / Slope
5 — Flat, minimal earthworks required
4 — Gentle slope, minor works
3 — Moderate slope, manageable intervention
2 — Steep areas requiring significant cut and fill
1 — Highly constrained, major engineering required

Visual Impact (1–5)
5 — Very low impact; not visible or fully concealed
4 — Low impact; minor visibility and easily screened
3 — Moderate impact; partially visible with some mitigation possible
2 — High impact; clearly visible with limited screening potential
1 — Very high impact; prominent and visually dominant

Residential Impact
5 — No sensitive receivers nearby
4 — Good separation, minimal impact
3 — Some interface, manageable with mitigation
2 — Close proximity, likely disturbance (noise, light, operations)
1 — Direct adjacency, high conflict

Vegetation Removal
5 — Limited removal required
4 — Minimal removal of low-value vegetation
3 — Moderate removal with some native value
2 — High-value native vegetation impacted
1 — Significant or remnant vegetation loss

Ability to Contain Footprint (Future Control)
5 — Clearly defined, fully contained site
4 — Mostly contained, minor expansion risk
3 — Some ambiguity in boundaries
2 — Likely future expansion or spill-over pressure
1 — No clear containment, high long-term sprawl risk

Community Values Alignment (defined through Master Plan process)
5 — Strongly aligned; clearly reflects community values
4 — Mostly aligned; minor concerns
3 — Partially aligned; mixed response
2 — Low alignment; clear tension with community values
1 — Not aligned; strong conflict with community values

Planning / Master Plan Alignment (based on key objectives/ Values)
5 — Strongly aligned; fully consistent with Master Plan intent
4 — Mostly aligned; minor tensions
3 — Partially aligned; mixed alignment
2 — Low alignment; clear conflict with key principles
1 — Not aligned; directly contradicts Master Plan intent

Precedent / Stakeholder Risk (1–5)
5 — Very low risk; reinforces planning direction and likely to attract broad support
4 — Low risk; minor precedent implications
3 — Moderate risk; some stakeholder sensitivity
2 — High risk; likely to trigger pressure, concern or opposition
1 — Very high risk; sets an undesirable precedent and is likely to be highly contentious

Total Score / Alignment
>30 — Acceptable: Meets required standard across all criteria
27–29 — Marginal: Performs well but contains significant unresolved issues
24–26 — Poor alignment: Multiple trade-offs across key criteria
20–23 — Very poor alignment: Consistent conflict across key criteria
<20 — Not viable: Fundamentally constrained, not supportable

Sea Rescue Shed Spatial Feasibility Assessment

Date of Issue: 16.06.2026 | Rev D | DRAFT

Planning Requirements (If Progressed)

Should Council elect to continue investigating a Bluff-based option, the parameters below should be applied as mandatory constraints on the scope of that work. They are intended to minimise impact, not to achieve full alignment with the Master Plan.

Members should be aware that full alignment is unlikely to be achievable. The operational requirements of sea rescue and the planning objectives of The Bluff are in inherent tension, and any Bluff-based outcome would require Council to accept that tension rather than resolve it.

Land use and operational scope. The use is to be limited to a Class 10a non-habitable storage shed for the secure storage and deployment of essential emergency response assets only. The facility is not to include toilets, wash-down facilities, training rooms, administration areas, meeting rooms, kitchens, staff amenities, volunteer amenities, public assembly spaces, additional site parking or ongoing occupied operational areas. Any briefing, training, administration, wash-down, volunteer support or public-facing functions are to occur off-site or within existing facilities. This narrows operational efficiency and long-term functionality, and is a deliberate trade-off against the Master Plan intent.

Siting and access. Access to the boat ramp must be direct and efficient to preserve response capability. Interaction with pedestrian and recreational movement networks must be minimised. Compliant access will nonetheless introduce visual, spatial and movement impacts that cannot be fully designed out.

Built form and circulation. Any requirement for additional circulation, larger turning areas, external hardstand, wash-down areas or expanded operational space would increase the building footprint and site impact, and should be treated as a change to the project brief requiring separate assessment.

Servicing. Servicing is to be limited to the minimum required for safe storage and deployment. Non-essential infrastructure, including toilets, kitchens, wash-down areas, staff facilities, training rooms and administration spaces, is excluded.

No consideration has been given at this stage to the additional servicing or infrastructure requirements that may be triggered by an alternative building classification or expanded operational use. This includes, but is not limited to, bushfire tanks, defendable space, emergency access requirements, sewer upgrades, water connections, power upgrades, service authority approvals or other supporting infrastructure.

Scale and spatial containment. The footprint must be the smallest feasible to meet the storage-only brief, with the operational area clearly defined and contained. Containment may be difficult to hold over time as operational pressures evolve, and Council should plan for that risk rather than assume it away. Any future expansion of the building, hardstand, parking, servicing, storage or operational area would need to be assessed against the Master Plan and should not be assumed as a natural extension of the current proposal.

Landscape integration. Impacts on key viewlines, reserve character, passive recreation areas, and environmentally and culturally sensitive zones must be minimised. The concept design testing has only considered indicative footprint, siting and access implications. It has not considered architectural expression, materiality, built form, structural systems, landscape integration, visual mitigation, construction methodology or final design approach. Full alignment with the Master Plan cannot be achieved where operational requirements are prioritised over the adopted landscape-led direction for The Bluff.

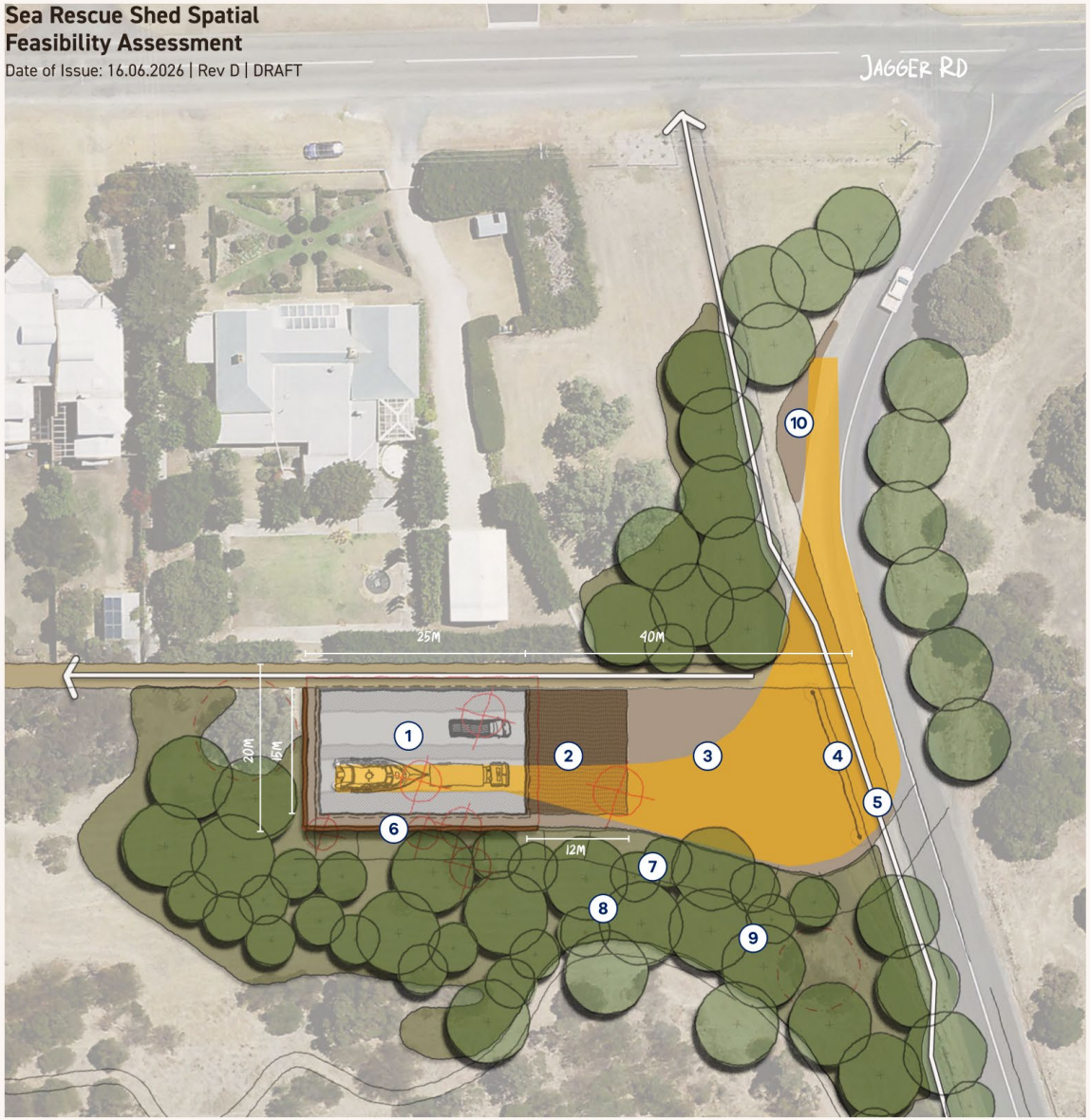
Conclusion

Spatial testing confirms that a Sea Rescue Shed can be physically accommodated at multiple locations within The Bluff. Physical feasibility, however, is not strategic suitability. Every option produces persistent, unresolved conflict with the adopted Master Plan and with the community values established through engagement with more than 700 participants. The highest-performing operational option, Option 6, generates the greatest planning and visual impact, confirming that in this precinct operational efficiency and planning intent move in opposite directions.

The highest-performing operational options generally generate the greatest planning, visual and landscape impacts, confirming that within this precinct operational efficiency and Master Plan intent move in opposite directions. These conflicts are consistent across the options and include increased development intensity, loss of landscape-led character, encroachment into passive recreation and revegetation areas, impact on environmental and cultural values including key viewlines, and reduced opportunity for quiet use and connection to nature.

Four drivers sit behind this incompatibility, and none can be resolved through siting or design alone:

- The facility introduces an active operational land use into a precinct planned for low-intensity, passive use.
- Every option requires development within areas identified for protection, revegetation, or landscape enhancement.
- Operational requirements, access, deployment, servicing, are intrinsic to the facility and cannot be engineered away.
- Community values strongly and consistently support a low-impact, landscape-led environment.





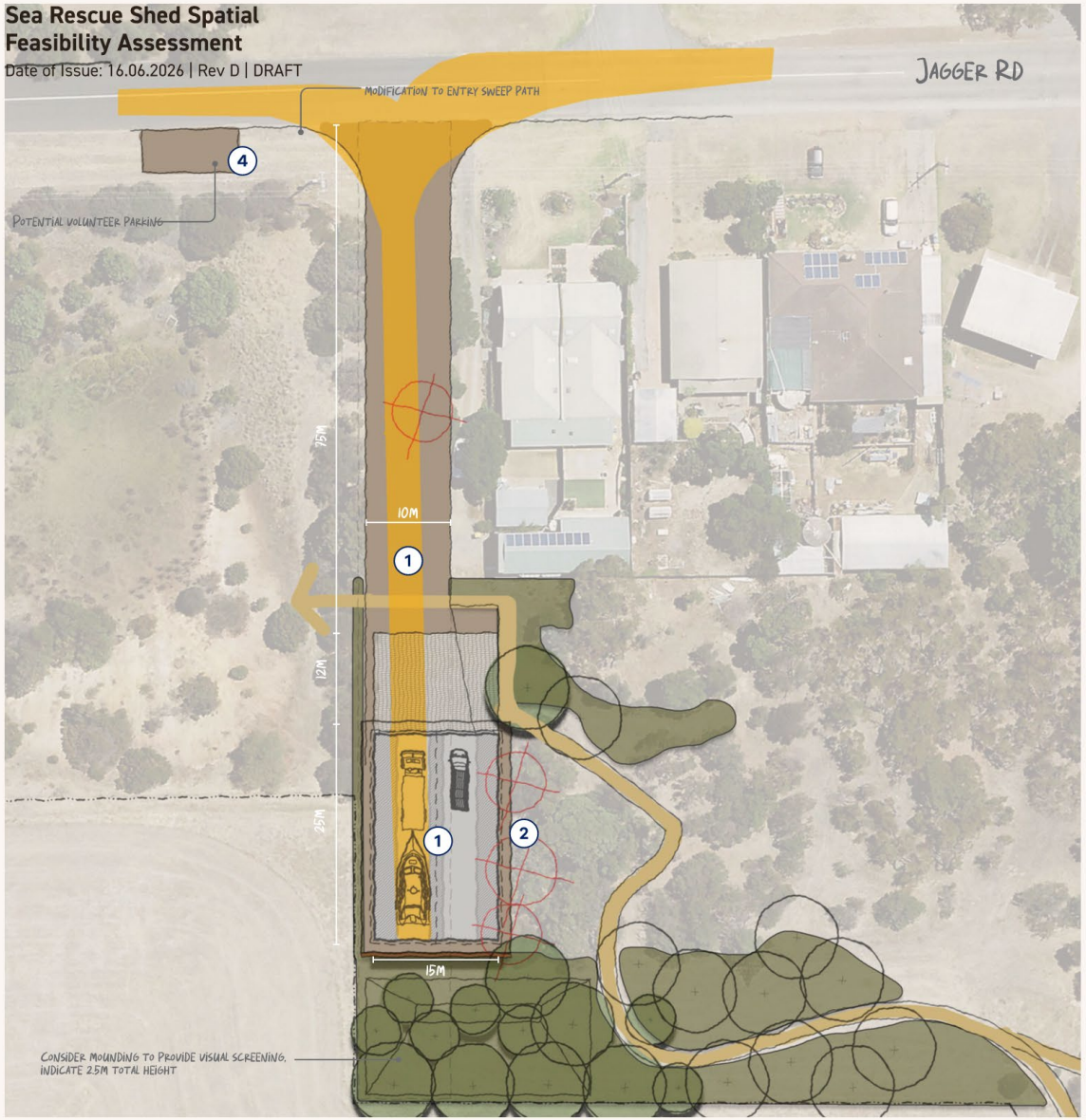
Access Requirements

Emergency Response – Exit
The truck and boat trailer are stored hitched together within the building lane. During an emergency response, the vehicle exits the building via the designated sweep path, enters the existing roadway, and travels north towards the boat ramp.

Emergency Response – Return / Pack Up
On return, the truck and boat trailer continue along the existing one-way road past the building and Petrel Cove before looping back. The boat is then reversed into the building using only the single lane associated with the building access.

1. Sea Rescue building footprint to be 25m x 15m, inclusive of a dual-lane single access point via roller door to the eastern façade, with a minimum 5m clearance.
2. Provide an external permeable paved surface extending 12m from the building to support emergency response access and manoeuvring.
3. Provide gravel surfacing to the swept path area shown in yellow.
4. Install removable bollards and secured access controls to form a managed vehicle barrier.
5. Realign the existing footpath/cycling connection to maintain safe and legible public access around the facility.
6. Provide retaining walls as required to bench the building into the site. Retaining wall locations and heights are indicative only and subject to detailed design
7. Provide battering to a maximum grade of 1:5 where required to integrate level changes.
8. Establish dense landscape planting to provide a strong visual buffer to the built form.
9. Allow for long-term canopy and tree cover to support filtered/glimpsed views and help mitigate the visual impact of the building mass.
10. Extend the road to allow for emergency vehicle swept path manoeuvring, including controlled reversing into a single-lane section to reduce impacts to oncoming traffic.

Concept Plan Disclaimer: All concept plans are indicative and illustrative only and have been prepared for discussion and preliminary design purposes. They do not constitute approval, landowner consent, construction documentation or permission to undertake works. Plans may show works, access, vegetation removal, infrastructure or other elements on, adjoining or affecting third-party land. Land ownership, boundaries, easements, services, access rights and approval requirements must be confirmed through detailed survey, title investigations and further consultation. All locations, dimensions, extents, quantities and areas are approximate and may not accurately align with property boundaries, existing conditions or legal land tenure. Further technical investigations, consultation and statutory approvals may be required before any works proceed. The inclusion of any item on the plans does not confirm that it is required, appropriate, supported, recommended or approved, nor that it represents the preferred, correct or final outcome.





Access Requirements

Emergency Response – Exit
The truck and boat trailer are stored hitched together within the building lane. During an emergency response, the vehicle exits the building via Oyster Avenue, enters the existing road network at Jagger Road, and travels east towards the boat ramp.

Emergency Response – Return / Pack Up
On return, the truck and boat trailer continue along Jagger Road, travelling slightly past the building to allow for the required manoeuvring. The boat trailer is then reversed into the building, over an approximate distance of 75 metres, via the gazetted road corridor. Update: The indicative 75m reversing distance was not supported by Sea Rescue representatives (10 June 2026) .

1. Sea Rescue building footprint to be 25m x 15m, inclusive of a dual-lane single access point via roller door to the eastern façade, with a minimum 5m clearance.
2. Impact of location on existing vegetation and subsequent removal.
3. Access via reversing indicate 75m approx.
4. Volunteer or visitor parking zone as marked, to avoid informal parking, site congestion and impacts to surrounding open space or residential areas.

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Access Requirements

Emergency Response – Exit

The truck and boat trailer are stored hitched together within the building lane. During an emergency response, the vehicle exits the building via Jagger Road and travels east towards the boat ramp.

Emergency Response – Return / Pack Up

On return, the truck and boat trailer continue along Jagger Road, travelling slightly past the building to allow for the required manoeuvring. The boat trailer is then reversed into the building.

1. Sea Rescue building footprint to be 25m x 15m, inclusive of a dual-lane single access point via roller door to the eastern façade, with a minimum 5m clearance.
2. Provide an external permeable paved surface extending 12m from the building to support emergency response access and manoeuvring.
3. Ramped asymetrical access to match Jagger road profile.
4. Retaining wall to full length to form diferential level for building set down. Retaining wall locations and heights are indicative only and subject to detailed design
5. Provide battering to a maximum grade of 1:5 where required to integrate level changes.
6. Establish dense landscape planting to provide a strong visual buffer to the built form.
7. Allow for long-term canopy and tree cover to support filtered/glimpsed views and help mitigate the visual impact of the building mass.

Key Considerations

- The swept path and requirement for reversing movements was not supported by Sea Rescue representatives. On this basis, an access road option was requested to allow forward-entry and forward-exit movements.
- Residential interface: Potential impacts to adjacent residential properties will need to be carefully considered, including noise, vehicle movement, lighting, visual bulk and general amenity.
- Visual impact and screening: Visual screening will be critical, as view impacts from the wider site are likely to be significant. A targeted landscape response, including mature canopy planting and layered vegetation, should be considered to reduce the visual prominence of the built form over time.

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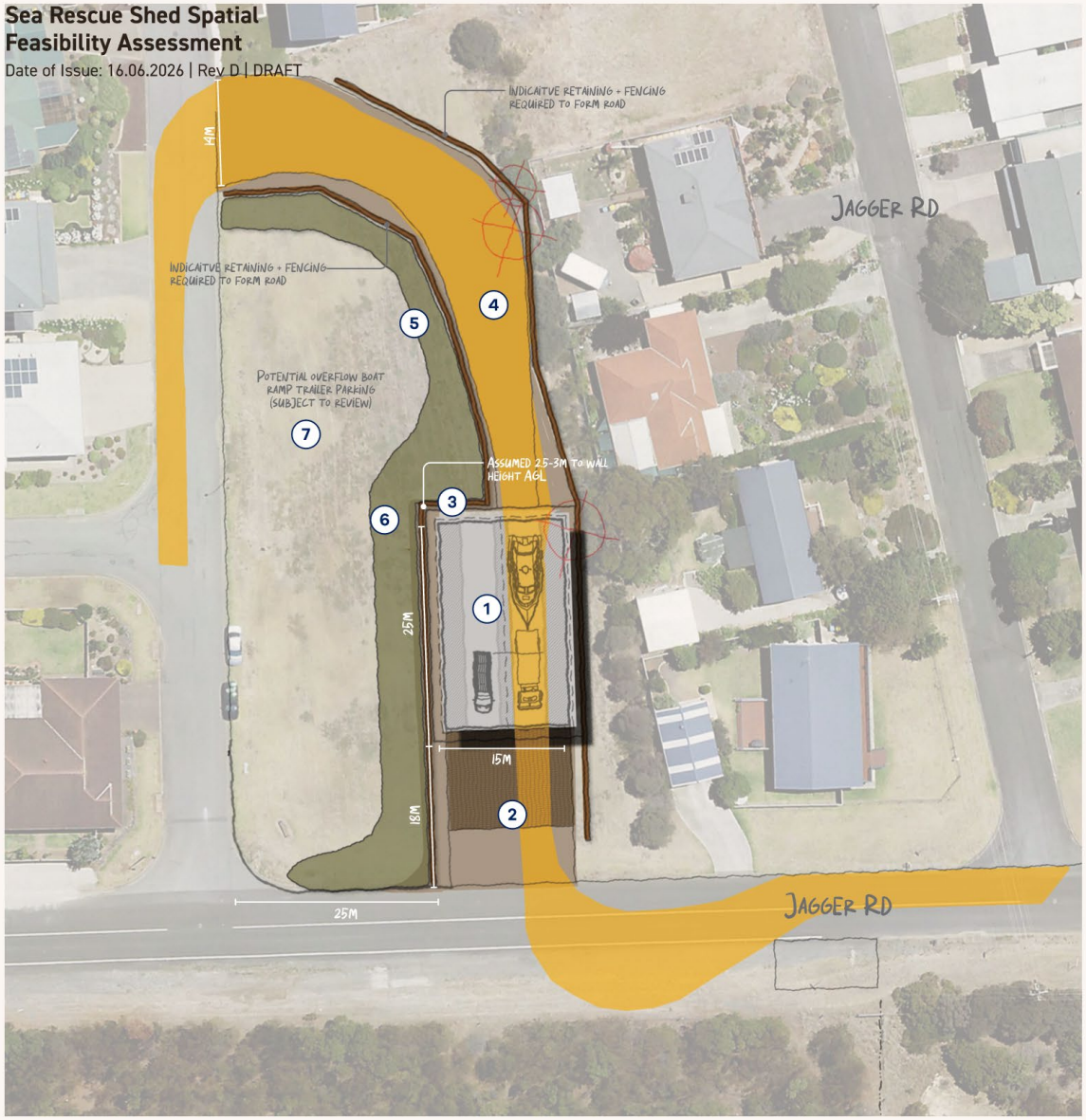



Access Requirements

Emergency Response – Exit

The truck and boat trailer are stored hitched together within the building lane. During an emergency response, the vehicle exits the building via Jagger Road and travels east towards the boat ramp. The swept path assessment indicates that the exit movement requires temporary use of the opposing traffic lane to complete the turn.

Emergency Response – Return / Pack Up

On return, the truck and boat trailer continue along Jagger Road, travelling slightly past the building to allow for the required manoeuvring. The boat trailer is then reversed into the building.

1. Sea Rescue building footprint to be 25m x 15m, inclusive of a dual-lane internal arrangement and a single rear access roller door to allow access via the northern track access path, with a minimum 5m clearance.
2. Provide an external permeable paved surface extending 18m from the building to support emergency response access and manoeuvring and match in to existing sloped road profile.
3. Retaining wall to full length to form diferential level for building set down. Retaining wall locations and heights are indicative only and subject to detailed design
4. Access road to support access via roller door to northern face of shed.
5. Provide battering to a maximum grade of 1:5 where required to integrate level changes.
6. Establish dense landscape planting to provide a strong visual buffer to the built form.
7. Review the potential for the remaining open space to continue functioning as overflow trailer parking to support boat ramp capacity, noting that the usable site area has been reduced by approximately 56%.







Access Requirements

Emergency Response – Exit

The truck and boat trailer are stored hitched together within the building lane to allow immediate deployment. During an emergency response, the vehicle exits the building via The Bluff Road, turns onto Jagger Road, and then travels east toward the boat ramp.

Emergency Response – Return / Pack Up

On return, the truck and boat trailer continue along Jagger Road, travelling past the intersection used for deployment and toward Oyster Avenue. Access back to the site is via a required formalised track, before travelling along the boundary line from west to east. The boat trailer is then driven into the rear of the shed for storage and pack up.

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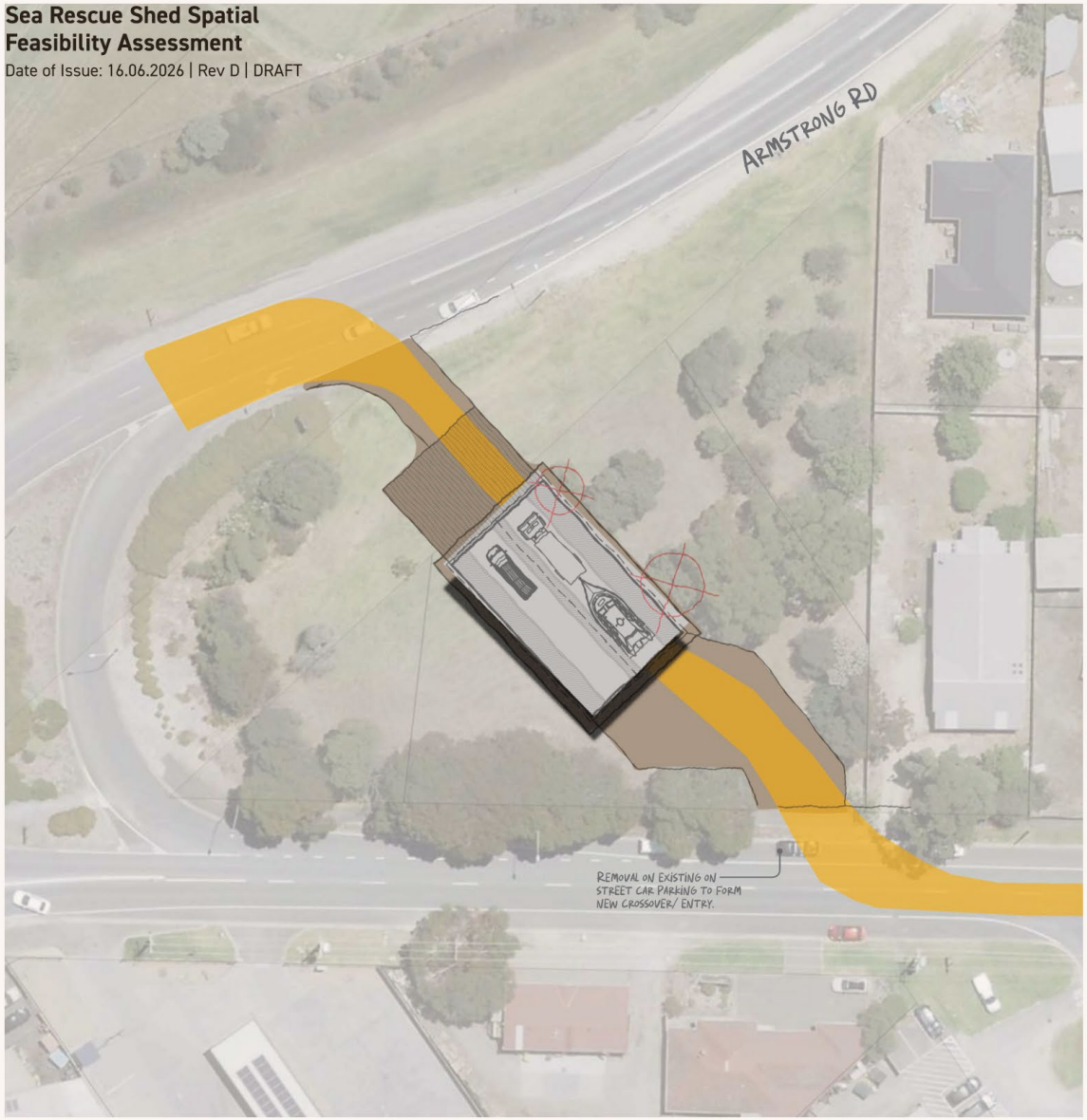



Access Requirements

Emergency Response – Exit
The truck and boat trailer are stored hitched together within the building lane to allow immediate deployment. During an emergency response, the vehicle exits the building via Armstrong Road and then travels approximetely 4km toward the boat ramp.

Emergency Response – Return / Pack Up
On return, the truck and boat trailer enter the site via an east–west access path from George Main Road. The boat trailer is then driven into the rear of the shed for storage and pack up.

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Appendix

Sea Rescue Shed Spatial Feasibility Assessment

Date of Issue: 16.06.2026 | Rev D | DRAFT

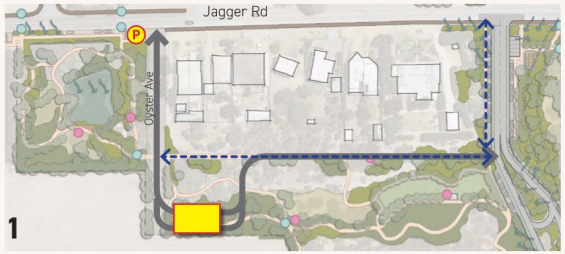
Sea squadron movement path (Emergency Vehicles Only)

Key walking Connections (as identified in Master Plan)

Indicative building location (not to scale)

Parking (non-emergency vehicles)

7. Siting location options: Not to scale



Approach

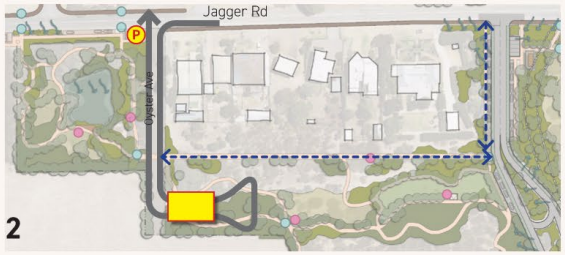
Access formalised via Oyster Avenue (north-west corner) or Bluff Road. Vehicles enter via Oyster Terrace, pass through dual-lane building, and exit via Jagger Road (or reverse), using a new track aligned with the proposed walking trail. The building sits along the south-western fence line to the minimise vegetation disturbance.

What Works

- Aligns with the proposed east–west movement corridor.
- Provides clear and legible operational access.
- Allows forward vehicle movement (no reversing dependency).
- Consolidates primary movement and activity to the western portion of the reserve.

What Doesn't

- Establishes a new access and movement corridor through an area intended to remain predominantly landscape-led and pedestrian-oriented.
- Introduces permanent road infrastructure within a precinct planned for low-intensity public realm outcomes.
- Disrupts proposed trail alignments and reduces flexibility in future network planning.
- Requires vegetation clearance within areas identified for revegetation and landscape restoration.
- Expands hardstand and circulation footprint beyond what is consistent with the intended character of the reserve.
- Shifts this portion of the reserve away from a passive, landscape-dominant setting toward a more serviced and movement-led environment.



Access is provided via Oyster Avenue from Jagger Road, with entry and exit managed through a rear turning circle via a dual-lane building. This enables efficient vehicle movement during emergency deployment. Volunteer parking is formalised on the western side of the site, increasing overall parking capacity, while Oyster Terrace is restricted to emergency access only.

- Efficient dual-lane access for operations.
- Clear separation of emergency and public movement.
- Formalises parking and road edge.
- Consolidates movement to the western portion of the reserve.

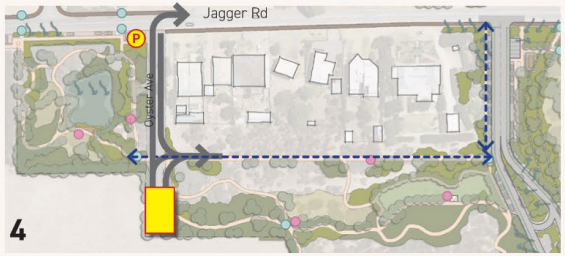
- Extends the amount of formalised access, parking, and circulation infrastructure within a precinct intended to remain visually recessive and landscape-led.
- Introduces a dual-lane operational arrangement that increases the scale, intensity, and permanence of development relative to surrounding public realm outcomes.
- Allocates space for volunteer parking and associated movement within an area otherwise intended for shared public use and informal landscape experience.
- Reinforces a vehicular hierarchy in a part of the reserve where the Master Plan seeks to prioritise pedestrian movement, passive recreation, and low-intensity access.
- Increases visual and functional urbanisation of the Oyster Avenue edge, reducing its ability to read as a soft and secondary landscape interface.
- Creates a larger combined operational footprint than is warranted by the strategic qualities of the location.



Access is provided via Bluff Road at the forked junction. Vehicles travel along the rear of the residential edge toward Oyster Avenue, requiring a wide turning radius before reversing into the shed via a turning circle and indented road. This arrangement involves complex maneuvering but reduces the need to formalise the Oyster Avenue road reserve.

- Limits need to fully formalise Oyster Avenue.
- Maintains some informal landscape character.
- Provides an east–west connection.

- Requires complex vehicle maneuvering within a constrained spatial envelope, reducing operational clarity.
- Introduces extended circulation paths and turning movements that increase land disturbance.
- Requires vegetation clearance to accommodate turning radii and access paths.
- Expands sealed surface areas within a precinct intended to prioritise permeable, landscape-led outcomes.
- Reduces operational efficiency relative to options with more direct and legible access arrangements.



Access is provided via Oyster Terrace, with entry and exit managed through a turning circle formed by an indented road and turning radius. Vehicles reverse into the shed via a defined turning path and depart forward toward Jagger Road. This configuration relies on a single access and egress point.

- Consolidates site movements to the western portion of the reserve.
- Smaller footprint than Options 1–3.
- Supports part of the shared path connection.
- Aligns with Oyster Avenue intent.

- Relies on a single access point, creating a potential constraint for emergency response redundancy.
- Requires formalisation of an indented road and turning infrastructure within a landscape-led area.
- Introduces additional hardstand within a precinct intended to minimise built and sealed surfaces.
- Creates a concentrated movement node that may conflict with pedestrian and recreational use.
- Requires vegetation clearance to accommodate turning movements and access geometry.

Sea Rescue Shed Spatial Feasibility Assessment

Date of Issue: 16.06.2026 | Rev D | DRAFT

Sea squadron movement path (Emergency Vehicles Only)

Key walking Connections (as identified in Master Plan)

Indicative building location (not to scale)

Parking (non-emergency vehicles)

7. Siting location options: Not to scale



Approach

Access is provided via the existing Bluff Road, operating as a single entry and exit point. Reversing manoeuvres occur within the public roadway, requiring controlled traffic management during deployment and pack-down, supported by volunteers. Localised road widening is likely required to accommodate boat trailers and support vehicles, particularly during stationary pack-down operations. This option provides a direct marine interface and the second-closest access to the boat ramp of all options tested.

What Works

- Second-shortest response time to the boat ramp.
- Uses the existing Bluff Road alignment — limited new internal road infrastructure required within the reserve.
- Direct operational adjacency to the marine environment.
- Smaller building footprint possible (no internal turning circle or through-access required).
- Avoids disruption to the Oyster Avenue / Jagger Road corridor and associated walking trail network.
- Minimal site-level hardstand beyond the building footprint.

What Doesn't

- Requires reversing manoeuvres within an active public roadway, introducing ongoing safety and operational management requirements.
- Establishes a permanent built form within a highly visible coastal edge condition.
- Requires localised road widening, increasing the extent of sealed surface within a sensitive landscape interface.
- Introduces operational activity into an area intended to support passive recreation and uninterrupted coastal experience.
- Creates potential conflict between emergency deployment and general public access along Bluff Road.



Access is via Jagger Road, with all dual-lane reversing movements contained within the site and into the building. The building is set back approximately 30–40m from the road to accommodate boat and truck manoeuvring, ensuring vehicles remain off the roadway during deployment. This arrangement also resolves an existing residential boundary alignment issue (refer SAPPA extract, page 3). It provides the closest proximity to the boat ramp and the shortest deployment distance of all options tested.

- Best operational performance (shortest response time of any option tested).
- Uses the existing road alignment — limits new road infrastructure.
- Minimal hardstand expansion beyond the existing carriageway.
- Direct operational adjacency to the marine environment supports efficient launch and retrieval.
- Opportunity to resolve the existing residential boundary alignment issue as part of the works.

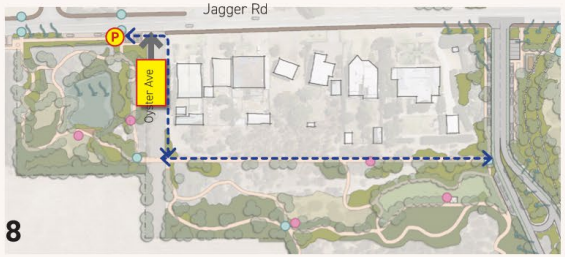
- Establishes a permanent built form within a primary landscape threshold, increasing visual prominence within the precinct.
- Requires an extended access path across areas identified for revegetation and trail network expansion.
- Introduces a large operational footprint, including circulation and manoeuvring areas, within a landscape-led setting.
- Requires vegetation clearance and potential realignment of existing landscape and access structures.
- Concentrates operational activity within an area intended to prioritise low-intensity public use and ecological restoration.
- Achieves the strongest operational performance, but does so by generating the greatest direct conflict with the intended character, visibility, and landscape function of the precinct.



Access is via Bluff Road, with the building set back to enable landscape mitigation and visual screening. Vehicles enter from Bluff Road, pass through a dual-lane building, and exit via the western side onto a looped access path. The alignment follows the proposed shared path corridor and increases setback from the primary line of sight, reducing visual impact from key approach points.

- Through-movement configuration limits reversing.
- Uses the Bluff Road alignment, which is already established as a vehicle corridor.
- Direct outbound exit supports efficient return from deployment.
- Landscape setback and screening reduce (though do not resolve) visual impact.
- Building integration with the loop path supports some continuity of public realm through trail opportunities.

- Introduces permanent road infrastructure within an area planned as open public realm and shared landscape space.
- Displaces existing and planned parking functions, including those supporting recreational use.
- Creates overlap between vehicular movement and pedestrian activity within a publicly accessible area.
- Establishes built form within a space intended to remain visually open and landscape-dominated.
- Requires formalisation of circulation patterns that reduce flexibility for future public realm outcomes.



Access is proposed via Oyster Avenue without formalising the road. This would require removal of the gazetted road status, involving a separate statutory approvals process. A building setback would also be required to reduce encroachment and minimise impacts on adjacent road function during deployment and pack-down.

- Retains the informal character to rear of Oyster Avenue rather than formalising it as a sealed road.
- Limits site movement within the main Bluff reserve.
- Building location allows operational access directly from Oyster Avenue to Jagger Road.
- Avoids the extent of road infrastructure introduced in Options 1–4.
- Provides high operational efficiency.

- Relies on removal of gazetted road status, introducing statutory uncertainty and approval risk.
- Does not provide a fully formalised and reliable access arrangement for emergency response.
- Creates ambiguity between public and operational access within a shared movement corridor.
- Maintains dependency on adjacent road infrastructure for manoeuvring and access.
- Introduces uncertainty in long-term access rights and operational clarity.

10.2. Arts and Culture Grant Program - 2026/27 Assessment

Committee: Ordinary Council Meeting

Meeting Date: 28 September 2026

Report Author: Kate O'Donoghue

RECOMMENDATION

1. That Council grant $2,000 in cash and $315 of in-kind to Tom Darling to support 'The Sound and the Furry'.
2. That Council grant $1,800 in cash to Mia Petrou to support the Silver Ring Making Workshops.
3. That Council grant $1,000 in cash and $284 of in-kind to the Feast Festival to support the regional tour of 'My Grandpa Doesn't Follow Me on Instagram'.
4. That Council grant $2,800 in cash to Care Vaughan to support Arts for Hearts.
5. That Council grant $1,800 in cash to Adriel Booker to support the Found Creative Series.
6. That Council decline the Arts and Culture Grants Program application from Emiko Artemis for Stories of Home.
7. That Council decline the cash component of the application from Grant Petras on behalf of the South Coast Camera Club for the South Coast Annual Photographic Exhibition.
8. That Council decline the application from Mark Nethercott for Victor Harbor High School installation of a permanent fire pit within the school amphitheatre.
9. That Council decline the application from Jo McLay for Victor Harbor Regional Gallery Development of a community tearoom and creative space linked to the Regional Gallery.

PURPOSE

The purpose of this report is to present the recommendations of the Arts and Culture Advisory Group, acting as the Assessment Panel, following its assessment of applications submitted under the 2026/27 Arts and Culture Grants Program.

BACKGROUND

The Arts and Culture Grants Program was introduced in 2016 as part of Council's commitment to the cultivation of a vibrant community culture.

One of the primary ways that Council supports and facilitates arts and cultural activity within the City of Victor Harbor is through the provision of targeted grant funding to artists, organisations, groups and collectives.

Through the program, Council seeks to support and provide opportunities for arts and cultural organisations, groups, collectives and individuals to deliver innovative creative arts and cultural activities; increase community participation in the arts; strengthen the identity and profile of arts and culture in Victor Harbor; and facilitate projects that contribute to public spaces and promote cultural vitality, creativity and connection within the city.

The Arts and Culture Grants Program has progressively attracted larger requests for funding. The program continues to be released annually and remains highly competitive, with applications assessed on merit against the endorsed selection criteria.

Through the 2026/2027 Annual Business Plan and Budget process the Council allocated $10,000 for the delivery of the Arts and Culture Grants Program, inclusive of cash and in-kind support.

The Council, through its endorsement of the terms of reference for the Arts and Culture Advisory Group, has delegated responsibility to the Group to assess applications received under the program, while providing recommendations to Council.

The guidelines supporting the program were resolved by the Council at its Ordinary Council meeting held Monday, 22 January 2024.

OC272024

Moved: Cr Angela Schiller

Seconded: Cr Carol Schofield

That Council endorse the Arts and Culture Grants Program Guidelines as provided at Attachment A.

CARRIED

Promotion of the Arts and Culture Grants Program was undertaken through Council's website, Coral Street Art Space website, direct email to local artists and organisations, Victor Viewpoint, the Arts and Events digital newsletter, and social media.

Applications for the 2026/27 Arts and Culture Grants round opened on 20 July 2026 and closed on 31 August 2026.

COMMENTARY

The 2026/27 Arts and Culture Grants Program received nine applications seeking support for a diverse range of arts and cultural initiatives. The applications represent a mix of long-established events, returning programs and new project proposals, reflecting both the ongoing strength of the local cultural sector and emerging creative opportunities within the region.

The assessment panel considered each application against the adopted assessment criteria, the available program budget and the anticipated cultural, community and strategic benefits of the proposed activities. In making its recommendations, the panel also considered the overall value of each project in contributing to Victor Harbor's cultural development objectives, community participation, visitor appeal and creative vibrancy.

Assessment Criteria

In accordance with the Arts and Culture Grants Guidelines, applications are assessed against the below assessment criteria, and in competition with other submissions received. While applications may score well against the criteria, this does not guarantee that all projects are funded, due to a limited funding pool.

The endorsed assessment criteria are as follows:

- The project will result in an innovative art practice that will assist in the art and cultural identity of Victor Harbor.
- The project will cultivate a vibrant community culture in Victor Harbor.
- The project will contribute positively to the Victor Harbor community and will result in more people experiencing and participating in the arts.
- The applicant has provided a clear budget and instils confidence that the project is likely to succeed.

All grant allocations are subject to each applicant adhering to the terms and conditions of the Arts and Culture Grants Program.

Panel Recommendations

The assessment panel reviewed all eligible applications against the adopted assessment criteria, while also considering the limited funding available through the 2026/27 Arts and Culture Grants Program. In developing its recommendations, the panel sought to achieve a balanced distribution of funding across a diverse range of arts and cultural initiatives, ensuring support for projects that demonstrate strong artistic, cultural and community outcomes.

The recommendations presented in this report reflect consideration of each project's alignment with the program objectives, anticipated community benefit, capacity to deliver meaningful cultural outcomes, and overall value to the Victor Harbor community. The panel also considered project viability, opportunities to leverage other funding sources and in-kind contributions, and the extent to which funding would enable or enhance project delivery.

The panel's recommendations are summarised in the table below, with commentary provided to support the rationale for each recommendation:

Applicant	Project	Short description	Grant Requested	Recommendation
Tom Darling	Short film production - "The Sound and the Furry"	Production of a six-minute short film to be filmed in Victor Harbor, with local cast and crew engagement and a planned premiere screening at Victa Cinema.	$5,000 cash $315 in-kind Cinema Hire	$2,000 cash $315 in-kind

Applicant	Project	Short description	Grant Requested	Recommendation
Mark Nethercott for Victor Harbor High School	Victor Harbor High School Fire Pit	Installation of a permanent fire pit within the school amphitheatre incorporating Ngarrindjeri artwork, language and cultural elements, to support reconciliation, cultural learning and community events.	$1,000 cash	Not recommended for funding
Mia Petrou	Silver Ring Making Workshops	Delivery of subsidised silver ring-making workshops at Coral Street Art Space to improve access to creative experiences and support development of more affordable workshop formats.	$2,200 cash	$1,800 cash
Katherine Sortini for Feast Festival	Feast Festival Regional Tour: My Grandpa Doesn't Follow Me On Instagram: A Guide To Trans-generational Road-Tripping	Presentation of a professional touring theatre performance at Victor Harbor Town Hall as part of the inaugural Feast Festival Regional Touring Circuit, including a post-show audience discussion.	$2,000 $284 in-kind Town Hall hire	$1,000 and in-kind Town Hall hire $284
Jo McLay for Victor Harbor Regional Gallery	Granite Tearooms (presented by the Victor Harbor Regional Gallery)	Development of a community tearoom and creative space linked to the Regional Gallery, supporting workshops, exhibitions, networking, volunteer development and community participation.	$500	Not recommended for funding
Care Vaughan	Arts for Hearts at Victor Harbor Artisan Market	Delivery of ten participatory arts sessions alongside the Victor Harbor Artisan Market, engaging local artists to facilitate a variety of accessible creative experiences for the community.	$4,000	$2,800
Emiko Artemis	Stories of Home: sharing history,	Community storytelling project collecting local residents' stories and	$2,000 cash and $154 in-kind	Not recommended for funding

Applicant	Project	Short description	Grant Requested	Recommendation
	connection and knowledge	reflections about Victor Harbor, with future plans to share and celebrate these stories through community-led outcomes.		
Grant Petras for South Coast Camera Club	South Coast Camera Club Inc: SCAPE - South Coast Annual Photographic Exhibition	Expansion of the annual photographic exhibition program through support for an emerging photographer exhibition and a guest speaker at the awards presentation event.	$2,000 cash. $2,214 in kind.	Not recommended for funding
Adriel Booker	Found Creative Series: A Year of Making & Creativity	A year-long program of creative workshops and gatherings across multiple disciplines, designed to increase community participation, creative confidence and connection.	$2,200 cash	$1,800 cash

Recommended Allocation of Grant Funds

Funding pool available (Arts and Culture Grants Program): $10,000

- Total cash recommended from Arts and Culture Grants Program: $9,400
- Total in-kind recommended from Arts and Culture Grants Program: $599

Funding recommendations for the 2026/27 Arts and Culture Grants Program: $9,999

The applications from Mark Nethercott on behalf of Victor Harbor High School for the Victor Harbor High School Fire Pit, Jo McLay for the Victor Harbor Regional Gallery for the Granite Tea Rooms and the Grant Petras for South Coast Camera Club request for in-kind Town Hall hire are encouraged to seek support through the Community Grants Program.

Considerations of the Panel

The panel's recommendations seek to balance support for artistic excellence, community participation and cultural development outcomes, while ensuring the limited funding pool is distributed in a manner that maximises benefit to the Victor Harbor community. The commentary below summarises the key considerations that informed the panel's recommendations for each application.

Panel Summary of Applications

Tom Darling - 'The Sound and the Furry'

The panel recognised 'The Sound and the Furry' as a locally led creative project with the potential to contribute to Victor Harbor's artistic and cultural identity through the development of new screen based work. The panel noted the applicant's emerging profile within the film industry and acknowledged the value of supporting local creative practitioners. The panel considered the project worthy of support and noted broader opportunities to support film and screen based creative industries in Victor Harbor.

Victor Harbor High School Fire Pit

The panel was supportive of the project's intent and recognised its strong community, educational and cultural outcomes. However, the panel considered the application to be more closely aligned with the objectives of the Community Grants Program than the Arts and Culture Grants Program. The panel therefore recommends that the applicant be encouraged to seek support through the Community Grants Program.

Silver Ring Making Workshops

The panel supported the proposed workshop series, noting its potential to provide hands-on arts participation opportunities and activate Council's cultural facilities. The project offers accessible creative experiences for community members while supporting the development of artistic skills. The panel considered the proposal to be a practical and achievable project with clear community benefit and strong alignment with the program's objectives.

Feast Festival Regional Tour

The panel recognised the value of bringing professional arts and cultural programming to Victor Harbor through an established organisation with demonstrated experience in event delivery. The proposal supports cultural diversity, community participation and regional access to high-quality artistic experiences.

Granite Tea Rooms (presented by the Victor Harbor Regional Gallery)

The panel considered the proposal and acknowledged its intention to create opportunities for community participation and creative engagement. However, members questioned the extent to which the proposed activities aligned with the objectives of the Arts and Culture Grants Program, noting that aspects of the project appeared more strongly focused on business activation and community gathering than on the development of artistic outcomes. On this basis, the panel recommends that the applicant be encouraged to seek support through the Community Grants Program.

Arts for Hearts

The panel was supportive of the proposal, recognising its strong community engagement focus, opportunities for participation across multiple activities, and capacity to support local artists and creative practitioners. The project demonstrates broad community reach and aligns strongly with the program's objectives of increasing participation in arts and cultural activities. The panel also

noted that Council support would assist the applicant in leveraging additional funding opportunities and strengthening the overall project outcomes.

Stories of Home

The panel acknowledged the applicant's artistic credentials and the project's intention to engage with community stories and local identity. While members recognised the potential cultural value of the concept, they considered that further project development was required to clearly articulate the proposed artistic outcomes, project scope and delivery methodology. The panel noted that a more defined project plan would strengthen future applications.

South Coast Camera Club

The panel acknowledged the project's intent to provide learning opportunities and artistic development for photography enthusiasts. However, members sought greater clarity regarding the proposed facilitators, workshop leaders and anticipated community outcomes. The panel noted the importance of demonstrating broader public benefit, opportunities for local participation and stronger alignment with the assessment criteria relating to community access and artistic development. The panel recommends that the applicant be encouraged to seek in-kind support for Town Hall hire fee through the Community Grants Program.

Found Creative Series

The panel recognised the proposal's commitment to delivering ongoing creative workshops and opportunities for community participation throughout the year. Members were supportive of initiatives that encourage creative skill development and cultural engagement.

RISK ASSESSMENT

The following risks have been assessed in line with Council's Risk Management Framework and Policy:

Legal and Compliance - With a capped annual funding pool, the application process is competitive and it is likely that some applications may not be funded, resulting in disappointment. This risk is mitigated through the provision of considered guidelines and advisory support provided to applicants by Council. This risk is assessed as ***low***.

Reputation - There is a risk that grant recipients do not use the funds for the approved purpose. This risk is mitigated through the grant agreement, payment and acquittal processes. Applicants are required to confirm that they have read and understood the program guidelines and that the information provided in their application is accurate and complete to the best of their knowledge. Successful applicants must also complete a grant acquittal form, which includes reporting and evidence requirements relating to the use of grant funds. Applications are assessed against the criteria stated in the program guidelines. This risk is assessed as ***low***.

REFERENCES

City of Victor Harbor Community Plan 2030

Aspiration 2 - We have a culture of innovation, collaboration and creativity

- Objective 2.1 - Cultivate art and culture in our community

Other references used:

- Culture Strategy - Arts and Heritage 2022-2027
    - Key Initiative 6 - Support, partnerships and promotion
    - Action - Provide Arts and Culture, Community Grants and Youth Development Grants to support arts and 'cross industry' initiatives.

BUDGET IMPLICATIONS

There are sufficient funds in Project #100005 (*Arts and Culture*) for the purpose of awarding the recommended2026/27 Arts and Culture Grants..

No additional funds are required.

CONSULTATION

Arts and Culture Advisory Group

Manager City Activation - Mark Przibilla

ATTACHMENTS

Nil

10.3. Major Festivals and Events Grant Program - 2026/27 Assessment

Committee: Ordinary Council Meeting

Meeting Date: 28 September 2026

Report Author: Stacey Richardson

RECOMMENDATION

1. That Council grant $3,000 in cash and $1,000 of in-kind venue hire support to Delfos Holistic Health & Fitness to support the Sid James Victor Harbor Triathlon & Victor226.

2. That Council grant $4,000 in cash and $3,500 of in-kind traffic management support to the Rotary Club of Victor Harbor to support the Victor Harbor Christmas Pageant and Carols

3. That Council grant $2,500 in cash and $500 of in-kind marketing support to Josh Morphett to support Space Jams.

4. That Council grant $2,000 in cash and $500 of in-kind marketing support to Fleurieu Food to support the 2027 Fleurieu Food Festival, with a pre-budget commitment for the 2027/28 financial year budget.

5. That Council grant $3,000 in cash and $500 of in-kind marketing support the organisers to deliver South Coast Wipeout.

6. That Council grant $2,000 in cash and $1,500 of in-kind venue hire support to Events & Festivals Australia to support the Victor Harbor Valhalla Festival.

7. That Council grant $4,000 in cash to Care Vaughan to support the Victor Harbor Fringe Festival.

8. That Council grant $3,000 in cash and $1,000 of in-kind venue hire support to Great Southern Runs to support the Victor Harbor Half Marathon.

9. That Council decline the application from Crime Scene Oz to support Crime Scene Victor Harbor.

10. That Council approve a transfer of $6,500 from Project #100087 (*C&D Admin*) to Project #100080 (*Festivals and Events*) to support the recommended grant applications.

PURPOSE

The purpose of this report is to present the recommendations of the Major Festivals and Events Grants Program Assessment Panel following consideration of applications received for the 2026/27 Major Festivals and Events Grants Program.

BACKGROUND

The grants program forms part of efforts by Council to excite interest in the community to develop and initiate major festivals and events that add economic and social vitality to the City of Victor Harbor.

The Major Festivals and Events Grants Program has structured and streamlined the application process for events seeking Council's support, while increasing competition that aims for a more effective and strategic use of Council's resources.

Subject to the adoption of the 2025/26 Annual Business Plan and Budget, Council resolved the following at its 24 June 2024 meeting:

OC1772024

Moved: Cr Marilyn Henderson

Seconded: Cr Nick Mckenzie

That Council adopts the updated Major Festival and Events Grant Program Guidelines as provided at Attachment E.

CARRIED

OC1762024

Moved: Cr Angela Schiller

Seconded: Cr Nick Mckenzie

That Council appoint Cr Henderson and Cr Schofield to the Festivals and Events Grants commencing on Tuesday, 25 June 2024 and concluding at the periodic elections in November 2026.

CARRIED UNANIMOUSLY

The Major Festivals and Events Grants Program Assessment Panel comprised:

- Cr Marilyn Henderson
- Cr Carol Schofield
- Stacey Richardson, Festival and Events Officer
- Kate O'Donoghue, Team Leader Cultural Development

Promotion of the 2026/27 Major Festivals and Events Grants Program was undertaken through local media, Council's website, and broad email distribution networks. Information was also provided directly to groups that had previously received sponsorship funding from Council or had expressed prior interest.

Applications for the 2026/27 Major Festivals and Events Grants Program opened on 20 July 2026 and closed on 31 August 2026.

COMMENTARY

The 2026/27 program received nine applications for consideration. The applications include a mix of long-established events, returning events, and new event proposals. The assessment panel considered each application against the adopted assessment criteria, available budget and the overall strategic value of each event to Victor Harbor.

As part of broader event planning considerations, administration contacted Face to Face Touring to enquire whether there was any indication that the Red Hot Summer Tour may return to Victor Harbor during the coming financial year. The organisers have advised Council that plans for the event to return to Victor Harbor are unconfirmed at this stage. Any future proposals would need to be considered independently of the grant program budgetary allocation.

Eligible Events

The Major Festivals and Events Grants Program supports major events taking place in Victor Harbor throughout the year, however events held in off-peak periods are strongly encouraged to apply. The program supports events that attract more than 500 people (participants and spectators combined), with at least 50% of attendees coming from outside the Victor Harbor region.

Eligible applicants:

- Must be not-for-profit, properly constituted and incorporated under the Associations Incorporation Act (1985) or have another comparable legal status. This could be an incorporated sporting club, a registered charity with the Australian Charities and Not-for-profits Commission (ACNC) or an educational organisation,

OR

- A business with an ABN

In addition, the applicant:

- Must have appropriate public liability insurance.
- Must have been operating for more than 12 months.
- Must have satisfactorily acquitted previous grants from the City of Victor Harbor.
- Can not have outstanding debts with the City of Victor Harbor.

Assessment Criteria

In accordance with the Major Festivals and Events Grants Guidelines applications are assessed against the following criteria and in competition with other submissions received. While applications may score well against the criteria, the panel will look at the application in a holistic sense meaning that funding cannot be guaranteed.

Criteria	Consideration
Economic Benefit	The extent to which the event provides a measurable economic benefit to the City of Victor Harbor and supports local businesses. Supporting evidence will be highly advantageous.
Visitation	The ability of the event to activate spaces in the city and attract and grow visitation, overnight stays throughout the year and grow participation.
Promotion of Victor Harbor	The extent to which the event proposes to promote Victor Harbor as a tourism destination. The extent to which the event aligns with the Victor Harbor Destination Brand.
Community Activation	The degree to which the event assists in the development of a strong and resilient community and increases participation in the community of all ages, abilities and means.
Accessible and Inclusive Events	The extent the event meets equitable access and inclusion standards.
Environmentally Friendly	The degree to which the event employs environmentally sustainable practices
Financial Sustainability	The degree to which the event and/or organisation is financially viable and is sustainable with or without City of Victor Harbor sponsorship funding in future years.

All grant allocations are subject to each applicant adhering to the terms and conditions of the Major Festivals and Events Grants Program.

Panel Recommendations

The assessment panel has reviewed all applications received against the adopted assessment criteria. In addition to this, the panel placed a strong emphasis on ensuring the equitable distribution of Council funds.

The recommendations presented in this report have been carefully balanced to reflect both the needs and benefits of each event. In making these recommendations, the panel considered the best return on investment for Council, taking into account economic impact, visitation, branding, and social/community benefits. This approach ensures funding is allocated in a fair and effective manner, maximising value for the community.

The panel's recommendations are summarised in the table below, with commentary provided that underpins the advice.

Applicant	Event	Attendance / Reach	Grant Requested	Panel Advice	2025/26 Grant Received
Delfos Holistic Health & Fitness	Sid James Victor Harbor Triathlon & Victor226	1,000	$5,000 cash and $1,000 in-kind	$3,000 cash and $1,000 in-kind venue hire	$3,000 cash and $1,000 in-kind venue hire

Applicant	Event	Attendance / Reach	Grant Requested	Panel Advice	2025/26 Grant Received
Rotary Club of Victor Harbor	Christmas Pageant & Carols	8,000	$5,000 cash and $3,500 in-kind	$4,000 cash and $3,500 in-kind traffic management	$4,000 cash and $3,500 in-kind traffic management
Josh Morphett	Space Jams	850	$3,000 cash	$2,500 cash and $500 in-kind marketing support	$3,000 cash
Fleurieu Food	Fleurieu Food Festival	1,400	$5,000 cash and $1,000 in-kind	$2,000 cash and $500 in-kind marketing support	$2,500 cash
South Coast Wipeout	South Coast Wipeout	2,000	$5,000 cash plus road closure support	$3,000 cash and $500 in-kind marketing support	New application
Crime Scene Oz	Crime Scene Victor Harbor	500	$10,000 cash and $5,000 in-kind	$1,000 cash and $500 in-kind marketing support	New application
Events & Festivals Australia	Victor Harbor Valhalla Festival	7,500	$2,000 cash and $1,500 in-kind	$2,000 cash and $1,500 in-kind venue hire	$2,000 cash and $1,500 in-kind
Care Vaughan	Victor Harbor Fringe Festival	2,500	$5,000 cash	$4,000 cash	New application
Great Southern Runs	Victor Harbor Half Marathon	7,000	$5,000 cash plus in-kind support	$3,000 cash and $1,000 in-kind venue hire	Nil - did not apply

Budget Recommendations

A total of nine applications were received under the Major Festivals and Events Grant Program, requesting $45,000 in cash funding and $13,500 in in-kind support, representing a combined funding request of $58,500. Following assessment, the panel has recommended $25,000 in cash funding and $8,500 in in-kind support, totalling $33,500.

Following the panel assessment, it has been identified that the application for Crime Scene Oz does not meet the eligibility requirements of the program. While the panel had recommended funding of $1,000 cash and $500 in-kind marketing support, the application was subsequently determined to be ineligible under the program guidelines and is therefore not recommended for funding.

In addition to the current round recommendations, Council has existing commitments under the Major Festivals and Events Program, including the annual sponsorship allocation for the Rotary Art Show valued at $5,000 cash and $3,500 in-kind support ($8,500 total), and the previously approved 2026 Fleurieu Food Festival allocation of $2,500 funded from the 2026/27 budget. The panel has also recommended that the 2027 Fleurieu Food Festival allocation of $2,000 cash and $500 in-kind support be approved and funded from the 2027/28 financial year budget, reflecting the event delivery date of August 2027.

Item	Total
Available Major Festivals and Events Budget (2026/27)	$34,000
Rotary Art Show Sponsorship Commitment	$8,500
Previously Approved 2026 Fleurieu Food Festival	$2,500
2026/27 Round 1 Recommendations	$32,000
Less 2027 Fleurieu Food Festival (to be funded from 2027/28 budget)	($2,500)
Total 2026/27 Funding Recommendation	**$40,500**
Funding Shortfall	**$6,500**

After accounting for these commitments, the total funding recommendations for 2026/27 exceed the available $34,000 Major Festivals and Events budget by $6,500. It is proposed that the $6,500 shortfall be offset from Project #100087 (C&D Admin) Community Grants.

The adopted 2026/27 Community Grant Program budget is $50,000. A total of $12,000 has been allocated to date. . In addition, $2,000 contribution towards the Community Bank Fleurieu Future Workforce Awards is being recommended in this agenda.

Should the proposed transfer of $6,500 be approved, the remaining unallocated Community Grants Program budget would reduce to approximately $29,500.

The proposed transfer would enable Council to support all panel recommendations while maintaining the funding commitments recommended under the Major Festivals and Events Program. This is considered appropriate given a number of the events recommended for funding also deliver broader community outcomes, including the Victor Harbor Christmas Pageant and Carols and the Rotary Art Show.

There is currently no confirmed Red Hot Summer Tour event for Victor Harbor in 2026/27. Any application or proposal received in future would need to be considered outside the grant program, with funds sought from other budget areas or new funding approved by Council.

Considerations of the Panel

A summary of the assessment considerations by the panel for each 2026/27 application is outlined below. The panel considered each application against the adopted assessment criteria, available budget, alignment with Council's strategic event outcomes, and the level of economic, tourism, community and promotional benefit likely to be generated for Victor Harbor.

Panel Summary of Applications

Sid James Victor Harbor Triathlon and Victor226

The panel recognised this as a long-established sporting event that delivers significant visitation, overnight stays and economic benefit to Victor Harbor. The event continues to perform strongly against tourism objectives and attracts participants and supporters from outside the region. Panel members noted that the previous event was affected by the algal bloom, which impacted participation and event outcomes. While the event is becoming more financially sustainable, the panel considered continued support appropriate given its contribution to the visitor economy and recovery from recent challenges. The panel also noted that future funding levels may be reviewed as the event matures further. The panel recommended $3,000 cash and $1,000 in-kind support.

Victor Harbor Christmas Pageant and Carols

The panel recognised the Christmas Pageant and Carols as a longstanding and highly valued community event that promotes strong local participation and community pride. The event successfully activates the town centre and foreshore and provides valuable opportunities for volunteers, community groups and local businesses to participate. The panel noted that the event has a stronger focus on community celebration than on attracting visitors and promoting the destination. The panel recommended $4,000 in cash and $3,500 in in-kind support.

Space Jams

The panel recognised Space Jams as a distinctive music and camping festival that contributes to the Fleurieu Peninsula's cultural vibrancy and destination appeal. The event has demonstrated consistent growth, strong family appeal and an established audience, attracting visitors who value the region's natural environment and creative experiences. Members acknowledged its success in showcasing the Fleurieu Peninsula and supporting regional tourism outcomes. However, discussion noted limited direct activation of the Victor Harbor township and therefore a reduced direct economic benefit to local businesses. The panel supported continued Council involvement through funding and promotional assistance to strengthen destination messaging and visitor outcomes. The panel recommended $2,500 cash and $500 in-kind marketing support.

Fleurieu Food Festival

The panel considered this a strong application with excellent alignment to Council's economic development, destination marketing and winter activation objectives. The festival has a proven delivery model and supports local producers, hospitality businesses and tourism operators while attracting visitors during a traditionally quieter period. Its collaborative regional approach and focus on local food experiences were viewed positively. The panel encouraged stronger Victor Harbor specific activations and greater participation from local businesses to maximise local economic benefit. Overall, the festival was recognised as an important contributor to winter visitation and regional promotion. The panel recommended $2,000 cash and $500 in-kind marketing support, noting previous funding levels and the value of Council led promotion.

South Coast Wipeout

The panel viewed South Coast Wipeout as a promising inaugural music festival that would diversify Victor Harbor's event offering and attract a younger visitor demographic. The proposal demonstrates strong planning, activation of the Victor Harbor Hockey Club (subject to the Club's

consent) and potential economic benefits associated with Easter visitation. As a first-year event, attendance projections and long-term viability remain untested, and the niche target market was acknowledged as a consideration. The panel supported assisting with establishment costs while balancing the risks associated with a new event. Overall, the event was considered a worthwhile investment with potential to become an ongoing fixture in the regional events calendar. The panel recommended $3,000 cash and $500 in-kind marketing support.

Crime Scene Victor Harbor

The panel supported the innovative true-crime tourism concept and recognised its potential to attract visitors through high profile presenters, media exposure and established podcast networks. The event provides a unique winter activation opportunity and broadens Victor Harbor's events offering. While the applicant requested support based on anticipated growth, the application forecasts attendance of approximately 500 people, which is at the lower end of the program's eligibility threshold, and the panel considered the funding request disproportionate to the current scale of the event. The panel encouraged a staged approach that allows the event to build audience demand and demonstrate long-term sustainability. The panel recommended $1,000 cash and $500 in-kind marketing support. However, following further administrative assessment, the application was determined to be ineligible under the Major Festivals and Events Program guidelines and is therefore not recommended for funding.

Victor Harbor Valhalla Festival

The panel considered Valhalla a unique niche event that adds diversity to Victor Harbor's events calendar and provides a distinctive visitor experience. Strong audience interest, increasing ticket sales and a growing profile were viewed positively. The event attracts visitors from within and outside South Australia and contributes to the city's reputation for hosting varied and memorable experiences. Discussion highlighted opportunities to improve operational planning, particularly around parking, transport and traffic management as attendance continues to grow. Overall, the panel considered the funding request reasonable and proportionate to the scale of the event and recognised its ongoing development. The panel recommended $2,000 cash and $1,500 in-kind venue hire support.

Victor Harbor Fringe Festival

The panel considered the Fringe Festival a strong cultural and community activation that enhances Victor Harbor's vibrancy during a quieter tourism period. The event creates opportunities for local artists, performers, makers and businesses while providing an inclusive and accessible experience for residents and visitors. The panel particularly valued the event's accessibility measures, community focus and activation of public spaces. The panel recommended $4,000 cash support in recognition of the event's cultural value, community benefits and growing destination appeal.

Victor Harbor Half Marathon

The panel acknowledged the Half Marathon as a highly successful and mature event that delivers substantial visitation, overnight stays and economic benefit to the region. Strong participant numbers, proven economic impact and extensive community involvement were highlighted as key strengths. The panel noted the event's demonstrated financial sustainability and ability to operate without significant reliance on grant funding. As a result, a reduced cash contribution was

considered appropriate while maintaining Council support through in-kind assistance. Continued partnership with Council was viewed as beneficial to the event's success and ongoing contribution to the visitor economy. The panel recommended $3,000 cash and $1,000 in-kind venue-related support.

RISK ASSESSMENT

The following risks have been assessed in line with Council's Risk Management Framework and Policy:

Reputation - With a capped annual funding pool, it is likely that some sponsorship applications will not be funded. This may result in stakeholder dissatisfaction and concerns regarding funding decisions. This risk is mitigated through the application of the Festivals and Events Sponsorship Program Guidelines, a transparent assessment process, and the provision of clear feedback to applicants. This risk is assessed as ***low***.

Approval of the recommendation will require the reallocation of $6,500 from the Community Grants Program budget allocation to the Major Festivals and Events Program, reducing the funding available for future Community Grants Program applications. As the Community Grants Program operates within a finite annual budget allocation, the proposed reallocation may reduce Council's capacity to support eligible community grant applications received later in the 2026/27 financial year. This may result in applications that meet the program's assessment criteria being unable to be funded due to insufficient budget availability. This may give rise to stakeholder concerns regarding the availability of community grant funding and Council's ability to achieve the intended outcomes of the Community Grants Program. This risk is assessed as ***medium*.**

Legal and Compliance - There is a risk that sponsorship recipients do not use the funds for the approved purpose. This risk is reduced through the Council staff maintaining an ongoing working relationship with event applicants, along with the requirement for submitting a post-event report within three months of the event completion. This risk is assessed as ***low***.

REFERENCES

City of Victor Harbor Community Plan 2030

Aspiration 1 - We are a caring, connected and active community

Other references used:

- City of Victor Harbor Festivals and Events Policy

BUDGET IMPLICATIONS

There are insufficient funds in Project #100080 *(Festivals and Events)* Grants for the purpose of awarding the recommended Major Festivals and Events Grants at a cost of $40,500. It is proposed that the shortfall of $6,500 be transferred from Project #100087 *(C&D Admin)* to Project # 100080 *(Festivals and Events).*

The 2026/27 Community Grants Program budget is $50,000. A total of $12,000 has been allocated to date. Council is also considering a separate report within this agenda recommending a contribution of $2,000 towards the Community Bank Fleurieu Future Workforce Awards from the Community Grants Program budget allocation.

Taking these commitments into account, approximately $29,500 would remain available within the Community Grants Program budget should all proposed allocations proceed.

There will be a nil effect on the total budget from these amendments.

CONSULTATION

Major Festivals and Events Grants Assessment Panel

Community Grants Assessment Panel

Acting Director Community and Development - Jodi Roberts

Manager City Activation - Mark Przibilla

ATTACHMENTS

Nil

10.4. Community Grant Application - Business Victor Harbor

Committee: Ordinary Council Meeting

Meeting Date: 28 September 2026

Report Author: Louise Hampel

RECOMMENDATION

That Council approve a one-off financial contribution of $2,000 to Business Victor Harbor towards the delivery of the Community Bank Fleurieu Future Workforce Awards to be held on 18 November 2026, subject to:

a. the City of Victor Harbor receiving naming rights to one award category;

b. the City of Victor Harbor being acknowledged as a supporter of the event in relevant promotional and event material; and

c. Business Victor Harbor providing Council with a post-event financial acquittal and summary of event outcomes.

PURPOSE

The purpose of this report is for Council to determine a request from Business Victor Harbor for $2,000 towards the inaugural Community Bank Fleurieu Future Workforce Awards.

The application was considered by the Community Grants Panel and referred to Council given Council's previous discussions and existing funding relationship with Business Victor Harbor.

BACKGROUND

Business Victor Harbor has applied for $2,000 under the Group stream of the Community Grants Program towards the Community Bank Fleurieu Future Workforce Awards.

The Community Grants Program operates as an ongoing, responsive program rather than a competitive funding round. Applications are considered individually against the program criteria while funding remains available.

Applications for funding between $1,000 and $2,000 are ordinarily assessed by the Community Grants Panel, with a recommendation made to the Chief Executive Officer or delegate for final determination. Applications over $2,000 are assessed by the Community Grants Panel with a recommendation made to Council.

The Community Grants Panel comprising:

- Cr Marilyn Henderson

- Cr Angela Schiller
- Manager Community Wellbeing
- Project Officer

The application was not supported by the Community Grants Panel. However, all Panel members agreed that it should go to Council for consideration given the nature of the existing relationship with Business Victor Harbor, Council's previous consideration of the Awards, and the organisation's broader funding position.

COMMENTARY

Business Victor Harbor is seeking $2,000 towards the inaugural Community Bank Fleurieu Future Workforce Awards, to be held at the McCracken Convention Centre on Wednesday, 18 November 2026.

The event will recognise apprentices, trainees, employers and mentors across the Southern Fleurieu through 11 award categories and a major Future Worker of the Year award. Its objectives are to promote apprenticeships and traineeships, encourage employers to invest in workforce development, strengthen relationships between employers and training providers and support the retention of skilled people within the region.

The Awards have been developed through a working group involving schools, training providers, employment organisations, government agencies, service clubs and private sector partners. Financial and in-kind support has been provided or is being sought from Business Victor Harbor, Community Bank Fleurieu, category sponsors and participating organisations. Ticket sales are also expected to contribute towards the cost of the event.

A copy of the application is provided at Attachment 1. Detailed event budget information has been provided separately to Council Members as supporting documentation.

Assessment against the Community Grants Program

The application has been assessed against the relevant Community Grants criteria as follows:

Assessment Criterion	Assessment	Commentary
Alignment with the Community Plan	Meets	The Awards support local workforce development, vocational pathways and retention of young people. There is particularly strong alignment with Community Plan Objective 3.1 to support initiatives that grow the economy, strengthen local businesses and retain people and jobs in Victor Harbor, and Objective 3.3 relating to attracting and retaining young professionals and families.
Long-term community benefit	Meets	The proposed benefit extends beyond the event itself through promotion of vocational pathways, employer participation in workforce development and stronger

Assessment Criterion	Assessment	Commentary
		relationships between employers, schools and training providers. Business Victor Harbor proposes to establish the Awards as an annual event and has identified measures to evaluate participation, reach and stakeholder feedback.
Other resources leveraged	Meets	The project has attracted significant sponsorship, anticipated ticket income and stakeholder support.
Cooperation with other organisations	Meets strongly	The Awards have been developed through a broad working group involving schools, training providers, employment organisations, government agencies, service clubs and private sector partners.
Clearly defined project and budget	Partially meets	The event, delivery timeframe and proposed evaluation measures are clearly described. The submitted detailed budget identifies total expenditure of approximately $43,000. The lower figure referred to in the application was a preliminary estimate prepared before all event costs and resource allocation were incorporated.
Project completed within required timeframe	Meets	The Awards are scheduled for 18 November 2026, with evaluation and financial acquittal proposed for December 2026.
Funding required for the project to proceed	Does not meet	Business Victor Harbor has confirmed that the event can proceed without the requested funding. The contribution would reduce Business Victor Harbor's financial contribution and assist with the quality and future sustainability of the event.
Previous/other Council funding	Requires consideration	Council provides Business Victor Harbor with annual funding under a three-year Collaboration and Grant Agreement for economic development and business engagement activities. The Awards have some connection to this funded role, particularly through employer engagement and workforce development. However, the event extends beyond the agreement's business-to-business focus through its recognition of apprentices, trainees and mentors and the involvement of education, training and community partners.
Availability of a more appropriate funding source	Requires consideration	The Awards have some connection to Business Victor Harbor's existing economic development role and could potentially have been considered through its existing funding arrangement, Council's annual budget process or a sponsorship arrangement.

Officer Assessment

The Future Workforce Awards are a worthwhile regional initiative with clear workforce and economic development objectives. The application demonstrates strong cross-sector cooperation, has attracted significant financial and in-kind support and supports vocational pathways and stronger relationships between employers, schools and training providers.

Business Victor Harbor has confirmed that the event can proceed without the requested funding. This reduces the demonstrated financial need for a Community Grant. Council also provides annual funding to Business Victor Harbor under a three-year Collaboration and Grant Agreement for economic development and business engagement activities that have some connection to the Awards.

The Awards are not, however, fully encompassed by the existing agreement. Their focus extends beyond business-to-business programming to recognising apprentices, trainees, employers and mentors and bringing together education, training, community and industry partners.

Council's relationship with Business Victor Harbor is an established partnership directed towards supporting the local economy and business community. Within that broader relationship, the Awards provide an opportunity to support workforce development, recognise local achievement and strengthen links between employers and the region's education and training sector.

On balance, a one-off contribution of $2,000 is recommended. While the request demonstrates limited financial need when considered solely through the Community Grants Program, the contribution is reasonable in the context of the initiative's broader regional value and Council's established partnership with Business Victor Harbor. If the contribution is supported, Council should receive naming rights to an award category and appropriate acknowledgement in recognition of its contribution.

Given the event's sponsorship model and Council's broader relationship with Business Victor Harbor, any future request should be considered through the funding, partnership or sponsorship process most appropriate to the proposal.

RISK ASSESSMENT

The following risks have been assessed in line with Council's Risk Management Framework and Policy:

Financial Management - Approval of the application will reduce the funding available for community grant applications received later in the financial year. The program operates on an ongoing basis until the available budget is exhausted, with expenditure monitored throughout the financial year. This risk is assessed as ***low***.

Reputation - Providing additional funding to an organisation that already receives annual Council funding may be perceived as inconsistent or inequitable by other Community Grants applicants. This risk is mitigated by the assessment of the application against the program criteria, consideration of the existing funding relationship and limiting the contribution to the 2026 event without creating an expectation of ongoing funding. This risk is assessed as ***low***.

REFERENCES

City of Victor Harbor Community Plan 2030

Aspiration 2 - We have a culture of innovation, collaboration and creativity

- Objective 2.3 Establish and maintain strategic regional, state and national relationships
- Objective 2.4 Encourage initiatives that support learning, information sharing and new ways of doing

Aspiration 3 - We manage growth and change responsibly

- Objective 3.1 Support initiatives that grow the economy, strengthen local businesses, and retain people and jobs in Victor Harbor
- Objective 3.3 Attract and retain young professionals and families in Victor Harbor for long-term demographic sustainability

Other references used:

- City of Victor Harbor Community Grant Program Guidelines

BUDGET IMPLICATIONS

There are sufficient funds in Project #100087 (*C&D Admin*) Community Grants Program to provide a contribution of $2,000 towards the Community Bank Fleurieu Future Workforce Awards.

The 2026/27 Community Grants Program budget is $50,000. A total of $12,000 has been allocated to date.

Council is also considering a separate recommendation in this agenda to reallocate $6,500 from the Community Grants Program budget to the Major Festivals and Events Program.

Taking these commitments into account, approximately $29,500 would remain available within the Community Grants Program budget should all proposed allocations proceed.

No additional funds are required.

CONSULTATION

Acting Director Community and Development - Jodi Roberts

Manager City Activation - Mark Przibilla

ATTACHMENTS

Attachment 1 - Business Victor Harbor Community Grant Application

Attachment 1 - Business Victor Harbor Community Grant Application

View results

Respondent
9 Anonymous

31:11
Time to complete

Grant Stream

What grant stream are you applying for? *

- ○ **Individual** – up to $400 for individuals to support professional development (in areas such as Sports, the Arts, Academia or Community Participation and Leadership) and/or participation in regional, national or international level competitions.
- ○ **Individual** – up to $1000 for the reimbursement of Development Application fees for heritage-listed buildings with the City of Victor Harbor.
- ◉ **Group** – up to $2000 to support Community Organisations or not-for-profits deliver projects that help meet the strategies and priorities in Council's Community Plan.
- ○ **Group** – up to $150 to support Community Groups with events that celebrate and recognise volunteers. The funding limits for these activities are - $50 - up to 10 volunteers, $100 - 11-20 volunteers and $150 - 20+ volunteers.

Applicant Details (Group)

Name *

Reese Adams

Group / Organisation Name (if applicable):

Business Victor Harbor

Address *

2/23 Victoria St, Victor Harbor SA 5211

Postal Address *

PO Box 1281, Victor Harbor, SA 5211

Contact Phone Number *

[redacted]

Contact Email Address *

members@businessvictorharbor.com.au

Australian Business Number (ABN) *

19578009571

Are you registered for GST? *

- (●) Yes
- ( ) No

Is your group incorporated? *

- (●) Yes
- ( ) No

When was your group established? *

1999

Eligibility Check - Applicants (Groups)

This section must be complete to ascertain whether you are eligible for funding.

Applicants must be one of the following to be eligible for the community grants program. Select relevant *

- (●) Not-for-profit, properly constituted and incorporated under the Associations Incorporation Act (1985)
- ( ) Incorporated sporting club
- ( ) Registered charity with the Australian Charities and Not-for-profits Commission (ACNC)
- ( ) Educational organisation
- ( ) None of the above

Has the organisation been operating longer than 12 months? *

- (●) Yes
- ( ) No

Has the organisation/applicant satisfactorily acquitted all previous City of Victor Harbor grants? *

- (●) Yes
- ( ) No

Does the organisation/group have any outstanding debts with the City of Victor Harbor? *

- ( ) Yes
- (●) No

Does the organisation/group have current Public Liability Insurance (minimum of $20 million)? *

- (●) Yes
- ( ) No

Does the application hold a gaming machine licence? *

- ( ) Yes
- (●) No

Eligibility Check - Projects (Groups)

This section must be complete to ascertain whether you are eligible for funding.

Has your project/s commenced or already been completed? *

- ( ) Yes
- (●) No

Are you seeking reimbursement of funds that have already been spent? *

- ( ) Yes
- (●) No

Is the project primarily for fundraising purposes? *

- ( ) Yes
- (●) No

Are you seeking funds for costs associated with ongoing operations, such as but not limited to salaries, rent, electricity, water, general small maintenance and administration? *

- ( ) Yes
- (●) No

Project/Activity/Event Details (Group)

Project/Activity/Event Name *

Community Bank Fleurieu Future Workforce Awards

Project/Activity/Event Description and Plan *i.e. what are you proposing to do and how are you proposing to do it?* *

The Fleurieu Future Workforce Awards is an inaugural regional awards and celebration event, presented by Business Victor Harbor, recognising apprentices, trainees, employers and mentors across the Southern Fleurieu region.

The event will be held on Wednesday 18 November 2026 at a venue in Victor Harbor, with an attendance of 150 - 200 guests. Tickets are priced at cost to cover meal and venue expenses only. There is no profit component for Business Victor Harbor or any other organisation involved.

The event features 11 award categories and one major headline award, celebrating apprentices and trainees at every stage of their journey, from first year through to newly qualified. Categories include recognition for First Nations apprentices and trainees, women in trades, school-based apprentices and trainees, employers and mentors. The headline award, the Fleurieu Future Worker of the Year, is selected from category winners on the night.

Planning and delivery involves a broad working group of regional stakeholders, including secondary schools, group training organisations, registered training providers, community service clubs, Community Bank Fleurieu and Business Victor Harbor. Nominations will be open to the public from 1 October 2026 and close 30 October 2026. An independent judging panel drawn from Rotary Victor Harbor, Zonta and Community Bank Fleurieu will assess nominations and select winners.

The event is designed to become an annual fixture on the Southern Fleurieu calendar, building in reach and prestige each year. By publicly celebrating vocational pathways and the people who support them, the Awards aims to promote apprenticeships and traineeships as genuine first-choice careers for young people in our region, while encouraging more local employers to invest in the next generation of workers.

Detail anticipated project dates such as commencement, relevant milestones and completion. *

Project commencement: June 2026 (concept development and stakeholder working group established)

Nominations open: 1 October 2026

Nominations close: 30 October 2026

Judging period: November 2026

Awards event: Wednesday 18 November 2026

Post-event evaluation and financial acquittal: December 2026

How does the organisation propose to evaluate the impact and success of the project? *

Success of the Community Bank Fleurieu Future Workforce Awards will be evaluated against the following measures:

Number of nominations received across all categories, with a target of at least four nominations per category in Year 1.

Event attendance against the 150-200 goal.

Number of organisations, schools and training providers represented among nominees and attendees.

Media coverage generated, including local press, radio and social media reach.

Post-event survey distributed to attendees, nominees, sponsors and working group members, measuring satisfaction, community impact and likelihood of participating again in Year 2.

Financial acquittal confirming the event was delivered within budget and that ticket pricing covered venue and meal costs with no profit generated.

A formal lessons learned report will be prepared following the event, informing the planning and delivery of the Year 2 awards.

Community Plan Alignment

What aspirations from Council's Community Plan does this project most align with?

What aspiration in Council's Community Plan does your proposal most align with? *

- (●) We are a caring, connected and active community
- ( ) We have a culture of innovation, collaboration and creativity
- ( ) We manage growth and change responsibly
- ( ) We protect and restore our environment
- ( ) We have services and infrastructure that meet our community's needs

Consider the objectives in Council's Community Plan in terms of their alignment with your proposal *

	Strongly Aligned	Somewhat Aligned	Not Aligned
Deliver community programs that facilitate social interaction and connection with community	◉	○	○
An inclusive community with opportunities for everyone	◉	○	○
Provide a variety of open space and recreation opportunities	○	◉	○
Improve the health and well-being of our community	◉	○	○
Vibrant community places and spaces are safe, welcoming and accessible	◉	○	○
Cultivate art and culture in our community	○	◉	○
Encourage, support and promote innovation and entrepreneurship	◉	○	○
Establish and maintain strategic regional, state and national relationships	◉	○	○
Encourage initiatives that support learning, information sharing and new ways of doing	◉	○	○
Support initiatives that grow the economy, strengthen local businesses, and retain people and jobs in Victor Harbor	◉	○	○
Preserve and celebrate Victor Harbor's rich and diverse history and heritage	○	◉	○

	Strongly Aligned	Somewhat Aligned	Not Aligned
Facilitate capacity to deal with emergencies and build community resilience	◉	○	○
Plan and provide for a range of community facilities to meet current and future needs	◉	○	○
Promote a clear, unique and consistent identity for Victor Harbor that can be leveraged to attract residents, visitors and investors	◉	○	○
Adapt to the impacts of climate change	○	○	◉
Facilitate access to health, education and community services	○	◉	○
Enhance the health and biodiversity of our natural environment through protection and active restoration	○	◉	○
Protect the health of our coastline, estuaries, waterways and catchments	○	◉	○
Create a more sustainable, energy efficient urban environment	◉	○	○
Educate the community to enhance awareness of environmental issues	○	◉	○

Explain your choices. *

Deliver community programs that facilitate social interaction and connection / Vibrant community places and spaces are safe, welcoming and accessible

The Awards brings together apprentices, trainees, employers, schools, training providers and community organisations from across the Southern Fleurieu in a shared celebration of local achievement. It is a genuine community gathering that connects people who might not otherwise be in the same room, held in the heart of Victor Harbor.

An inclusive community with opportunities for everyone

The Awards includes dedicated categories for First Nations apprentices and trainees and for women in trades. By publicly celebrating their participation and achievement, the event signals that vocational pathways are open to everyone in our community.

Improve the health and wellbeing of our community

Stable employment and a trade qualification are directly linked to financial security, mental health and family wellbeing. Supporting young people into apprenticeships and traineeships is an investment in the long-term health of our community, not just their careers.

Encourage innovation and entrepreneurship / Support learning and new ways of doing

The Awards promotes vocational pathways as a genuine first-choice career and creates a new model for celebrating trades and training in a regional context. Many qualified apprentices go on to start their own businesses, contributing directly to the local economy.

Grow the economy and retain people and jobs / Promote Victor Harbor's identity

A skilled local workforce is fundamental to a strong local economy. The Awards celebrates the trades and vocational careers available right here, encouraging young people to stay and build their futures in the region. An annual event of this kind also positions Victor Harbor as a forward-thinking community that invests in its people.

Establish strategic regional and state relationships

The Awards has been developed in collaboration with the Department of Employment and Workplace Relations, TAFE SA, Group Training Organisations and regional schools, establishing Victor Harbor as a leader in regional workforce development.

Facilitate community resilience / Sustainable and energy efficient urban environment / Plan for community facilities

A community's capacity to respond to emergencies, transition to renewable energy and maintain its infrastructure depends on having qualified tradespeople living and working locally. Electricians are needed to install solar and EV chargers. Builders are needed after bushfires and floods. Plumbers, construction workers and other trades underpin everything the community relies on. The Awards supports the pipeline of skilled workers that makes all of that possible.

Project/Activity/Event Assessment (Group)

Describe the long-term benefits the community will get from your proposal *

The Fleurieu Future Workforce Awards is designed to be an annual event, growing in scope and nominations each year. The long-term benefits to the community are:

A stronger pipeline of locally skilled workers. By celebrating and promoting apprenticeships and traineeships, the Awards encourages more young people to pursue vocational pathways and more employers to take on apprentices. Over time this builds a deeper pool of qualified tradespeople and skilled workers living and working in the Southern Fleurieu.

Retention of young people in the region. Young people who feel celebrated and connected to their community are more likely to stay. An annual event that publicly recognises their achievements sends a clear message that Victor Harbor values them and their contribution.

A shift in how the community values trades and vocational careers. One of the biggest barriers to apprenticeship participation is perception. The Awards works against the idea that university is the only worthwhile path after school, normalising trades and traineeships as careers to be proud of. That cultural shift takes time but it starts with events like this.

Stronger connections between employers, schools and training providers. The working group established to deliver the Awards brings together stakeholders who do not always work closely together. Those relationships will outlast the event itself and create ongoing collaboration around workforce development in the region.

A model that grows. Year 1 is intentionally modest. As the event builds a reputation, it will attract more nominations, more sponsors and more community participation, increasing its impact and reach each year.

What other resources (partnerships, funding or in-kind) have been leveraged to support the project? *

The Fleurieu Future Workforce Awards has attracted significant financial and in-kind support from across the regional and state community.

Business Victor Harbor is contributing between $10,000 - $15,000 in seed funding and operational support to establish the event in Year 1.

Community Bank Fleurieu has committed as the Headline Naming Rights Partner.

Confirmed category sponsors to date include Telstra, TAFE SA, Rotary Victor Harbor and SYC, with a number of additional organisations in active conversation. The Minister for Training and Skills is also considering support for the Awards.

Category sponsorships are not yet fully subscribed, and outreach is ongoing.

Beyond financial contributions, the project has been developed through an extensive working group of regional stakeholders who have contributed significant time and expertise at no cost. This includes representatives from secondary schools, group training organisations, registered training providers, service clubs and state and federal government agencies.

The independent judging panel will be drawn from community organisations including Rotary Victor Harbor and Zonta, contributing their time at no cost to the project.

How is the applicant demonstrating cooperation with other organisations to deliver this project? *

The Awards was developed through a formal working group convened by Business Victor Harbor, including representatives from Victor Harbor High School, Investigator College, Encounter Lutheran College, Goolwa Secondary College, TAFE SA, SYC, MAS National, Apprenticeship Support Australia, the Department of Employment and Workplace Relations, Community Bank Fleurieu, Rotary Victor Harbor, Zonta, the Southern Fleurieu Youth Network and the Fleurieu Study Hub. The working group has collectively shaped the award categories, judging framework, eligibility criteria and event structure, contributing their time and expertise at no cost to the project. The judging panel is drawn from Rotary Victor Harbor, Zonta and Community Bank Fleurieu, ensuring independent community ownership of the outcomes.

Describe the applicant's need for the funding *i.e. is this grant is required for the project to proceed.* *

Business Victor Harbor is a small not-for-profit Chamber of Commerce operating with limited reserves. While BVH has committed significant seed funding to establish the Awards in Year 1, the event budget of approximately $21,500 includes costs that will not be fully covered by sponsorship and ticket sales alone at this early stage. The grant funding of $2,000 is specifically sought to contribute to venue hire and winner prizes. These are fixed costs that must be committed and paid regardless of final ticket and sponsorship income, and they fall outside what ticket pricing at cost can reasonably cover. Without this funding, BVH would need to either reduce the quality of the event experience or carry the shortfall from its own limited operating reserves, placing pressure on an organisation that is simultaneously investing heavily in establishing this event as a long-term community asset. The grant is not the difference between this event happening or not. However, it is the difference between BVH being able to deliver it properly and being able to sustain the investment required to bring it back in Year 2.

Budget

What cash amount you are seeking from Council for this project? *

$2000

What in-kind amount you are seeking from Council for this project? (In-kind, requests can include waivers to Council venue hire / other council costs) *

Nil

What is the applicants cash contribution? *

Up to $10,000

What is the applicant's in-kind contribution? *i.e. the value of donated goods and services supporting this grant.* *

Up to $10,000

What other income sources has the applicant secured for this proposal? *

Sponsorship and ticket sales.

A full budget is required to be emailed to Council in order for the grant application to be considered. *

(●) Yes, I acknowledge that and will email before the closing date.

Is your project able to continue with partial funding? *

Yes

Is the full budget supported by quotes to justify the amount requested from Council? *

(●) Yes

( ) No

Electronic Funds Transfer Information – to be used to pay grant if successful

Organisation Name *

BUSINESS VICTOR HARBOR

ABN (Australian Business Number) *

19578009571

Address *

2/23 VICTORIA ST, VICTOR HARBOR SA 5211

Phone Number *

[redacted]

Email Address *

members@businessvictorharbor.com.au

Financial Institution Name *

[redacted]

Financial Institution Branch and Address *

VICTOR HARBOR, 138 HINDMARSH RD VICTOR HARBOR SA 5211

Account Name *

BUSINESS VICTOR HARBOR

BSB Number *

[redacted]

Account Number *

[redacted]

Authorisation *

I hereby verify that the information provided is correct and request that all payments be made by direct deposit to the above account. I have authorisation to provide this information on behalf of the organisation named above.

Date Authorised *

27/08/2026

Terms and Conditions

These conditions are that the applicant will:

1. Use the funds provided for the purpose outlined in the application and for the expenses listed in the application.
2. Seek Council's written approval to continue if there are any changes in the project and/or the budget.
3. Commence the project within six (6) months of the execution of the grant agreement.
4. Fully expended the funds within twelve (12) months of the execution of the grant agreement.
5. Obtain any required approvals and/or permission from the land/property owner or regulatory bodies or organisations (if applicable) before commencing the activity/project/event.
6. Where required, ensure that the event complies with all the relevant acts, codes, standards and applicable legislation, including, but not limited to, the Child Safety (Prohibited Persons) Act 2016, Disability Discrimination Act and Work Health and Safety Act 2012.
7. Comply with recognised Australian Standards and observe all federal, state, or local legislation, regulations and guidelines including any applicable public health and safety standards.
8. Acknowledge the City of Victor Harbor support in any material published in connection with a successful grant through this program.
9. Complete the designated acquittal process within two (2) months of the completion of the project and forward a copy to: grants@victor.sa.gov.au.
10. Pay all taxes, duties, and government charges in connection with the grant.
11. Obtain all necessary insurances relevant to this activity/project.
12. Indemnify and keep indemnified the City of Victor Harbor, its employees, and agents from and against all actions, costs, claims, charges, and expenses whatsoever which may be brought or made to claim against them out of or in relation to the activity/project/event.
13. Provide photographs of the activity/project, including description and written permission for Council to use them for promotional purposes.

Declaration for Terms and Conditions above. *

I certify to the best of my knowledge that the details provided are true and correct, I have read the City of Victor Harbor Community Grant Program Guidelines, I am authorised to sign on behalf of the organisation applying for funding under the City of Victor Harbor Community Grant Program and I agree to abide by all associated terms and conditions if the application is successful.

Representative Name *

REESE ADAMS

Date declaring *

27/08/2026

11. CORPORATE AND CUSTOMER SERVICE

11.1. Library, Records and Customer Service Performance Report 2025/26

Committee: Ordinary Council Meeting

Meeting Date: 28 September 2026

Report Author: Vicki Hutchinson

RECOMMENDATION

That Council receive and note the Library, Records and Customer Service Performance Report - 2025/26.

PURPOSE

The purpose of this report is to provide information about key customer service delivery statistics and performance against agreed standards for the 2025/26 financial year in the Library, Records and Customer Service functions.

BACKGROUND

Statistical information regarding customer related transactions (both internal and external customers), after-hours call centre services, customer service requests, library services and records management data are continuously gathered and collated into regular reports. A yearly summary report of this data, which features key statistical measures and performance indicators for the 2025/26 financial year, is provided at Attachment 1.

COMMENTARY

Council Customer Service

During 2025/26, 12,398 customers attended in-person and 18,685 phone calls were received by the customer liaison team. In comparison to the previous year, in-person visits increased by 10.2% and phone calls received increased by 6.4%.

Resolution rates where customer interactions are resolved at first point of contact with customer liaison averaged 96% at the front counter and 50% for phone interactions. In-person resolution rates lie within the Key Performance Indicator (KPI) range of greater than 90%. While the resolve rate of 50% for phone interactions is under the expected KPI of 60%, this is partially due to the change to the new Teams phone system, a shift to wrap-up data being included within the system, and new options around selecting wrap-ups for calls, which has taken time to adjust and find optimal timing. ('Wrap-up' is a data collection function within the new phone system).

The average wait time for customers who called our Customer Liaison Team via phone was 19 seconds, which exceeds the current KPI of 12 seconds. Again, with the move to a new phone system, these targets need to be adjusted for 2026/27 to reflect the way Teams phone systems operate, as they are different from the older handset technology.

Trending topics for the year included:

- Rates enquiries and payments
- Fire prevention
- Bins - exceptional circumstances and bin calendars
- Dogs and Cats Online (DACO) enquiries and payments
- Public consultation enquiries
- Weather events
- Customer service requests
- Election enquiries
- Red Hot Summer Concert - road closure enquiries.

Customer Service Requests System

A total of 5,676 customer requests were recorded during the period, an increase of 46% from the previous year. 94% of requests were resolved during the period. Operations, Public Safety and Open Space continued to account for the largest share of requests, which includes general enquiries, and service requests related to tree/vegetation trimming/pruning, fallen trees, illegal dumping, parking, potholes, parks and reserves, and road maintenance and stormwater.

Overall, 79.81% of service requests lodged in the system were completed within established service timeframes. From 1 July 2026, a short survey has been incorporated into completion messages for requests where the customer nominates to be contacted by email or text message. This feedback will be incorporated into future customer experience reporting, and where feedback is directly linked to a request, will be provided to related teams.

After-Hours Emergency Call Service

During 2025/26, the after-hours call service received a total of 499 calls. During the months of December and January, a total of 123 calls were received, the highest after-hours volume recorded for the year. The majority of after-hours calls related to lost or found dogs, or Environment and Infrastructure related issues. Our KPI of greater than 80% of calls answered within 30 seconds for this service was achieved for every month of the year. The Customer Liaison Team continues to regularly monitor and adjust information required for the after-hours call service to improve the customer experience.

Library Services

The library continued to experience high levels of visitation, with 129,620 visits for the 2025/26 period, an average of almost 3,000 visits per week and a 5.5% increase from the previous financial year.

From 1 July 2025, the library extended opening hours from 41 hours per week to 45.5 hours per week, opening at 9am instead of 9.30am during the week and extending Saturday hours from 9.30am-2pm. Over the first twelve months of operation, Saturday visitation has grown from 8,953 to 10,252 visits, an increase of 14.5%. Verbal feedback about the increased library hours has been positive, and the library is planning a short survey to seek customer perspectives regarding the change, towards the end of 2026.

Library membership grew by 5%, from 6,733 in 2024/25 to 7,066 members in 2025/26. This is the highest membership level achieved since the 2019/20 period.

213,402 physical items and 70,313 digital items were loaned during this period. Digital loans increased by 8.7% and now account for almost 24% of the 283,715 items borrowed during the period, while physical loans decreased by 4.9%. The library continued to perform well in key collection measures such as turnover and collection age.

More than 10,700 people attended over 1,190 programs and events held or hosted by the library throughout the period. Highlights included growing attendance in library early childhood programs, and the continuation of sustainability themed workshops and ongoing financial support from the Friends of the Victor Harbor Library to provide the majority of our programs and events free of charge to the community. The increase in digital literacy programs and the one-on-one assistance offered is a direct result of a grant provided by Telstra in partnership with Public Library Services. The programs have ranged from exploring AI to navigating the online world safely, and individual assistance has ranged from assisting with government forms online to setting up new phones and dealing with scams.

Records (Information Management)

Council has now fully moved records management to OneCouncil and the Enterprise Content Management (ECM) system. Since the move in October 2025, the number of document registrations into the system has increased by 58% to 130,976 in 2025/26.

Although some expected improvements in the reduction of emails and physical document creation were not fully achieved in 2025/26, as the system moves through its Optimisation Phase, more documents are expected to be registered automatically through system processes. This will assist in reducing the number of emails and physical documents requiring manual registration.

RISK ASSESSMENT

The following risks have been assessed in line with Council's Risk Management Framework and Policy:

Information - No risks have been assessed in relation to the report as it has been provided for information only and no formal decision of Council is required.

REFERENCES

City of Victor Harbor Community Plan 2030

Aspiration 1 - We are a caring, connected and active community

Aspiration 2 - We have a culture of innovation, collaboration and creativity

Aspiration 6 - We are a financially sustainable and well-governed organisation

Other references used:

- Community Satisfaction Survey Analysis Report 2025
- Australian Digital Inclusion Index
- Public Library Services Performance Indicators and Reporting Measures
- Public Library Services Statistics Reports and LibrariesSA Customer Survey Program Report 2025/26
- Australian Library and Information Association Standards and Guidelines for Australian Public Libraries 2021

BUDGET IMPLICATIONS

Excluding endorsed budgeted staff resources there are no budget implications in receiving and noting the 2025/26 Library, Records and Customer Service Performance Report.

No additional funds are required.

CONSULTATION

Director Corporate and Customer Service - Karen Rokicinski

Team Leader Customer Liaison - Suzy McKeand

Team Leader Library Customer Experience - Ben Poole

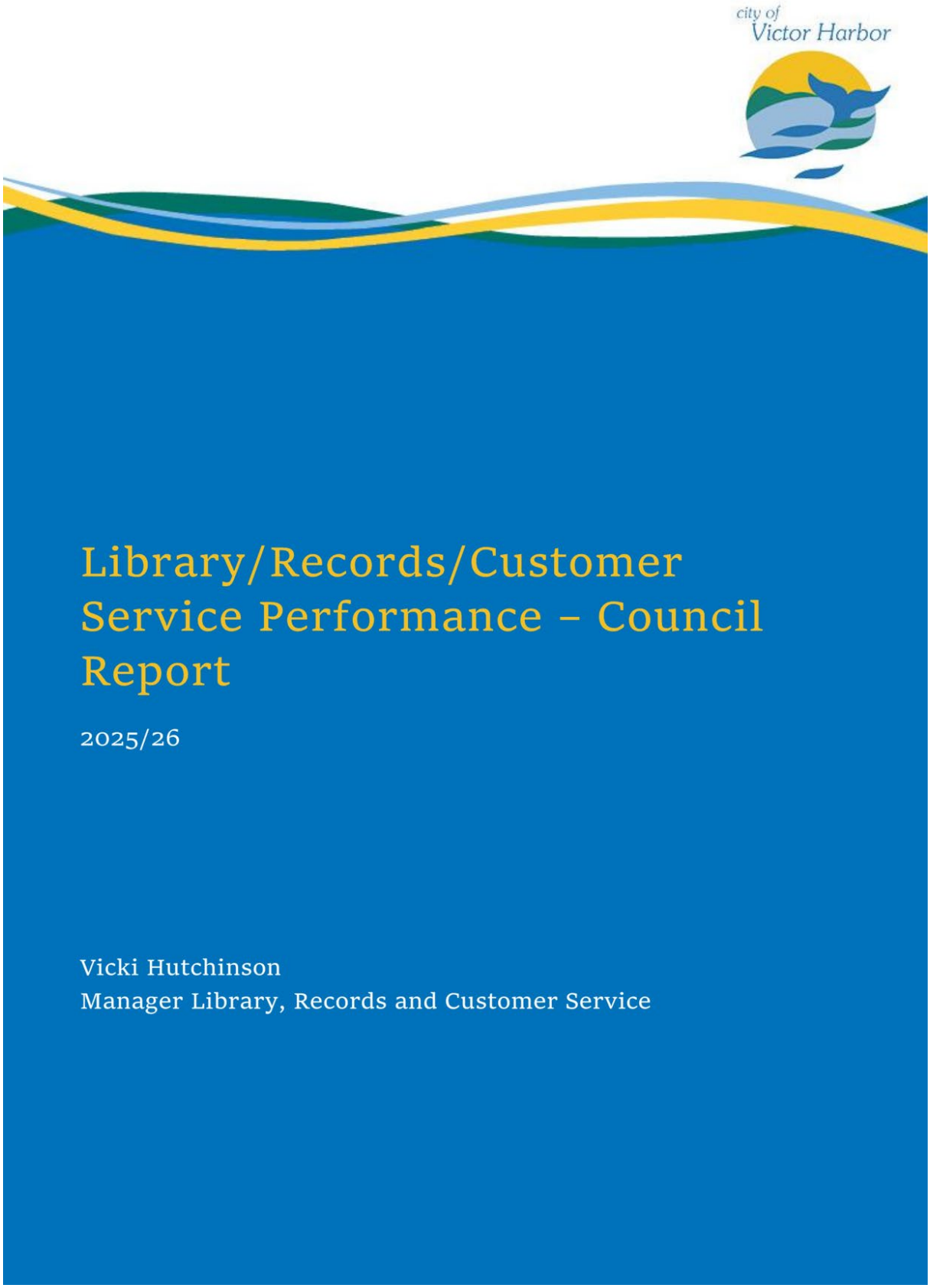
Team Leader Library Community Learning - Gabbie Nottle

Team Leader Records - Trish Bohnsack

ATTACHMENTS

Attachment 1 - Library, Records, Customer Service Report 2025/26

Attachment 1 - Library, Records and Customer Service Performance Report 2025/26



Summary

Overall, Library, Records and Customer Service Teams delivered strong performance in 2025/26 despite significant operational change and increased demand. Community customer service satisfaction met or exceeded prior-year benchmarks, library visitation rose to 129,620 and key activity measures remained above targets, while the transition to ECM increased registered records by 58% to 130,976 documents. Council customer service contacts increased by 10%, largely due to the OneCouncil implementation, which contributed to higher numbers of rates-related enquiries.

Priorities for 2026/27 are:

- to improve the OneCouncil customer experience
- refine call-handling performance measures and reporting
- strengthen records classification and training outcomes
- use new customer feedback and dashboard data to support continuous improvement

Following the September rating period, a cross-functional review will assess feedback from the first three OneCouncil rating periods and identify priorities, actions and timeframes to improve the customer experience.

In 2026/27, quarterly reports to Senior Management will provide updates on key performance measures and highlight significant matters relating to service delivery.

Key Measures Scorecard

Tracking our progress is essential to ensure we remain focused on providing exceptional and responsive services. We have been measuring key areas that reflect our ability to serve the community effectively, including customer experience, service delivery and service volumes.

2025/26 Key Measures Results

Status Key ▶ On Track ● Monitor ⚠ Off Track

COMMUNITY PLAN STRATEGIC PERFORMANCE INDICATORS	TARGET	RESULT	STATUS
Community satisfaction with Council's customer service: Overall satisfaction	Maintain at current level (57%) or increase	58% Very Satisfied/Satisfied	▶

Community satisfaction with Council's customer service: Response times	Maintain at current level (55%) or increase	59% Very Satisfied/Satisfied	▶
Community satisfaction with Council's customer service: Helpfulness and knowledge of staff	Maintain at current level (62%) or increase	63% Very Satisfied/Satisfied	▶
Community satisfaction with Council's customer service: Methods available to liaise with Council	Maintain at current level (57%) or increase	62% Very Satisfied/Satisfied	▶
Community satisfaction with library services	Maintain at current level (83%) or increase	82% Very Satisfied/Satisfied	●
Victor Harbor's digital confidence index score	Maintain at current level (7.25 per capita) or increase	7.35 per capita	▶

Note: Data gathered from Community Satisfaction Survey 2025 Analysis Report and the Australian Digital Inclusion Index

Customer Service

In-Person and Call Handling Customer Service

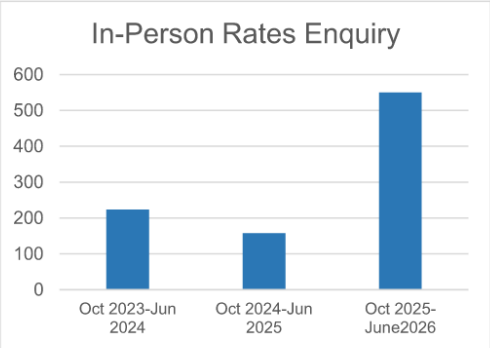
The Customer Service Team experienced a 10% increase in customer contacts during the financial year, including a 7.10% rise in in-person visits and a 3.15% increase in telephone call volume compared with the previous year. This growth was largely driven by the full implementation of OneCouncil in October 2025. Customers required additional assistance with rates enquiries and establishing online payments, while the removal of the Australia Post payment option led to more payments being made in person at the Council Office. Collectively, these system and process changes placed additional demand on Customer Service staff.

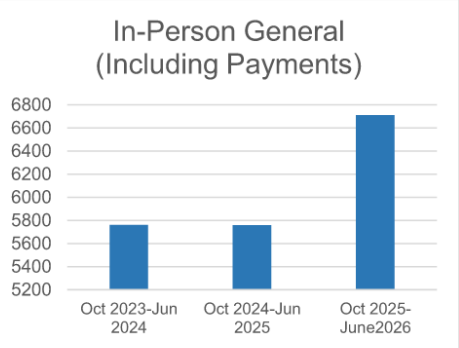
From the October 2025 go-live to June 2026 period, in-person rates-related enquiries increased by 248% compared with the corresponding period in the previous year. Over the same period, in-person payments rose by 16.5%, and rates-related phone enquiries increased by 43%. These results demonstrate the significant operational impact of the system transition on the volume and complexity of work handled by Customer Service staff.

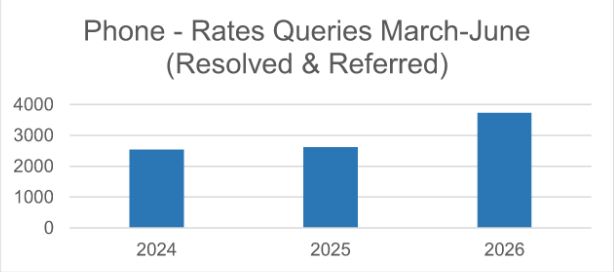
In response to the increased demand and customer feedback arising during the first two rating periods following the full implementation of OneCouncil, the team has provided additional resourcing to support process changes associated with the new system. This has assisted in

responding to the increased volume of in-person payments and telephone enquiries, while maintaining customer service standards.

To better understand the customer experience, the Manager Library, Records and Customer Service will bring together a representative group to review the first three OneCouncil rating periods, share feedback received from the team and customers to date, and identify priorities for improvement.

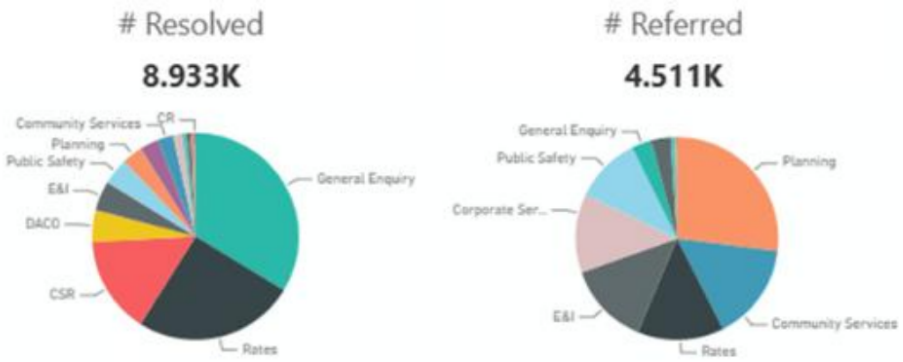






With the introduction of the new Teams phone system in July 2025 there has been a period of adjustment which resulted in an overall increase in wait times and abandoned calls for this period, reflected in performance measures. The Customer Liaison team are currently revisiting performance measures for call handling and will adjust to reflect new system capabilities. New reporting options have also become available such as call handling time and wrap up data collection.

Phone calls resolved and referred to departments 2025/26:



The after-hours emergency call service provider continues to perform well against agreed performance indicators. 499 calls were received during 2025/26, with the majority relating to lost or found dogs or Environment and Infrastructure matters. An average of 94% of calls placed to the after-hours service were answered within 30 seconds for this period, exceeding the target of greater than 80%.

Customer Requests System

A total of 5,676 customer requests were recorded during 2025/26, an average of 111 per week, of which 94% were resolved. Operations, Public Safety and Open Space continued to account for the largest share of requests. Consistent recording of request volumes and resolution outcomes now provides a stronger evidence base for monitoring service performance.

Overall, 79.81% of customer requests were completed within the established service timeframes. This measure enables performance to be assessed directly against the agreed service timeframes, providing a clear baseline for identifying areas of improvement. Request timeframes and measures are due for review by teams in 2026/27 and will be referred to Senior Management for approval.

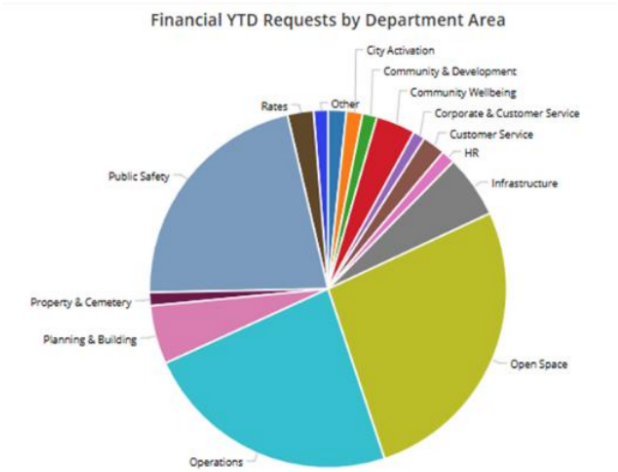
Reporting dashboards are available to all teams using the Customer Request system, providing timely analysis of request volumes and performance against expected service timeframes. Traffic-light indicators identify requests approaching or exceeding their due dates, while area-level summaries enable managers to monitor trends, address emerging delays and support greater accountability for meeting service standards.

Customer contact channels are also being measured to provide a more complete view of service demand. During 2025/26, 58% of customer requests originated from telephone calls, 26% from email and digital channels—including the localgov@victor.sa.gov.au email, Snap Send Solve and the My Local app—and 15% were lodged in person. From 1 July 2026, requests can also be submitted directly through Council's website, further improving the capture and analysis of customer interactions across service channels.

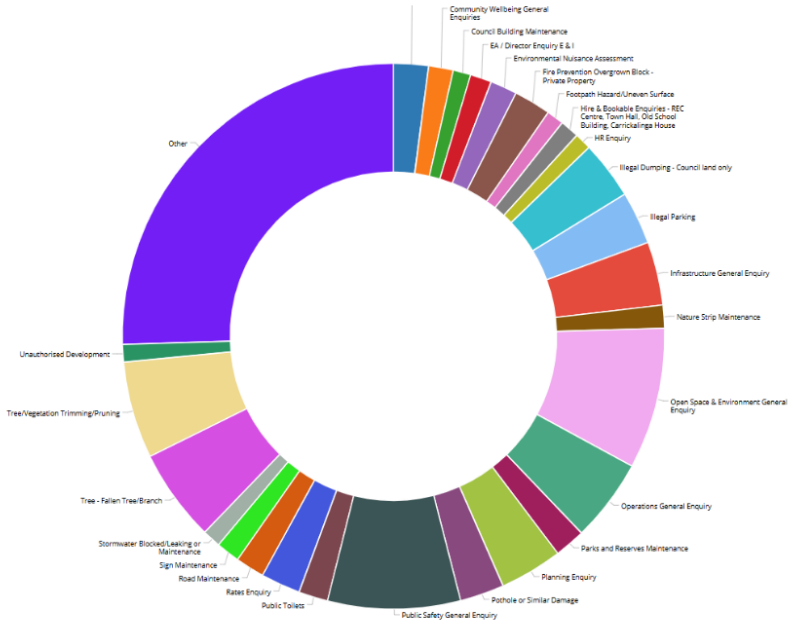
In addition, from 1 July 2026, a Voice of Customer survey has been incorporated into completion messages for requests where the nominated contact method is email or text message. Quarterly

reporting of this feedback will complement operational measures by capturing direct insights from our customers.

Where available, the Customer Liaison Team forwards direct customer feedback to the team responsible for the request outcome, identifying opportunities for process improvement suggested by customers and highlighting any appreciation received for the service provided. The results will help inform the development of new performance measures and agreed standards, strengthening Council's ability to evaluate delivery against the Customer Service Charter and target continuous improvement.



Customer Requests by Category:



Key Performance Measures

Status Key ▶ On Track ● Monitor ⚠ Off Track

CUSTOMER EXPERIENCE	TARGET	RESULT	STATUS
Customer requests	>80% responded to within service standards	79.81%	●
Walk-ins: Number of Customers	Reporting only	12,398 customers	▶
Walk-ins: Resolve Rate	Resolution target >90%	96% resolve rate	▶
Calls handled: Number of inbound calls	Reporting only	18,685 calls	▶
Calls handled: Calls resolved [1]	Resolution target >60%	50%	●

Calls handled: Calls referred	Resolution target <40%	25%	▶
Calls handled: Average ring+wait time [2]	12 seconds	19 seconds	●
Calls handled: Abandoned calls [3]	Reporting only - measure to be set	4% (988 calls)	●
Calls handled: Max. waiting time	2min	2min 59sec	⚠

Note [1]: 25% of calls did not have a wrap up selected as staff opt to receive incoming calls rather than spending time waiting for wrap up option to appear for selection. A solution has been requested to reduce wrap up time and ensure information collection is improved.

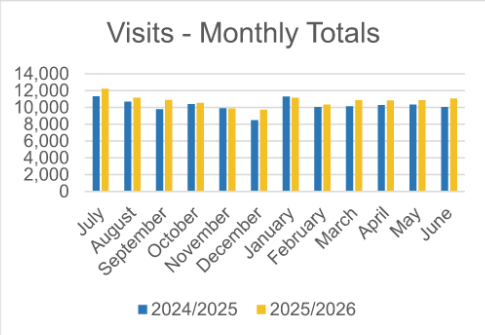
Note [2]: Ring+wait time – the Teams phone system has a ring time period where operators are unable to pick up a call until it presents to the queue, the target will be adjusted to reflect this additional waiting time in 2026/27.

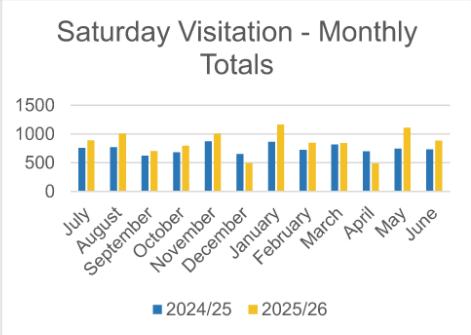
Note [3]: Abandoned calls – increased whilst system was being implemented. After waiting for 3 mins, customers now have the option to request a call back from the team.

AFTER HOURS CALLS	TARGET	RESULT	STATUS
After hours calls: Number of calls handled	Reporting only	499 calls	▶
After hours calls: Average wait time	<25 seconds	23.92 seconds	▶
After hours calls: Maximum wait time	<3 minutes	1.7 minutes	▶
After hours calls: % calls answered within 30 seconds	>80%	94%	▶
After hours calls: Calls abandoned	0	0	▶

Library Services

From 1 July 2025, the library extended opening hours from 41 hours per week to 45.5 hours per week. Over the first twelve months of operation, Saturday visitation has grown from 8,953 to 10,252 visits, an increase of 14.5%. Overall, library usage has increased by 5.5% to 129,620 visits. Verbal feedback about the increased hours from customers has been positive, and the library is planning a short survey towards the end of 2026 to seek customer perspectives of the change and customer outcomes to assess if any further options should be explored.





Library membership grew by 5%, from 6,733 to 7,066 members. During 2025/26, the library delivered 1,192 programs and events attended by more than 10,700 people. Although total loans fell slightly, digital borrowing continued to grow and accounted for almost 24% of the 283,715 items borrowed during the year.

Status Key ▶ On Track ● Monitor ⚠ Off Track

LIBRARY	TARGET	RESULT	STATUS
Number of library memberships (active within 3 years) – ALIA enhanced target	35-40% [1]	41.26% 7,066 active members	▶
Number of library visits	4 visits/capita [1]	7.6 visits/capita 129,620 visits	▶
Number of items borrowed (physical and digital collections including renewals)	To be set in 26/27 library planning process	283,715 items (213,402 physical, 70,313 digital)	●
Loans per capita (ALIA target)	6.0 loans/capita [1]	16.6 loans/capita	▶
Program and event attendance	.35 attendances/capita [1]	10,713 attendees .62 attendances/capita	▶

Number of programs/events delivered	Reporting only	1,192 programs/events	▶
Number of hours of digital assistance provided at service desk	Reporting only	126 hours	▶
Age of Collection (% of collection less than 10 years of age)	<10% [2]	3.81%	▶
Physical Item Turnover	2.0 loans/item[1]	4.76 loans/item	▶
Collection Size	1.6 items/capita[1]	1.7 items/capita 30,332 items	▶

Note: [1] ALIA (Australian Library and Information Association) targets from Standards and Guidelines for Australian Public Libraries 2021 and [2] Public Library Services target

Each year, customers across South Australia are asked about their library experiences as part of measuring outcomes for the SA Public Library Network. 98% of respondents reported a positive experience and 92% said they were happy with the services Victor Harbor Library offered.

PUBLIC LIBRARY SERVICES CUSTOMER SATISFACTION SURVEY MEASURE	TARGET	RESULT	STATUS
Net Promoter Score	>90% (90% 24/25)	89%	●
Library visit has provided customer with new ideas	>50% (63%)	59%	▶
A positive library experience	>90% (100% 24/25)	98%	▶
Satisfied with services the library offers	>90% (98% 24/25)	92%	▶
Received good customer service	>95% (100% 24/25)	97%	▶

Note: results provided by Public Library Services for customers who responded to statewide survey about their experience with Victor Harbor Library

Records (Information Management)

Council fully moved to ECM, its new records system, in October 2025. Since then, the number of documents registered into the records system across the organisation has increased significantly.

Compared with the final year of the previous system, document registrations increased by 58%. The monthly average rose from 6,900 documents to 10,914, with 130,976 documents registered in 2025/26.

Some expected improvements were not fully achieved in 2025/26. The number of documents received through the localgov email remained at around 2,500 to 3,500 each month, and the increase in documents created digitally was lower than expected. As the system moves through its Optimisation Phase, more documents are expected to be registered automatically via the system, helping to reduce the number of emails and physical documents requiring manual registration.

The team completed the annual disposal of physical records and a transfer of documents to State Records. This year, more than 500 boxes of historic development applications were reviewed and moved to long-term offsite storage.

Records training continued across the organisation through inductions, group sessions and one-on-one refreshers. A new induction process and training plan, introduced in early 2026, helps ensure all new employees receive the records and information management training they need. Further training will focus on helping staff choose the correct attachment types, which will improve classification accuracy and help meet performance targets.



Status Key ▶ On Track ● Monitor ⚠ Off Track

RECORDS	TARGET	RESULT	STATUS
Documents registered	Increase on previous year (83,001)	130,976 documents	▶

Document tasks created in ECM	Reporting only	33,861 (since Oct 2025)	
Overdue ECM document tasks (exceeding customer service charter standards)	<1% of tasks	0.8% 276 overdue business tasks	
Classification accuracy	>95%	92.4%	
Training completion rates	100%	97%	

Document reviewed by AI using CoPilot.

11.2. Temporary Community Event Sign Request - Port Elliot Show

Committee: Ordinary Council Meeting

Meeting Date: 28 September 2026

Report Author: Toni Carter

RECOMMENDATION

1. That Council approve the Southern Agricultural Society Inc. request to display a temporary community event sign on Council's approved Hindmarsh Road Community Event Sign Board to advertise the Port Elliot Show to be held on 10 and 11 October 2026.

2. That Council approve the Southern Agricultural Society Inc. requests to display temporary community event signs at approved locations within the City of Victor Harbor, advertising the Port Elliot Show, in accordance with the conditions of the Temporary Community Event Sign/Banner Procedure for a period of three years, provided there are no substantive changes to the format of the event.

PURPOSE

The purpose of this report is to seek Council approval for the Southern Agricultural Society Inc. to display temporary community event signs within the City of Victor Harbor in accordance with Council's Signage Management Policy for the Port Elliot Show for a further three-year approval period.

BACKGROUND

An application has been received from Southern Agricultural Society Inc. requesting approval to place temporary community event signage at approved locations within the City of Victor Harbor to advertise the Port Elliot Show to be held on 10 and 11 October 2026.

Council previously approved temporary community event signage for the Port Elliot Show for a three-year period at its Ordinary Council Meeting held on 22 August 2022. The current application has been submitted following the expiry of that approval period.

At its Ordinary Council Meeting held on 22 August 2022, Council considered a Temporary Community Event Sign Request for the Port Elliot Show and resolved:

OC3692022

Moved: Cr Carol Schofield

Seconded: Cr Marilyn Henderson

1. *That Council receive and note the Temporary Community Event Sign Request - Port Elliot Show report.*

2. *That Council approve the Southern Agricultural Society Inc. request to display signs, at approved locations within the City of Victor Harbor, advertising the Port Elliot Show as per the conditions of the Temporary Community Event Sign/Banner Procedure for three years providing that there are no substantive changes to the format of the event.*

CARRIED

The previous approval period has now expired and Southern Agricultural Society Inc. has submitted a new application seeking approval for temporary community event signage for the Port Elliot Show 2026 and subsequent years in accordance with Council's policy requirements.

COMMENTARY

A Temporary Sign booking has been lodged through Council's Temporary Event Sign Booking process (Booking ID 16557) by Southern Agricultural Society Inc. seeking approval to display a temporary community event sign at the Hindmarsh Road Sign Board for the Port Elliot Show 2026. A copy of the booking request is provided at Attachment 1.

Correspondence from Southern Agricultural Society Inc. supporting the application and providing additional information regarding the history, community benefit and regional participation associated with the Port Elliot Show has been provided to the Mayor and Elected Members and is provided at Attachment 2.

The Port Elliot Show is held in October each year at the Port Elliot Showgrounds, Cameron Street, Port Elliot. The Show commenced in 1869 and is affiliated with the Agricultural Societies Council of South Australia. The traditional agricultural show provides an opportunity for local agricultural producers, community groups, businesses and residents to come together to celebrate and promote the region's agricultural heritage. The event traditionally includes livestock exhibitions, produce displays, competitions, entertainment, community activities and educational opportunities for residents and visitors with live entertainment performed by local school groups, bands and choirs. This year the Port Elliot Show will be held on 10 and 11 October 2026.

The application seeks approval to display a banner on the Hindmarsh Road Community Event Sign Board. The submitted artwork has been provided as part of the application and the proposed sign dimensions of 1.8 metres by 0.9 metres are consistent with the existing community event signage infrastructure.

While the event is centred at the Port Elliot Showgrounds, the Port Elliot Show attracts participants and visitors from across the Fleurieu Peninsula, including Victor Harbor, Middleton, Goolwa, Currency Creek, Mount Compass and Port Elliot. The event has a strong community focus and contributes to the social and cultural fabric of the region.

The city of Victor Harbor has allocated six sites for local organisations to advertise upcoming community events. Council's Signage Management Policy states:

6.6.2 General Requirements

The sign must promote an upcoming community event, that is being held within the City of Victor Harbor or provide information on the activities of a community group based within the Council

area. These community event groups may be of a cultural, social, recreational or environmental nature. Advertising from commercial organisers will be limited to tourism and community interest events.

6.6.3 Events Outside of the Council Area

Signs advertising events or groups that are outside of the City of Victor Harbor will generally not be considered. However, where an event is being held outside the Council area there will be consideration for a maximum of two signs subject to compliance with the following:

- The event is to be held within close proximity of the Council boundary; and/or
- There is justifiable evidence that the City of Victor Harbor and its community will benefit from the event; and
- All other requirements of these Guidelines and all other relevant legislation are complied with; and
- Council resolution is obtained giving the event, or the organiser, approval. Where the event is regularly held outside of the City of Victor Harbor, the approval is valid for three (3) years providing there has been no substantive change to the format of the event.

Staff have assessed the application against the requirements of clause 6.6.3 and are satisfied that the event is held in close proximity to the Council boundary, delivers demonstrable benefits to the City of Victor Harbor community, and meets the requirements for a three-year approval period.

The Port Elliot Show continues to satisfy the intent of the policy by supporting community participation, regional tourism and local economic activity. Given the long-standing history of the event, its strong community participation and its alignment with Council's objectives of supporting community connection and local events, it is recommended that the application be approved.

RISK ASSESSMENT

The following risks have been assessed in line with Council's Risk Management Framework and Policy:

Reputation - The Port Elliot Show has been running for over 150 years with significant community and visitor participation. This risk is assessed as ***low****.*

Legal and Compliance - The Signage Management Policy provides for events held outside the Council area where specific criteria are met. A Council resolution provides the mechanism for approval of the signage request. This risk is assessed as ***low****.*

REFERENCES

City of Victor Harbor Community Plan 2030

Aspiration 1 - We are a caring, connected and active community

Other references used:

- City of Victor Harbor Signage Management Policy

BUDGET IMPLICATIONS

Excluding endorsed budgeted staff resources, there are no budget implications in supporting the recommendations associated with approving this request.

No additional funds are required.

CONSULTATION

Director Corporate and Customer Service - Karen Rokicinski

ATTACHMENTS

Attachment 1 - Temporary Event Sign Booking - Port Elliot Show 2026

Attachment 2 - Southern Agricultural Society Inc. Correspondence - 7 September 2026

Attachment 1 - Temporary Event Sign Booking - Port Elliot Show 2026

city of Victor Harbor

VICTOR HARBOR
FEEL IT CALLING

TEMPORARY EVENT SIGNS

Booking ID
16557

City of Victor Harbor
Civic Centre
1 Bay Road
VICTOR HARBOR SOUTH AUSTRALIA 5211
P: +61 8 8551 0500
W: https://www.victor.sa.gov.au
ABN: 87 414 752 632

Customer Details
Jim Harding
[redacted]

Booking Details

Venue: Temporary Event Sign - Hindmarsh Road Sign Board
Venue Address: Hindmarsh Road Victor Harbor South Australia 5211 Australia
Booking Name: Ssouthern agricultural society inc.
Booking Status: Tentative

Checklist Responses

1. Event Name
Port Elliot Show

2. Date of Event
10th & 11th October 2026

3. Is the event within the Victor Harbor Council area?
No

3.1. Where is the event location? In most cases requests for temporary signage promoting events outside of the City of Victor Harbor will not be approved.
Port Elliot Showgrounds incorporating, Victor Harbor, Middleton, Goolwa, Currency Creek, Mount Compass & Port Elliot

4. Description of sign/banner
made by South Coast Signs as per photo

5. Size of Banner
1.8 x 900mm

6. The banner image has been uploaded to Bookable (please note this is required for each Temporary Sign Booking)
Yes



Attachment 2 - Southern Agricultural Society Inc Correspondence - 7 September 2026

SOUTHERN AGRICULTURAL SOCIETY Inc.
PO BOX 399
VICTOR HARBOR SA 5211
1st September 2026

Received By
7 SEP 2026
City of Victor Harbor

CITY of VICTOR HARBOR
1 Bay Road
Victor Harbor SA 5211

Dear Mayor and Councillors,

We are writing this letter asking for your support for our application to place a temporary event sign on the Hindmarsh Road Sign Board from 25th September until 12th October 2026.

The Southern Agricultural Society Inc was founded some 150 years ago in 1869. It was founded to present Agriculture, (cattle, sheep, goats, poultry, horses) Family Activities, (craft, produce, cooking, art) to the public from the surrounding areas.
The first show was held in Middleton in 1869 and was run at various venues along the South Coast for the next twenty years. In 1889 the Society purchased an acreage of land on the north side of Port Elliot then known as Waterport. The Show has since been run there every year except for world wars, severe fires and flooding. It is called the Port Elliot Show because of the nature of its freehold land location.
The Port Elliot Show is always presented and displayed on our free guide, Incorporating : Victor Harbor, Middleton, Goolwa, Currency Creek, Mount Compass & Port Elliot.
Our show this year is on Saturday 10th & Sunday 12th October 2026 and we are expecting around 10,000 visitors over the 2 days similar to our previos 3 years.
Enclosed for your perusal is a copy of our show book guide for our 146th annual show. On our Life Members Board we have listed about fifteen members from the Victor Harbor area.

Yours Faithfully
Jim Harding
Outdoor Co-coordinator.

Document Set ID: 10619659
Version: 1, Version Date: 07/09/2026

12. ENVIRONMENT AND INFRASTRUCTURE

12.1. Request to Name Reserve - Marjorie Tripp Reserve

Committee: Ordinary Council Meeting

Meeting Date: 28 September 2026

Report Author: Rhiannon Scheltus

RECOMMENDATION

That Council endorse the naming of an unnamed reserve located at 30 Yalladoola Road, Victor Harbor SA 5211, comprising CT6294/759 and CT6294/762 to Marjorie Tripp Reserve, in accordance with Section 219(1) of the *Local Government Act 1999*, and that the required notification is undertaken, with the effective date of the change being the date of this resolution.

PURPOSE

The purpose of this report is for Council to consider the naming of an unnamed reserve located at 30 Yalladoola Road, Victor Harbor SA 5211, comprising CT6294/759 and CT6294/762. The location of the reserve is shown in red in Figure 1 below.



Figure 1: Unnamed reserve highlighted for proposal to name Marjorie Tripp Reserve.

BACKGROUND

Nathan Kropinyeri has submitted an email to request that a suitable public place, feature or facility within the Victor Harbor area be named in commemoration of Marjorie Tripp AO.

Marjorie Tripp AO was a proud Ramindjeri Elder with a lifelong and enduring connection to Victor Harbor and the Fleurieu Peninsula. She was one of the most highly respected Ramindjeri Elders of her time and held a deep and unwavering love for her Country, community, and people.

At the age of 17, she became the first Aboriginal woman to serve in the Women's Royal Australian Naval Service, joining in 1963 during a period when Aboriginal people were not yet formally recognised as Australian citizens. Her service represents both a significant national 'first' and a powerful example of resilience and leadership.

Following her service, Marjorie dedicated more than 40 years to improving the lives of Aboriginal and Torres Strait Islander people across South Australia and nationally. She was instrumental in advancing Aboriginal health and aged care, working at both state and national levels to ensure culturally appropriate services and better outcomes for her community. Her work helped shape policy, programs, and systems that continue to benefit Aboriginal people today.

She played a foundational role in establishing key organisations and initiatives, including the Council of Aboriginal Elders of South Australia and the Tandanya National Aboriginal Cultural Institute, and contributed to national advisory bodies that informed government decision-making. She also served as an ATSIC Regional Councillor for nine years, advocating strongly for her community.

Marjorie was a passionate advocate for recognising Aboriginal and Torres Strait Islander servicemen and women. As Chair of the Aboriginal and Torres Strait Islander War Memorial Committee, she led national efforts to raise awareness, secure funding, and ultimately deliver the memorial at Torrens Parade Ground. This stands as a lasting national tribute to Indigenous service personnel.

Her distinguished service was recognised through numerous honours, including the Centenary Medal, the Gladys Elphick Award, multiple NAIDOC and community awards, and her appointment as an Officer of the Order of Australia in 2014. She was also recognised as South Australian Aboriginal Elder of the Year. At the time of her passing, flags were flown at half-mast at government buildings across South Australia, reflecting the depth of respect held for her.

In 2024, her legacy was further formally recognised by the South Australian Government through the naming of the Older Persons Ward at Flinders Medical Centre in her honour, acknowledging her lifelong contribution to aged care and community wellbeing.

Beyond her formal achievements, Marjorie Tripp AO was a matriarch, mentor, and cultural leader. She advocated for her people with strength and dignity, ensured that Aboriginal voices were heard, and worked tirelessly so that future generations could experience greater recognition, respect, and opportunity. Her legacy continues to be felt across communities today.

The application from Nathan Kropinyeri is provided at Attachment 1.

COMMENTARY

Under the Road and Public Place Naming Policy (the Policy), Council has *the mechanism to assign or change the name of public or private roads and public places in accordance with Section 219 of the Local Government Act 1999.*

In accordance with the Policy *assigning or changing the name of a public place or public or private road, including making a final decision, in accordance with the policy framework set by Council, is delegated to the Chief Executive Officer. Assigning or changing the name of a public place or public or private road, not in accordance with the policy framework set by Council, requires a resolution of Council.* Marjorie Tripp is not listed on the Nomenclature Register and as such requires a resolution of Council.

Council acquired the reserve located at 30 Yalladoola Road, Victor Harbor SA 5211, comprising of CT6294/759 and CT6294/762 in 2024 and it has not been named. The applicant, Nathan Kropinyeri has been consulted on the naming of this reserve and is supportive.

The request for naming of the reserve was referred to the Heritage Advisory Group and the Ramindjeri Cultural Heritage Association for consideration. The groups discussed the request and provided their support.

If the recommendation is endorsed and a name is assigned, under Section 219(1) of the *Local Government Act 1999*, we must notify the Office of the Registrar-General of the assignment and provide information about the name of roads and public places in Council's area as requested.

Council must also advise relevant parties of the change of name under Section 219(4) of the *Local Government Act 1999*. Public notice will be given by:

- Publication in the Gazette; and
- Notice on Council's website www.victor.sa.gov.au; and
- Notification in a newspaper that is distributed locally.

If this recommendation is supported, the date of effect for the name change must also be decided. Accordingly, it is proposed that the effective date would be the same date as the Council resolution.

RISK ASSESSMENT

The following risks have been assessed in line with Council's Risk Management Framework and Policy:

Reputation - Should Council decide not to endorse the naming of the reserve after Marjorie Tripp AO, there is a risk of negative community perception and reputational impact. The decision may be viewed as a missed opportunity to recognise and celebrate the cultural heritage, history and contributions of Ramindjeri people. This risk is assessed as ***low.***

REFERENCES

City of Victor Harbor Community Plan 2030

Aspiration 1 - We are a caring, connected and active community

- Objective 1.2 An inclusive community with opportunities for everyone
- Objective 1.3 Provide a variety of open space and recreation opportunities

Other references used:

- City of Victor Harbor's Road and Public Place Naming Policy 2020
- Local Government Act 1999
    - Section 219 - Power to assign a name, or change the name, of a road or public place.

BUDGET IMPLICATIONS

There are sufficient funds in Project # 100051 (*Property*) for the purposes of publication in the Gazette and notification in a local newspaper at an estimated cost of $500.

No additional funds are required.

CONSULTATION

Heritage Advisory Group

Ramindjeri Cultural Heritage Association

Ngarrindjeri Aboriginal Corporation

Acting Director Environment and Infrastructure - Jacob Griffin-Bloy

Project Officer - Louise Hampel

Engineering and Infrastructure Administration Officer - Vicki Francis

ATTACHMENTS

Attachment 1 - Application for Commemorative Naming in Honour of Marjorie Tripp AO

Attachment 1 - Application for Commemorative Naming in Honour of Marjorie Tripp AO

From: "Nathan Kropinyeri" [redacted]
Sent: Mon, 30 Mar 2026 10:54:51 +1030
To: "localgov@victor.sa.gov.au" <localgov@victor.sa.gov.au>
Subject: Proposal for Commemorative Naming in Honour of Marjorie Tripp AO

Dear Chief Executive Officer and Elected Members,

I write to propose that the City of Victor Harbor consider commemorating Marjorie Tripp AO through the naming of a suitable public place, feature, or facility within the Victor Harbor area.

Marjorie Tripp AO was a proud Ramindjeri Elder with a lifelong and enduring connection to Victor Harbor and the Fleurieu Peninsula. She was one of the most highly respected Ramindjeri Elders of her time and held a deep and unwavering love for her Country, community, and people.

At the age of 17, she became the first Aboriginal woman to serve in the Women's Royal Australian Naval Service, joining in 1963 during a period when Aboriginal people were not yet formally recognised as Australian citizens. Her service represents both a significant national "first" and a powerful example of resilience and leadership.

Following her service, Marjorie dedicated more than 40 years to improving the lives of Aboriginal and Torres Strait Islander people across South Australia and nationally. She was instrumental in advancing Aboriginal health and aged care, working at both state and national levels to ensure culturally appropriate services and better outcomes for her community. Her work helped shape policy, programs, and systems that continue to benefit Aboriginal people today.

She played a foundational role in establishing key organisations and initiatives, including the Council of Aboriginal Elders of South Australia and the Tandanya National Aboriginal Cultural Institute, and contributed to national advisory bodies that informed government decision-making. She also served as an ATSIC

Document Set ID: 10530944
Version: 1, Version Date: 30/03/2026

Regional Councillor for nine years, advocating strongly for her community.

Marjorie was a passionate advocate for recognising Aboriginal and Torres Strait Islander servicemen and women. As Chair of the Aboriginal and Torres Strait Islander War Memorial Committee, she led national efforts to raise awareness, secure funding, and ultimately deliver the memorial at Torrens Parade Ground. This stands as a lasting national tribute to Indigenous service personnel.

Her distinguished service was recognised through numerous honours, including the Centenary Medal, the Gladys Elphick Award, multiple NAIDOC and community awards, and her appointment as an Officer of the Order of Australia in 2014. She was also recognised as South Australian Aboriginal Elder of the Year. At the time of her passing, flags were flown at half-mast at government buildings across South Australia, reflecting the depth of respect held for her.

In 2024, her legacy was further formally recognised by the South Australian Government through the naming of the Older Persons Ward at Flinders Medical Centre in her honour, acknowledging her lifelong contribution to aged care and community wellbeing.

Beyond her formal achievements, Marjorie Tripp AO was a matriarch, mentor, and cultural leader. She advocated for her people with strength and dignity, ensured that Aboriginal voices were heard, and worked tirelessly so that future generations could experience greater recognition, respect, and opportunity. Her legacy continues to be felt across communities today.

I make this proposal as her grandson, a Ramindjeri man who grew up in Victor Harbor and attended Victor Harbor Primary School and Victor Harbor High School. I have witnessed firsthand the lasting impact of her work on community and Country.

Naming a place within Victor Harbor after Marjorie Tripp AO would provide a meaningful and enduring recognition of her national contribution and her deep cultural and geographic connection to Ramindjeri Country within this region. It would also

Document Set ID: 10530944
Version: 1, Version Date: 30/03/2026

ensure that her legacy is visibly honoured within the community she was so strongly connected to.

I would welcome the opportunity to provide any further information or support the Council may require in considering this proposal, and I would be pleased to work with Council and relevant Ramindjeri representatives to identify an appropriate location. I can be contacted on [redacted]

Yours sincerely,

Nathan Kropinyeri

Document Set ID: 10530944
Version: 1, Version Date: 30/03/2026

12.2. Stormwater - Crozier Road - Budget Amendment

Committee: Ordinary Council Meeting

Meeting Date: 28 September 2026

Report Author: Jacob Griffin-Bloy

RECOMMENDATION

That Council approve a $60,000 transfer from Capital Project #300152 *(Jenke Road Widening)* to Capital Project #300107 *(Stormwater - Crozier Road)* to accommodate additional project costs identified.

PURPOSE

The purpose of this report is for Council to approve a budget transfer of $60,000 to allow for the completion of the Crozier Road Stormwater project.

BACKGROUND

The Crozier Road Stormwater Project forms part of the broader catchment improvement works identified within Council's Urban Stormwater Management Plan and aims to address long-standing stormwater management challenges within the Crozier Road catchment area. The project was originally developed to improve drainage performance, mitigate flood risk and enhance water quality outcomes in an area where the existing stormwater infrastructure is undersized and the lowest point of the catchment has historically been vulnerable to localised flooding during high-intensity rainfall events.

Following further investigation and updated rainfall modelling, the concept design has been revised to better accommodate contemporary rainfall predictions. The revised approach includes upstream diversion works designed to redirect stormwater before it reaches the low point of Crozier Road, reducing flow volumes within the most flood-prone section of the catchment and improving the overall effectiveness of the stormwater network.

The proposed 2026/27 budget allocation represents the first stage of construction, with further stages anticipated in future years to implement the broader catchment recommendations identified in the Urban Stormwater Management Plan.

As part of the 2026/27 Capital budget, a total project budget of $60,000 was allocated for the Crozier Road Stormwater project, with an additional $70,000 contributed by the Stormwater Management Authority grant.

COMMENTARY

Following the approval of grant funding and a competitive tender process, the Crozier Road Stormwater project has progressed through the detailed design phase for project investigations

and design development. During this phase, additional survey works, underground service investigations, flood modelling updates and engineering design activities were required to adequately define the project scope and ensure compliance with current stormwater design standards. surveying and potholing costs have exceeded the tendered provisional sums. Based on current forecasts, there is insufficient budget remaining to complete the design phase, additional funds are required to complete the project.

Council officers have commenced further discussions with the Stormwater Management Authority regarding potential additional funding opportunities, including support for the completion of the design phase and future construction activities. These discussions aim to strengthen the project's funding position and support delivery of the broader stormwater network improvements identified for the Crozier Road catchment.

The proposed transfer of $60,000 from Capital Project #300152 *(Jenke Road Widening)* to Capital Project #300107 *(Stormwater - Crozier Road)* will accommodate the additional project costs identified and allow the detailed design and supporting investigations to be completed this financial year.

Detailed design has commenced for Capital Project #300152 *(Jenke Road Widening)* however recent consultation with Encounter Lutheran College identified that the school is planning construction activities on the adjoining school grounds commencing in late 2026 until mid-2027. Undertaking both projects concurrently would significantly restrict access to the school and reduce construction efficiency. Deferring the Jenke Road Widening construction to 2027/28 would allow Council to better coordinate works and minimise disruption to stakeholders and the community.

The project team continues with detailed design and including investigating construction efficiencies and scope optimisation opportunities to manage the reduced budget resulting from the proposed budget transfer while maintaining the project's intended outcomes, to improve safety and reduce traffic congestion that impacts the area during peak school times.

RISK ASSESSMENT

The following risks have been assessed in line with Council's Risk Management Framework and Policy:

Financial Management - Additional project costs have been identified and without a transfer to the approved project budget, there is a risk that sufficient funding may not be available to accommodate the forecast costs required to complete the project. This risk is assessed as ***medium***.

Service Delivery - Insufficient project funding will impact the delivery of the scheduled works and result in delays to project completion. This risk is assessed as ***medium***.

REFERENCES

City of Victor Harbor Community Plan 2030

Aspiration 5 - We have services and infrastructure that meet our community's needs

- Objective 5.3 Council assets and infrastructure are managed in a sustainable way to meet current and future needs

Aspiration 6 - We are a financially sustainable and well-governed organisation

- Objective 6.3 Manage council's finances and resources sustainably

Other references used:

- 2026/27 Annual Business Plan and Budget

BUDGET IMPLICATIONS

There are insufficient funds in Project #300107 *(Stormwater - Crozier Road)* for the purpose of completing the project design phase at an estimated cost of $60,000.

The required funds of $60,000 will be transferred, subject to Council approval, from capital Project #300152 *(Jenke Road Widening)* and will result in a reduction in the Jenke Road Widening project budget.

There will be a nil effect on the total capital budget from these amendments.

CONSULTATION

Interim Chief Executive Officer - Graham Pathuis

Acting Director Community and Development - Jodi Roberts

Project Coordinator - Chris Allinson

ATTACHMENTS

Nil

13. MINUTES OF COUNCIL COMMITTEE MEETINGS

13.1. Recreation Centre Management Committee - 18 August 2026

Committee: Ordinary Council Meeting

Meeting Date: 28 September 2026

Report Author: Chelsie Butler

Council Member Representatives: Cr Brayden Mann, Cr Stewart Burns

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RECOMMENDATION

That Council receive and note the minutes of the Recreation Centre Management Committee meeting held on Tuesday, 18 August 2026.

PURPOSE

The purpose of this report is to present the minutes of the Recreation Centre Management Committee meeting held on Tuesday, 18 August 2026.

SUMMARY OF MEETING

A meeting of the Recreation Centre Management Committee was held on Tuesday, 18 August 2026. A copy of the minutes of the meeting are provided at Attachment 1.

RISK ASSESSMENT

The following risks have been assessed in line with Council's Risk Management Framework and Policy:

Legal and Compliance - The minutes were prepared and distributed to members in line with the legislative requirements. This risk is assessed as ***low.***

REFERENCES

City of Victor Harbor Community Plan 2030

Aspiration 6 - We are a financially sustainable and well-governed organisation

BUDGET IMPLICATIONS

Excluding endorsed budgeted staff resources there are no budget implications associated with receiving the Recreation Centre Management Committee minutes.

No additional funds are required.

CONSULTATION

Recreation Centre Management Committee

ATTACHMENTS

Attachment 1 - Recreation Centre Management Committee Minutes - 18 August 2026

Attachment 1 - Recreation Centre Management Committee Minutes - 18 August 2026

MINUTES

Committee: Recreation Centre Management Committee

Meeting Held: Tuesday, 18 August 2026 at 5:30pm

Location: Encounter Room, 1 Bay Road, Victor Harbor SA 5211

Index

1. PRESENT 2
2. ACKNOWLEDGEMENT OF COUNTRY 2
3. APOLOGIES 2
4. CONFIRMATION OF MINUTES 3
4.1. Minutes of Previous meeting - 19 May 2026 3
5. GENERAL BUSINESS 3
5.1. Outstanding Resolutions - August 2026 3
5.2. Recreation Centre Maintenance Report 3
5.3. Recreation Centre Financial Report 4
6. CONFIDENTIAL REPORTS 4
7. NEXT MEETING 4
8. CLOSURE 4

1. PRESENT

Cr Stewart Burns (Chair)
Victor Harbor City Band Inc - Laura McLeod
Victor Harbor High School - Jacobus Geelan
Great Southern Amateur Basketball Association – Boyd Fitton

In Attendance:
Project Officer - Louise Hampel
Governance Officer - Chelsie Butler

2. ACKNOWLEDGEMENT OF COUNTRY

Acknowledgement of Country

The City of Victor Harbor acknowledges the Ramindjeri and Ngarrindjeri people, the Traditional Custodians of the land and surrounding waters where we live and work. We acknowledge their deep connection to Country and pay our respects to Elders past, present and emerging. This respect is extended to Aboriginal and Torres Strait Islander people across Australia.

3. APOLOGIES

Cr Brayden Mann
Victor Harbor Youth Club

City of Victor Harbor

4. CONFIRMATION OF MINUTES

4.1. Minutes of Previous meeting - 19 May 2026

RCMC072026

Moved: Jacobus Geelan

Seconded: Laura McLeod

That the minutes of the Recreation Centre Management Committee meeting held on Tuesday, 19 May 2026 be confirmed as true and accurate.

CARRIED

5. GENERAL BUSINESS

5.1. Outstanding Resolutions - August 2026

RCMC082026

Moved: Laura McLeod

Seconded: Jacobus Geelan

That the Recreation Centre Management Committee receive and note the Outstanding Resolutions - August 2026 report.

CARRIED

5.2. Recreation Centre Maintenance Report

RCMC092026

Moved: Jacobus Geelan

Seconded: Laura McLeod

That the Recreation Centre Management Committee receive and note the Maintenance Report.

CARRIED

City of Victor Harbor

5.3. Recreation Centre Financial Report

RCMC102026

Moved: Laura McLeod

Seconded: Jacobus Geelan

That the Recreation Centre Management Committee receive and note the Financial Report as at 30 June 2026, as provided at Attachment 1.

CARRIED

6. CONFIDENTIAL REPORTS

Nil

7. NEXT MEETING

Tuesday, 17 November 2026 at 5:30pm

8. CLOSURE

The Presiding Member closed the meeting at 5:36pm

13.2. Southern Communities Transport Scheme Advisory Committee - 19 August 2026

Committee: Ordinary Council Meeting

Meeting Date: 28 September 2026

Report Author: Chelsie Butler

Council Member Representatives: Cr Marilyn Henderson

RECOMMENDATION

That Council receive and note the minutes of the Southern Communities Transport Scheme Advisory Committee meeting held on Wednesday, 19 August 2026.

PURPOSE

The purpose of this report is to present the minutes of the Southern Communities Transport Scheme Advisory Committee meeting held on Wednesday, 19 August 2026.

SUMMARY OF MEETING

A meeting of the Southern Communities Transport Scheme Advisory Committee was held on Wednesday, 19 August 2026. A copy of the minutes of the meeting are provided at Attachment 1.

RISK ASSESSMENT

The following risks have been assessed in line with Council's Risk Management Framework and Policy:

Legal and Compliance - The minutes were prepared and distributed to members in line with the legislative requirements. This risk is assessed as ***low.***

REFERENCES

City of Victor Harbor Community Plan 2030

Aspiration 6 - We are a financially sustainable and well-governed organisation

BUDGET IMPLICATIONS

Excluding endorsed budgeted staff resources there are no budget implications associated with receiving the Southern Communities Transport Scheme Advisory Committee minutes.

No additional funds are required.

CONSULTATION

Southern Communities Transport Scheme Advisory Committee

ATTACHMENTS

Attachment 1 - Southern Communities Transport Scheme Advisory Committee Minutes - 19 August 2026

Attachment 1 - Southern Communities Transport Advisory Committee Minutes - 19 August 2026

MINUTES

Committee: Southern Communities Transport Advisory Committee

Meeting Held: Wednesday, 19 August 2026 at 10:00am

Location: Encounter Room, 1 Bay Road, Victor Harbor

Index

1. PRESENT 2
2. ACKNOWLEDGEMENT OF COUNTRY AND DIVERSITY COMMITMENT 2
3. APOLOGIES 2
4. CONFIRMATION OF MINUTES 3
4.1. Minutes of Previous Meeting - 23 June 2026 3
5. PRESENTATIONS 3
6. REPORTS 3
6.1. Outstanding Resolutions - August 2026 3
6.2. Statistic and Brokerage Report - August 2026 3
6.3. Finance Report 4
6.4. Amendments to the Aged Care Act 4
7. OTHER BUSINESS 4
8. CONFIDENTIAL REPORTS 4
9. NEXT MEETING 4
10. CLOSURE 4

1. PRESENT

Cr Marilyn Henderson - City of Victor Harbor (Chair)
Robert McFarland
Robert Hall
Colin Howard

In Attendance:

City of Victor Harbor
Manager Community Wellbeing - Leann Symonds
SCOTS Coordinator - Laura Lewis
Governance Officer - Chelsie Butler

Alexandrina Council
Team Leader Community Development - Anna Schmidt

2. ACKNOWLEDGEMENT OF COUNTRY AND DIVERSITY COMMITMENT

Acknowledgement of Country

The City of Victor Harbor acknowledges the Ramindjeri and Ngarrindjeri people, the Traditional Custodians of the land and surrounding waters where we live and work. We acknowledge their deep connection to Country and pay our respects to Elders past, present and emerging. This respect is extended to Aboriginal and Torres Strait Islander people across Australia.

Diversity Commitment

The City of Victor Harbor is committed to diversity, equity and inclusion. We respect people of all ages, abilities, genders, sexualities, religions, beliefs, cultures and backgrounds.

3. APOLOGIES

4. CONFIRMATION OF MINUTES

4.1. Minutes of Previous Meeting - 23 June 2026

SCTAC172026

Moved: Cr Marilyn Henderson

Seconded: Robert Hall

That the minutes of the Southern Communities Transport Scheme Advisory Committee meeting held on Wednesday, 23 June 2026 be confirmed as true and accurate.

CARRIED

5. PRESENTATIONS

Nil

6. REPORTS

6.1. Outstanding Resolutions - August 2026

SCTAC182026

Moved: Cr Marilyn Henderson

Seconded: Robert McFarland

That the Southern Communities Transport Scheme Advisory Committee receive and note the Outstanding Resolutions - August 2026 report.

CARRIED

6.2. Statistic and Brokerage Report - August 2026

SCTAC192026

Moved: Cr Marilyn Henderson

Seconded: Robert Hall

That the Southern Communities Transport Advisory Committee receive and note the Southern Communities Transport Scheme Statistic and Brokerage Report for period 1 May to 30 June 2026.

CARRIED

SCTAC202026

Moved: Cr Marilyn Henderson

Seconded: Colin Howard

That the Southern Communities Transport Scheme formally acknowledges and thanks Southern Communities Transport Scheme staff for their efforts in delivering the seamless extension of the service.

CARRIED

6.3. Finance Report

SCTAC212026

Moved: Cr Marilyn Henderson

Seconded: Robert McFarland

That the Southern Communities Transport Advisory Committee receive and note the Southern Communities Transport Scheme Finance Report as at 5 August 2026.

CARRIED

6.4. Amendments to the Aged Care Act

SCTAC222026

Moved: Cr Marilyn Henderson

Seconded: Robert McFarland

That the Southern Communities Transport Advisory Committee receive and note the report regarding amendments to the Aged Care Act 2024, which exempts Council Members from the definition of a Responsible Person.

CARRIED

7. OTHER BUSINESS

8. CONFIDENTIAL REPORTS

Nil

9. NEXT MEETING

10am Wednesday, 21 October 2026.

10. CLOSURE

The Presiding Member closed the meeting at 10:50am.

13.3. Fleurieu Region Community Services Advisory Committee - 8 September 2026

Committee: Ordinary Council Meeting

Meeting Date: 28 September 2026

Report Author: Chelsie Butler

Council Member Representatives: Cr Marilyn Henderson, Cr Angela Schiller

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RECOMMENDATION

1. That Council receive and note the minutes of the Fleurieu Region Community Services Advisory Committee meeting held on Tuesday, 8 September 2026.

2. That Council authorise the Mayor to write to relevant Commonwealth and State Government Ministers, with copies provided to local Federal and State Members of Parliament, requesting consideration be given to providing adequate advance notice of decisions regarding the continuation, renewal or cessation of funding for grant-funded community programs and services.

PURPOSE

The purpose of this report is to present the minutes of the Fleurieu Region Community Services Advisory Committee meeting held on Tuesday, 8 September 2026 and to seek Council approval for the Mayor to write to relevant Commonwealth and State Government Ministers requesting consideration be given to providing adequate advance notice of decisions regarding the continuation, renewal or cessation of funding for grant-funded community programs and services.

SUMMARY OF MEETING

A meeting of the Fleurieu Region Community Services Advisory Committee was held on Tuesday, 8 September 2026. A copy of the minutes of the meeting are provided at Attachment 1.

Items with specific recommendations to Council are provided below:

Funding Certainty for Community Programs and Services

The Committee discussed the challenges faced by organisations when decisions regarding the continuation, renewal or cessation of grant-funded programs are provided with limited notice. Members noted that funding decisions are often communicated shortly before, or sometimes after, existing agreements expire, making workforce and service planning difficult.

The Committee acknowledged that funding uncertainty can result in skilled staff seeking alternative employment or being temporarily stood down pending funding advice, impacting service continuity and organisational capacity. The Committee considered that greater advance notice of funding

decisions would assist organisations to plan effectively and minimise disruption to community services.

Accordingly, the Committee resolved to recommend that Council write to relevant Commonwealth and State Government Ministers, with copies provided to local Federal and State Members of Parliament, requesting consideration be given to providing adequate advance notice of decisions regarding the continuation, renewal or cessation of funding for grant-funded community programs and services.

Should this recommendation be endorsed by both City of Victor Harbor and District Council of Yankalilla councils, the correspondence will be issued as a joint letter from the Mayors of the City of Victor Harbor and the District Council of Yankalilla.

RISK ASSESSMENT

The following risks have been assessed in line with Council's Risk Management Framework and Policy:

Legal and Compliance - The recommendation seeks Council endorsement for advocacy to relevant Commonwealth and State Government Ministers and is consistent with Council's role in representing community interests and advocating on matters affecting the wellbeing of the community. This risk is assessed as ***low.***

Reputation - There is a reputational risk that Council may be perceived as not supporting community organisations and services operating within the region if no advocacy is undertaken. Endorsing the recommendation demonstrates Council's commitment to supporting the long-term sustainability of community services that benefit local residents. This risk is assessed as ***low.***

REFERENCES

City of Victor Harbor Community Plan 2030

Aspiration 6 - We are a financially sustainable and well-governed organisation

BUDGET IMPLICATIONS

Excluding endorsed budgeted staff resources there are no budget implications in receiving the Fleurieu Region Community Services Advisory Committee minutes or preparing correspondence regarding funding certainty for community programs and services.

No additional funds are required.

CONSULTATION

Fleurieu Region Community Services Advisory Committee

ATTACHMENTS

Attachment 1 - Fleurieu Region Community Services Advisory Committee Minutes - 8 September 2026

Attachment 1 - Fleurieu Region Community Services Advisory Committee Minutes - 8 September 2026

City of Victor Harbor

MINUTES

Committee: Fleurieu Region Community Services Advisory Committee

Meeting Held: Tuesday, 8 September 2026 at 10:05am

Location: City of Victor Harbor, Encounter Room, 1 Bay Road, Victor Harbor

Index:

1. PRESENT 2
2. ACKNOWLEDGEMENT OF COUNTRY AND DIVERSITY COMMITMENT 2
3. APOLOGIES 2
4. CONFIRMATION OF MEETING 3
4.1. Minutes of Previous Meeting - 14 July 2026 3
5. PRESENTATIONS 3
6. REPORTS 3
6.1. Outstanding Resolutions - August 2026 3
6.2. Country SA Primary Heath Network Update 4
6.3. Ageing Well Programs and Activities Update 4
7. OTHER BUSINESS 4
8. CONFIDENTIAL REPORTS 4
9. NEXT MEETING 4
10. CLOSURE 4

1. PRESENT

Cr Marilyn Henderson (Chair) (City of Victor Harbor)
Cr Angela Schiller (City of Victor Harbor)
Cr Davina Quirke (District Council of Yankalilla)
Leann Symonds - Manager Community Wellbeing (City of Victor Harbor)
Bridget Kennelly - Country Southern Fleurieu Health Advisory Council

In Attendance
Chelsie Butler – Governance Officer (City of Victor Harbor)

2. ACKNOWLEDGEMENT OF COUNTRY AND DIVERSITY COMMITMENT

Acknowledgement of Country

The City of Victor Harbor acknowledges the Ramindjeri and Ngarrindjeri people, the Traditional Custodians of the land and surrounding waters where we live and work. We acknowledge their deep connection to Country and pay our respects to Elders past, present and emerging. This respect is extended to Aboriginal and Torres Strait Islander people across Australia.

Diversity Commitment

The City of Victor Harbor is committed to diversity, equity and inclusion. We respect people of all ages, abilities, genders, sexualities, religions, beliefs, cultures and backgrounds.

3. APOLOGIES

Cr Shane Grocke (District Council of Yankalilla)
Tia Russell - Team Leader Community (District Council of Yankalilla)
Elspeth Radford - Flinders University Rural Medical School

4. CONFIRMATION OF MEETING

4.1. Minutes of Previous Meeting - 14 July 2026

FRCSAC232026

Moved: Cr Marilyn Henderson

Seconded: Cr Davina Quirke

That the minutes of the Fleurieu Region Community Services Advisory Committee meeting held on 14 July 2026 be confirmed as true and accurate.

CARRIED UNANIMOUSLY

5. PRESENTATIONS

Nil

6. REPORTS

6.1. Outstanding Resolutions - August 2026

FRCSAC242026

Moved: Cr Davina Quirke

Seconded: Cr Marilyn Henderson

That the Fleurieu Region Community Services Advisory Committee recommend to the City of Victor Harbor Council and District Council of Yankalilla Council:

a. That Council authorise the Mayor write to relevant Commonwealth and State Government Ministers, with copies provided to local Federal and State Members of Parliament, requesting consideration be given to providing adequate advance notice of decisions regarding the continuation, renewal or cessation of funding for grant-funded community programs and services; and

b. if endorsed by both Councils, the correspondence be issued as a joint letter from the Mayors of the City of Victor Harbor and the District Council of Yankalilla.

CARRIED UNANIMOUSLY

FRCSAC252026

Moved: Cr Marilyn Henderson

Seconded: Cr Angela Schiller

That the Fleurieu Region Community Services Advisory Committee receive and note the Outstanding Resolutions - August 2026 report.

CARRIED UNANIMOUSLY

6.2. Country SA Primary Heath Network Update

FRCSAC262026

Moved: Cr Marilyn Henderson

Seconded: Cr Davina Quirke

That the Fleurieu Region Community Services Advisory Committee receive and note the Country PHN Update Report as provided at Attachment 1.

CARRIED UNANIMOUSLY

6.3. Ageing Well Programs and Activities Update

FRCSAC272026

Moved: Cr Angela Schiller

Seconded: Cr Davina Quirke

That the Fleurieu Region Community Services Advisory Committee receive and note the Ageing Well Programs and Activities Update report.

CARRIED UNANIMOUSLY

7. OTHER BUSINESS

8. CONFIDENTIAL REPORTS

Nil

9. NEXT MEETING

10am Tuesday, 10 November 2026 - to be held at Yankalilla

10. CLOSURE

The Chair declared the meeting closed at 10:57am

13.4. CEO Performance Review Committee - 16 September 2026

Committee: Ordinary Council Meeting

Meeting Date: 28 September 2026

Report Author: Chelsie Butler

Council Member Representatives: Mayor Moira Jenkins, Cr Angela Schiller, Cr Brayden Mann, Cr Michael Quinton

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RECOMMENDATION

That Council receive and note the minutes of the CEO Performance Review Committee meeting held on Wednesday, 16 September 2026.

PURPOSE

The purpose of this report is to present the minutes of the CEO Performance Review Committee meeting held on Wednesday, 16 September 2026.

SUMMARY OF MEETING

A meeting of the CEO Performance Review Committee was held on Wednesday, 16 September 2026. A copy of the minutes of the meeting are provided at Attachment 1.

Items with specific recommendations to Council have been provided as a separate confidential report within this agenda.

RISK ASSESSMENT

The following risks have been assessed in line with Council's Risk Management Framework and Policy:

Legal and Compliance - The minutes were prepared and distributed to members in line with the legislative requirements. This risk is assessed as ***low.***

REFERENCES

City of Victor Harbor Community Plan 2030

Aspiration 6 - We are a financially sustainable and well-governed organisation

BUDGET IMPLICATIONS

Excluding endorsed budgeted staff resources there are no budget implications in receiving the CEO Performance Review Committee minutes.

No additional funds are required.

CONSULTATION

CEO Performance Review Committee

Interim Chief Executive Officer - Graham Pathuis

ATTACHMENTS

Attachment 1 - CEO Performance Review Committee Minutes - 16 September 2026

Attachment 1 - CEO Performance Review Committee Minutes - 16 September 2026

MINUTES

Committee: CEO Performance Review Committee

Meeting Held: Wednesday, 16 September 2026 at 6pm

Location: Encounter Room, 1 Bay Road, Victor Harbor

Index

1. PRESENT 2
2. ACKNOWLEDGEMENT OF COUNTRY AND DIVERSITY COMMITMENT 2
3. APOLOGIES 2
4. CONFIRMATION OF MINUTES 3
4.1. Minutes of Previous Meeting - 20 May 2026 3
5. PRESENTATIONS 3
6. REPORTS 3
6.1. Training and Engagement Activities Undertaken by Chief Executive Officer 3
6.2. Credit Card Expenditure Report 3
6.3. Quarterly update on the 2025/26 Key Performance Activities and Key Performance Indicators (4th quarter) 4
7. OTHER BUSINESS 4
8. CONFIDENTIAL REPORTS 4
8.1. CONFIDENTIAL - Appointment of Qualified Independent Person 4
9. NEXT MEETING 5
10. CLOSURE 5

1. PRESENT

Mayor Moira Jenkins
Cr Brayden Mann
Cr Angela Schiller

In Attendance

Interim Chief Executive Officer - Graham Pathuis
Manager People and Culture - Jody Buchan
Governance Officer - Chelsie Butler

2. ACKNOWLEDGEMENT OF COUNTRY AND DIVERSITY COMMITMENT

Acknowledgement of Country

The City of Victor Harbor acknowledges the Ramindjeri and Ngarrindjeri people, the Traditional Custodians of the land and surrounding waters where we live and work. We acknowledge their deep connection to Country and pay our respects to Elders past, present and emerging. This respect is extended to Aboriginal and Torres Strait Islander people across Australia.

Diversity Commitment

The City of Victor Harbor is committed to diversity, equity and inclusion. We respect people of all ages, abilities, genders, sexualities, religions, beliefs, cultures and backgrounds.

3. APOLOGIES

4. CONFIRMATION OF MINUTES

4.1. Minutes of Previous Meeting - 20 May 2026

CEO152026

Moved: Cr Brayden Mann

Seconded: Cr Angela Schiller

That the minutes of the CEO Performance Review Committee meeting held on Wednesday, 20 May 2026 be confirmed as true and accurate.

CARRIED

5. PRESENTATIONS

Nil

6. REPORTS

6.1. Training and Engagement Activities Undertaken by Chief Executive Officer

CEO162026

Moved: Cr Angela Schiller

Seconded: Cr Brayden Mann

That the CEO Performance Review Committee receives and notes the Training and Engagement Activities Undertaken by the Chief Executive Officer report.

CARRIED

6.2. Credit Card Expenditure Report

CEO162026

Moved: Cr Angela Schiller

Seconded: Cr Brayden Mann

That the CEO Performance Review Committee receives and notes the Credit Card Expenditure report for the period April to June 2026.

CARRIED

6.3. Quarterly update on the 2025/26 Key Performance Activities and Key Performance Indicators (4th quarter)

CEO172026

Moved: Cr Brayden Mann

Seconded: Cr Angela Schiller

That the CEO Performance Review Committee receive and note the end of year update on the 2025/26 key planned activities and CEO's Key Performance Indicators as presented within this report and at Attachment 1.

CARRIED

7. OTHER BUSINESS

Nil

8. CONFIDENTIAL REPORTS

8.1. CONFIDENTIAL - Appointment of Qualified Independent Person

CEO182026

Moved: Cr Brayden Mann

Seconded: Cr Angela Schiller

Pursuant to Section 90(2) of the Local Government Act 1999, the CEO Performance Review Committee orders that all members of the public except the Interim Chief Executive Officer (Graham Pathuis), Manager People and Culture (Jody Buchan) and Governance Officer (Chelsie Butler) be excluded from attendance at the meeting for agenda item - Appointment of Qualified Independent Person.

a. The Committee is satisfied that, pursuant to Section 90(3)(d) of the Act, the information to be received, discussed or considered in relation to this Agenda Item is information the disclosure of which would involve the unreasonable disclosure of information concerning the information to be received, discussed or considered in relation to this agenda item contains commercial information relating to quotations received for the provision of Qualified Independent Person services.

b. The Committee is satisfied that the principle that the meeting be conducted in a place open to the public has been outweighed in the circumstances as competitive commercial information would be disclosed.

CARRIED

City of Victor Harbor

CEO192026 – retained in confidence

CEO202026 - retained in confidence

CEO212026

Moved: Cr Brayden Mann

Seconded: Cr Angela Schiller

That having considered agenda item - Appointment of Qualified Independent Person in confidence under Section 90(2) and (3)(d) of the Local Government Act 1999, the Council;

a. Pursuant to Section 91(7)(a) of the Act orders that the report, attachments and minutes be retained in confidence until an agreement has been signed, or otherwise determined by the Chief Executive Officer: and

b. The public be readmitted to the meeting.

CARRIED

9. NEXT MEETING

Wednesday, 18 November 2026 at 6:00pm

10. CLOSURE

The Presiding Member closed the meeting at 6:15pm

14. SUBSIDIARIES AND REPRESENTATIVE REPORTS

14.1. Southern and Hills Local Government Association 2025/26 Annual Report

Committee: Ordinary Council Meeting

Meeting Date: 28 September 2026

Report Author: Katie Common

RECOMMENDATION

That Council receive and note the Southern and Hills Local Government Association 2025/26 Annual Report.

PURPOSE

The purpose of this report is for Council to receive and note the Southern and Hills Local Government Association's 2025/26 Annual Report.

BACKGROUND

The Southern and Hills Local Government Association (SHLGA) is a regional subsidiary established under the Local Government Act 1999, representing the councils of Adelaide Hills, Alexandrina, Kangaroo Island, Mount Barker, Victor Harbor, and Yankalilla. The Association provides a forum for collaboration, advocacy, and delivery of regional projects and initiatives.

The SHLGA 2025/26 Annual Report was adopted by the SHLGA Board on 11 September 2026. A copy of the Annual Report is provided under separate cover due to size. The report also includes the audited financial statements for the year ending 30 June 2026.

COMMENTARY

The Southern and Hills Local Government Association (SHLGA) reported a productive 2025/26 year and demonstrates the value of the six councils working together on issues that extend beyond individual council boundaries. Some key achievements include:

- Adopted SHLGA's first Advocacy Framework and four-year Advocacy Plan, establishing a coordinated regional approach to advocacy and representation
- Delivered a coordinated State Election advocacy campaign and prepared 10 major advocacy submissions on behalf of member councils
- Strengthened engagement with State and Federal Governments, increasing the visibility of regional priorities and influencing policy and funding discussions

- Launched the Southern and Hills Region Exchange (SHaRe) initiative to support greater regional collaboration and knowledge sharing
- Updated the Regional Roads Database and Action Plan and continued coordination of regional transport funding priorities
- Contributed to advocacy efforts that supported the Australian Government's commitment to a 10-year supplementary local road funding program for South Australia, providing greater funding certainty for councils
- Assisted in securing $2.07 million in Special Local Roads funding for the region
- Helped shape State policy outcomes, including refinements to the ESCOSA Local Government Advice Scheme and stronger recognition of climate-related health risks, integrated planning, transport and regional food security in the State Public Health Plan
- Influenced national discussions on local government funding through submissions to the Federal Inquiry into Local Government Funding and Fiscal Sustainability, highlighting issues affecting growth councils, tourism communities and councils with significant infrastructure responsibilities.

RISK ASSESSMENT

The following risks have been assessed in line with Council's Risk Management Framework and Policy:

Information - No risks have been assessed in relation to the report as it has been provided for information only and no formal decision of Council is required.

REFERENCES

City of Victor Harbor Community Plan 2030

Aspiration 6 - We are a financially sustainable and well-governed organisation

BUDGET IMPLICATIONS

Excluding endorsed budgeted staff resources there are no budget implications in receiving and noting this Southern and Hills Local Government Association 2025/26 Annual Report.

No additional funds are required.

CONSULTATION

Mayor - Moira Jenkins

Interim Chief Executive Officer - Graham Pathuis

Southern and Hills Local Government Association - Lisa Teburea (Executive Officer)

ATTACHMENTS

Attachment Under Separate Cover - Southern and Hills Local Government Association 2025/26 Annual Report

15. MATTERS OF URGENCY

16. QUESTIONS ON NOTICE

17. QUESTIONS WITHOUT NOTICE

18. MOTIONS ON NOTICE

18.1. Motion on Notice - Transparency and Public Disclosure of Heads of Agreement Amendments - Cr Stewart Burns

Committee: Ordinary Council Meeting

Meeting Date: 28 September 2026

Report Author: Jodi Roberts

RECOMMENDATION

(Cr Stewart Burns to propose his motion)

That Council:

1. Acknowledges that the original Precinct HOA dated 10 May 2024 was publicly released and is still available on Council's website, but that subsequent revised and extended Heads of Agreements relating to The Precinct have not been made publicly available.

2. Recognises that since the original Heads of Agreement dated 10 May 2024, numerous revised and extended versions have been executed, including versions extending the expiry date through to 31 December 2026.

3. Requests that the Chief Executive Officer prepare a public report to Council that:

    - identifies in that report every Heads of Agreement, amendment, revision, extension, or replacement agreement entered into, in relation to The Precinct project since 10 May 2024.

    - summarises in that report all material changes made from the original Heads of Agreement.

    - identifies in the report any changes to commercial terms, funding arrangements, risk allocation, Council obligations, subsidy arrangements, leasing structures, design obligations, grant funding requirements, development rights, and buy-back provisions.

    - identifies in that report any clauses that have increased potential financial exposure or contingent liabilities for Council.

    - explains in that report the reasons for each extension and the outstanding matters still being negotiated.

PURPOSE

The purpose of this report is to provide for the consideration of a Motion submitted by Cr Stewart Burns pursuant to Regulation 9(1) of the *Local Government (Meeting Procedures) Regulations 2013* in relation to Transparency and Public Disclosure of Heads Of Agreement Amendments.

A copy of Cr Stewart Burns written submission and preamble is provided at Attachment 1.

COUNCIL MEMBER COMMENTARY

The Precinct is one of the most significant projects currently under consideration by Victor Harbor Council and has been promoted by Council as a major piece of community infrastructure.

The original Heads of Agreement dated 10 May 2024 was publicly released. Since that time, however, numerous revised and extended versions have been negotiated and executed, extending the negotiation period from 2024 through to at least 31 December 2026.

While negotiations are can often be lengthy and complex, transparency demands that the community be able to understand how the project has evolved, particularly where changes may affect Council's financial exposure, future obligations, operational responsibilities, or project risk allocation.

The community is being asked to place its trust in a process that has now extended over several years. Residents are entitled to understand what is being negotiated in their name, what commitments may have changed since the original agreement, and whether Council's position, obligations, risks, or financial exposure have altered over time.

Providing this information will strengthen public confidence in Council, improve transparency and accountability, and ensure informed public discussion about a project of substantial community and financial significance.

In a project of this scale, transparency should be the default position, not the exception.

This motion is requesting all subsequent Heads of Agreement information also be released publicly not just the original document.

OFFICER COMMENTARY

At the Special Council Meeting on 29 April 2024 Council resolved the following:

SC112024

Moved: Cr Marilyn Henderson

Seconded: Cr Michael Quinton

That having considered Agenda Item 5.1 - CONFIDENTIAL - Regional Community Sport and Recreation Precinct - Heads of Agreement in confidence under section 90(2) and (3)(b) of the Local Government Act 1999, the Council,

i. Pursuant to section 91(7) of that Act orders that the report, attachments and minutes be retained in confidence until the negotiations between the third parties and Council have been concluded and/or appropriate legal agreements have been executed or as otherwise determined by the Chief Executive Officer; and

ii. The public be readmitted to the meeting.

CARRIED

As part of the January 2026 review of Confidential Orders, the minutes were released from confidence. However, the associated report and attachments, including the Heads of Agreement, remain subject to a confidentiality order as negotiations between the parties have not concluded and the relevant legal agreements have not yet been executed. Accordingly, the Heads of Agreement has not been released publicly.

The Heads of Agreement has been extended by Council on several occasions, with the most recent extension approved at the Ordinary Council meeting on 24 August 2026, where Council resolved the following:

OC2842026

Moved: Cr Marilyn Henderson

Seconded: Cr Nick McKenzie

That Council authorises the Chief Executive Officer to execute the Heads of Agreement for the Regional Community, Sport and Recreation Precinct with a revised expiry date of 31 December 2026.

CARRIED

7:12pm

A division was called

The Mayor declared the vote be set aside

FOR: Cr Nick McKenzie, Cr Angela Schiller, Cr Carol Schofield, Cr Marilyn Henderson

AGAINST: Cr Stewart Burns, Cr David Kemp

THE MAYOR DECLARED THE MOTION CARRIED

Requests for information relating to the extensions of the Heads of Agreements and any material changes can be made directly by Council Members to Administration and do not require a Motion on Notice or a resolution of Council.

RISK ASSESSMENT

The following risks have been assessed in line with Council's Risk Management Framework and Policy:

Legal and Compliance - In consideration of the Heads of Agreement, Council previously resolved that Pursuant to section 91(7) of that Act orders that the Head of Agreement be retained in confidence until the negotiations between the third parties and Council have been concluded and/or appropriate legal agreements have been executed or as otherwise determined by the Chief Executive Officer. In addition, the disclosure of this information would, on balance, be contrary to the public interest. The benefit to the public at large resulting from withholding the information outweighs the benefit to it of disclosure of the information because the disclosure of the Council's commercial position may severely prejudice Council's ability to be able to negotiate a proposal for the benefit of the Council and the community in this matter. This risk is assessed as ***medium.***

REFERENCES

City of Victor Harbor Community Plan 2030

Aspiration 3 - We manage growth and change responsibly

- Objective 3.1 Support initiatives that grow the economy, strengthen local businesses, and retain people and jobs in Victor Harbor

Aspiration 5 - We have services and infrastructure that meet our community's needs

- Objective 5.2 Plan and provide for a range of community facilities to meet current and future needs
- Objective 5.3 Council assets and infrastructure are managed in a sustainable way to meet current and future needs

Other references used:

- City of Victor Harbor Code of Practice for Access to Meetings and Documents

BUDGET IMPLICATIONS

Excluding endorsed budgeted staff resources there are no budget implications in Preparing this Motion on notice report.

No additional funds are required.

CONSULTATION

Council Member - Stewart Burns

ATTACHMENTS

Attachment 1 - Motion on Notice - Transparency and Public Disclosure of Heads Of Agreement Amendments - Cr Stewart Burns

Attachment 1 - Motion on Notice - Transparency and Public Disclosure of Heads of Agreement Amendments - Cr Stewart Burns

Good afternoon, Graham.

Please find undernoted my Motion on Notice for the next ordinary Council meeting to be held on Monday 28th September 2026.

MOTION ON NOTICE

That Council:

1. Acknowledges that the original Precinct HOA dated 10 May 2024 was publicly released and is still available on Council's website, but that subsequent revised and extended Heads of Agreements relating to The Precinct have not been made publicly available.
2. Recognises that since the original Heads of Agreement dated 10 May 2024, numerous revised and extended versions have been executed, including versions extending the expiry date through to 31 December 2026.
3. Requests that the Chief Executive Officer prepare a public report to Council that:
    - identifies in that report every Heads of Agreement, amendment, revision, extension, or replacement agreement entered into, in relation to The Precinct project since 10 May 2024.
    - summarises in that report all material changes made from the original Heads of Agreement.
    - identifies in the report any changes to commercial terms, funding arrangements, risk allocation, Council obligations, subsidy arrangements, leasing structures, design obligations, grant funding requirements, development rights, and buy-back provisions.
    - identifies in that report any clauses that have increased potential financial exposure or contingent liabilities for Council.
    - explains in that report the reasons for each extension and the outstanding matters still being negotiated.

Associated Commentary to Motion

The Precinct is one of the most significant projects currently under consideration by Victor Harbor Council and has been promoted by Council as a major piece of community infrastructure.

The original Heads of Agreement dated 10 May 2024 was publicly released. Since that time, however, numerous revised and extended versions have been negotiated and executed, extending the negotiation period from 2024 through to at least 31 December 2026.

While negotiations are can often be lengthy and complex, transparency demands that the community be able to understand how the project has evolved, particularly where changes may affect Council's financial exposure, future obligations, operational responsibilities, or project risk allocation.

The community is being asked to place its trust in a process that has now extended over several years. Residents are entitled to understand what is being negotiated in their name, what commitments may have changed since the original agreement, and whether Council's position, obligations, risks, or financial exposure have altered over time.

Providing this information will strengthen public confidence in Council, improve transparency and accountability, and ensure informed public discussion about a project of substantial community and financial significance.

In a project of this scale, transparency should be the default position, not the exception.
This motion is requesting all subsequent Heads of Agreement information also be released publicly not just the original document.

Kind regards,

Cr Stewart Burns

18.2. Motion on Notice - Motorised E bikes - Mayor Moira Jenkins

Committee: Ordinary Council Meeting

Meeting Date: 28 September 2026

Report Author: Hayley Vowles

RECOMMENDATION

(Mayor Moira Jenkins to propose her motion)

That Council request Administration to prepare a report for Council that outlines:

1. the current legislative and regulatory framework governing electric bicycles, personal mobility devices and similar motorised devices in South Australia;

2. the respective roles and responsibilities of Council, the Department for Infrastructure and Transport (DIT), and South Australia Police (SAPOL) in relation to the regulation, management and enforcement of these devices;

3. any existing pathways, mechanisms, exemptions or processes available to seek restrictions, regulatory changes or advocacy outcomes regarding the use of such devices on shared use paths and other public spaces;

4. the types of information, evidence and supporting data that may be required to substantiate future applications, restrictions or advocacy to the State Government; and

5. the options available to Council moving forward to address community concerns relating to the safe operation of electric bicycles, personal mobility devices and similar motorised devices within the Council area.

PURPOSE

The purpose of this report is to provide for Council consideration a Motion submitted by Dr Moira Jenkins pursuant to Regulation 9(1) of the *Local Government (Meeting Procedures) Regulations 2013* in relation to Motorised E bikes.

A copy of Mayor Moira Jenkins' written submission and preamble is provided at Attachment 1.

COUNCIL MEMBER COMMENTARY

Concerns have been raised regarding excessive speeds, modified devices operating outside legislative requirements, and potential conflicts between pedestrians, cyclists and motorised device users.

While some devices are permitted under current South Australian legislation, the regulatory environment is complex and involves multiple agencies, including local government, the

Department for Infrastructure and Transport and South Australia Police. There may also be established State Government processes and mechanisms available in certain circumstances to address local concerns.

Before forming a position on advocacy, restrictions or other interventions, it is appropriate that Council obtain a comprehensive understanding of the current legislative framework, enforcement responsibilities, available pathways and evidentiary requirements. This will enable Council to consider any future action from an informed and evidence-based position and identify the most effective options available to improve community safety on shared use paths and other public areas.

OFFICER COMMENTARY

The preparation of the report requested would provide Council with further information on the applicable legislative framework, relevant agency responsibilities, available regulatory pathways and potential options available to Council in responding to community concerns. It would also assist in identifying any information or evidence that may be required to inform future advocacy, restrictions or other actions that may be considered by Council.

The request is considered reasonable and would support informed decision making by Council on this matter.

RISK ASSESSMENT

There are no significant risks associated with the motion. The requested report will enable Council to better understand the legislative framework, responsibilities of relevant agencies and any available options before considering future advocacy, restrictions or other actions. Any risks associated with future actions will be assessed and reported to Council as part of any subsequent report.

REFERENCES

City of Victor Harbor Community Plan 2030

Aspiration 1 - We are a caring, connected and active community

Aspiration 5 - We have services and infrastructure that meet our community's needs

BUDGET IMPLICATIONS

Excluding endorsed budgeted staff resources there are no budget implications in preparing this report.

Should the motion be supported, staff resources will be required to undertake research and prepare the requested report. This work can be accommodated within existing operational resources.

No additional funds are required.

CONSULTATION

Mayor – Moira Jenkins

Interim Chief Executive Officer - Graham Pathuis

Acting Director Community and Development - Jodi Roberts

ATTACHMENTS

Attachment 1 - Motion on Notice - Motorised E bikes - Mayor Moira Jenkins

Attachment 1 - Motion on Notice - Motorised E bikes - Mayor Moira Jenkins

Outlook

Motion on Notice - Motorised E bikes

From Moira Jenkins <moira.jenkins@victor.sa.gov.au>
Date Fri 11/09/2026 10:28 AM
To Council Member Request

Hi Graham,

Motion on Notice - Motorised E bikes

That Council request Administration to prepare a report for Council that outlines:

1. the current legislative and regulatory framework governing electric bicycles, personal mobility devices and similar motorised devices in South Australia;
2. the respective roles and responsibilities of Council, the Department for Infrastructure and Transport (DIT), and South Australia Police (SAPOL) in relation to the regulation, management and enforcement of these devices;
3. any existing pathways, mechanisms, exemptions or processes available to seek restrictions, regulatory changes or advocacy outcomes regarding the use of such devices on shared use paths and other public spaces;
4. the types of information, evidence and supporting data that may be required to substantiate future applications, restrictions or advocacy to the State Government; and
5. the options available to Council moving forward to address community concerns relating to the safe operation of electric bicycles, personal mobility devices and similar motorised devices within the Council area.

Commentary

Concerns have been raised regarding excessive speeds, modified devices operating outside legislative requirements, and potential conflicts between pedestrians, cyclists and motorised device users.
While some devices are permitted under current South Australian legislation, the regulatory environment is complex and involves multiple agencies, including local government, the Department for Infrastructure and Transport and South Australia Police. There may also be established State Government processes and mechanisms available in certain circumstances to address local concerns.
Before forming a position on advocacy, restrictions or other interventions, it is appropriate that Council obtain a comprehensive understanding of the current legislative framework, enforcement responsibilities, available pathways and evidentiary requirements. This will enable Council to consider any future action from an informed and evidence-based position and identify the most effective options available to improve community safety on shared use paths and other public areas.

Kind regards,
Moira

19. MOTIONS WITHOUT NOTICE

20. CONFIDENTIAL ITEMS

20.1. CONFIDENTIAL - Appointment of Qualified Independent Person

Committee: Ordinary Council Meeting

Meeting Date: 28 September 2026

Report Author: Chelsie Butler

RECOMMENDATION

1. Pursuant to Section 90(2) of the Local Government Act 1999, the Council orders that all members of the public except the Interim Chief Executive Officer (Graham Pathuis), Acting Director Community and Development (Jodi Roberts), Acting Director Environment and Infrastructure (Jacob Griffin-Bloy), Director Corporate and Customer Service (Karen Rokicinski), Acting Group Manager Governance and Finance (Sharon Francis) and Governance Officer (Chelsie Butler) be excluded from attendance at the meeting for agenda item CONFIDENTIAL - Appointment of Qualified Independent Person.

    a. The Council is satisfied that, pursuant to Section 90(3)(d) of the Act, the information to be received, discussed or considered in relation to this Agenda Item is information the disclosure of which would involve the unreasonable disclosure of information concerning the information to be received, discussed or considered in relation to this agenda item contains commercial information relating to quotations received for the provision of Qualified Independent Person services.

    b. The Council is satisfied that the principle that the meeting be conducted in a place open to the public has been outweighed in the circumstances as competitive commercial information would be disclosed.

3. That having considered agenda item CONFIDENTIAL - Appointment of Qualified Independent Person in confidence under Section 90(2) and (3)(d) of the Local Government Act 1999, the Council;

    a. Pursuant to Section 91(7)(a) of the Act orders that the report and minutes be retained in confidence until an agreement has been signed, or otherwise determined by the Chief Executive Officer; and

    b. The public be readmitted to the meeting.

20.2. CONFIDENTIAL - Discretionary Rebate Application - Prop ID 7090

Committee: Ordinary Council Meeting

Meeting Date: 28 September 2026

Report Author: Suzannah Sheldon

RECOMMENDATION

1. Pursuant to Section 90(2) of the Local Government Act 1999 the Council orders that all members of the public, except Interim Chief Executive Officer (Graham Pathuis), Acting Director Community and Development (Jodi Roberts), Acting Director Environment and Infrastructure (Jacob Griffin-Bloy), Director Corporate and Customer Service (Karen Rokicinski), Acting Group Manager Governance and Finance (Sharon Francis) and Governance Officer (Chelsie Butler) be excluded from attendance for Agenda Item - CONFIDENTIAL - Discretionary Rebate Application - Prop ID 7090.

    a. That Council is satisfied that, pursuant to Section 90(3)(a) of the Act, the information to be received, discussed or considered in relation to this Agenda Item is information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead), namely the owner of Property ID 7090.

    b. The Council is satisfied that the principle that the meeting be conducted in a place open to the public has been outweighed by the need to protect the property owner's details, as disclosure may give rise to possible court action.

3. That having considered Agenda Item - CONFIDENTIAL - Discretionary Rebate Application - Prop ID 7090 in confidence under Section 90(2) and (3)(a) of the Local Government Act 1999, the Council:

    a. Pursuant to section 91(7)(a) of that Act orders that the report, attachment and minutes be retained in confidence until the owner of the property has been notified of Council's decision or otherwise determined by the Chief Executive Officer; and

    b. The public be readmitted to the meeting.

20.3. CONFIDENTIAL - Strategic Land Acquisition

Committee: Ordinary Council Meeting

Meeting Date: 28 September 2026

Report Author: Louise Hampel

RECOMMENDATION

1. Pursuant to Section 90(2) of the Local Government Act 1999, the Council orders that all members of the public except, the Interim Chief Executive Officer (Graham Pathuis), Acting Director Community and Development (Jodi Roberts), Acting Director Environment and Infrastructure (Jacob Griffin-Bloy), Director Corporate and Customer Service (Karen Rokicinski), Acting Group Manager Governance and Finance (Sharon Francis) and Governance Officer (Chelsie Butler) be excluded from attendance at the meeting for Agenda Item CONFIDENTIAL - Strategic Land Acquisition.

    a. The Council is satisfied that, pursuant to Section 90(3)(b) of the Act, the information to be received, discussed or considered in relation to this Agenda Item is information the disclosure of which could reasonably be expected to confer a commercial advantage on a person with whom the Council is conducting, or proposing to conduct, business, or to prejudice the commercial position of the Council.

4. That having considered this agenda item CONFIDENTIAL - Strategic Land Acquisition in confidence under Section 90(2) and (3)(b) of the Local Government Act 1999, the Council;

    a. orders that the report and resolutions be retained in confidence until negotiations between third parties and Council have been concluded and/or a contract for sale has been settled or as otherwise determined by the Chief Executive Officer; and

    b. The public be readmitted to the meeting.

20.4. CONFIDENTIAL - Employment Lands Code Amendment

Committee: Ordinary Council Meeting

Meeting Date: 28 September 2026

Report Author: David Read

RECOMMENDATION

1. Pursuant to Section 90(2) of the Local Government Act 1999, the Council orders that all members of the public except, the Interim Chief Executive Officer (Graham Pathuis), Acting Director Community and Development (Jodi Roberts), Acting Director Environment and Infrastructure (Jacob Griffin-Bloy), Director Corporate and Customer Service (Karen Rokicinski), Group Manager Governance and Finance (Kellie Knight-Stacey) and Governance Officer (Chelsie Butler) be excluded from attendance at the meeting for Agenda Item - CONFIDENTIAL Employment Lands Code Amendment.

    a. The Council is satisfied that, pursuant to Section 90(3)(m) of the Act, the information to be received, discussed, or considered in relation to this Agenda Item is information relating to a proposal to prepare or amend a designated instrument under Part 5 Division 2 of the Planning, Development and Infrastructure Act 2016 before the draft instrument or amendment is released for public consultation under that Act.

    b. The Council is satisfied that the principle that the meeting be conducted in a place open to the public has been outweighed in the circumstances as the proposed amendment has not yet been finalised which could result in the public becoming inadvertently misinformed of the proposed changes.

3. That having considered Agenda Item - CONFIDENTIAL Employment Lands Code Amendment in confidence under Section 90(2) and (3)(m) of the Local Government Act 1999, the Council;

    a. Pursuant to Section 91(7)(a) of the Act orders that the report, attachments and minutes be retained in confidence until all associated consultation processes have been completed or as otherwise determined by the Chief Executive Officer; and

    b. The public be readmitted to the meeting.

21. CLOSURE