

Appendix One

APPENDIX 1

Freedom of Information Statement and Legal Disclosures

This Freedom of Information Statement is published by The Barossa Council in accordance with the *Freedom of Information Act 1991*.

Introduction

Subject to certain restrictions, the Freedom of Information Act ("the FOI Act") gives members of the public a legally enforceable right to access information held by South Australian Local Government agencies such as councils. The purpose of this Freedom of Information Statement is to assist members of the public to identify the functions and decision making processes of The Barossa Council ("Council"), detail the type of information held by Council and how it can be accessed by the public.

Council is pleased to comply with the FOI Act and welcomes enquiries. An updated Information Statement will be published on Council's website each financial year. This Information Statement is reflective of Council's Administration as at 30 June 2020.

1. STRUCTURE AND FUNCTIONS OF THE COUNCIL

1.1 FULL COUNCIL AND PROVISIONS FOR MEETING PROCEDURES

Full Council is the decision making body on all Council policy matters. Full Council currently consists of the Mayor and 11 Councillors also known as Elected Members. Council is not divided into Wards.

The following table compares The Barossa Council's representation quota with neighbouring and other comparable councils. The representation quota is obtained by dividing the total number of electors for each council by the number of Elected Members.

Council	Number of Councillors (including Mayor)	Eligible Electors	Electors per representative
Alexandrina	12	20,830	1,735
Barossa Council	12	17,947	1,495
Berri Barmera	9	7,330	814
Copper Coast	10	11,405	1,140
Light Regional	11	10,536	957
Loxton Waikerie	11	8,171	742
Murray Bridge	10	14,625	1,462
Port Pirie	10	12,881	1,288
Victor Harbour	10	12,463	1,246
Wattle Range	12	8,471	705
Yorke Peninsula	12	8,878	739

In accordance with the *Local Government Act 1999* ("the LG Act"), Council is required to hold representation reviews at prescribed intervals, to determine whether the community would benefit from altering Council's composition or ward structure.

During the review, community members are invited to make written submissions on a report prepared by a qualified person, that assesses the representation options available, and also on Council's proposal for future composition and structure (which is based on the initial options report and public feedback). The Barossa Council's next representation review is scheduled to occur from April 2024 to April 2025.

The operations of Council are primarily determined by requirements of the *Local Government Act 1999* ("the LG Act").

Council is established to provide for the government and management of its area at the local level and, in particular:

- (a) To act as a representative, informed and responsible decision-maker in the interests of the community;

- (b) To provide and co-ordinate various public services and facilities and to develop its community and resources in a socially just and ecologically sustainable manner;
- (c) To encourage and develop initiatives within its community for improving the quality of life of the community;
- (d) To represent the interests of its community to the wider community; and
- (e) To exercise, perform and discharge the powers, functions and duties of local government under the Local Government Act and other acts in relation to the area for which it is constituted (section 6 LG Act).

The provisions of the LG Act are supported by the Local Government (Procedures at Meetings) Regulations (the 'Regulations') 2013. The Regulations apply to all Council Meetings and Committees with the exception of the Barossa Assessment Panel (BAP) which is established in accordance with the provisions of the Development Act 1993. In 2020, the BAP was established under the provisions of the Planning, Development and Infrastructure Act 2016 ("PDI Act"). The BAP Terms of Reference are endorsed by Council and the BAP has established its own Operating and Meeting Procedures.

Ordinary meetings of Council are held in the Council Chambers, 43-51 Tanunda Road, Nuriootpa, on the third Tuesday of every month at 9.00am. All meetings are open to the public, with the exception of any matters subject to an order of confidentiality under section 90 of the LG Act. Notices of all meetings of Council and its Committees are available on Council's website at www.barossa.sa.gov.au.

The community can access information about the business of Council through the agendas and associated reports prepared for Council and Committee meetings. Agendas, including Minutes of the previous meetings and supporting documents, are placed on public display no less than three days prior to Council meetings and are available on Council's website and at the Principal Office and branches of Council. Minutes of meetings are available on the website within five days of the Council meeting.

1.2 COUNCIL COMMITTEES AND SUBSIDIARIES

Schedule 1 of this Statement lists the various committees of Council and identifies under which section of the LG Act, Development Act or PDI Act they have been formed. It also lists Council's advisory groups and working parties which advise Council of important issues within the community.

Committees streamline Council business and assist in the performance of its functions. Committees meet at intervals determined in their Terms of Reference and make recommendations to Council. Meetings are open to the public with the exception of any matters subject to an order of confidentiality under section 90 of the LG Act.

Chapter 6 of the LG Act and the Regulations prescribe the way meetings of a Council and its Committees are to be conducted.

1.3 EXTERNAL COMMITTEES/BOARDS/ASSOCIATIONS

Council participates in a number of Committees, Boards and Associations, which have been established outside of the LG Act or are hosted beyond Barossa borders, comprising Elected Members, staff, and the public, and these are listed in Schedule 1.

1.4 DELEGATIONS

In accordance with sections 44 and 101 of the LG Act, the Council has delegated relevant powers and/or functions to the Chief Executive Officer who then sub-delegates to an employee, a Committee, or an authorised person. Council has also delegated relevant powers and/or functions directly to the Barossa Assessment Panel and the Strategic Planning and Development Policy Committee.

Council's Delegations Register reflects the delegated authority from the Council to the Chief Executive Officer (and subsequently any further sub-delegations), and any delegated authority directly from Council to Committees and officers. The Delegations Register is required to be reviewed within 12 months after the conclusion of a periodic election. During the reporting period, the Delegations Register was updated as legislation changes and is available to be viewed by the public on request at the Principal Office during ordinary working hours or anytime on Council's website at www.barossa.sa.gov.au.

1.5 FUNCTIONS OF COUNCIL

The functions of Council are set out in section 7 of the LG Act and are listed below:

- o To plan at the local and regional level for the development and future requirements of its area.
- o To provide services and facilities that benefit its area, its ratepayers and residents, and visitors to its area including general public services or facilities (including water services, and waste collection, control or disposal services or facilities), health, welfare or community services or facilities and cultural or recreational services for facilities.
- o To provide for the welfare, well-being and interests of individuals and groups within its community.
- o To take measures to protect its area from natural and other hazards and to mitigate the effects of such hazards.
- o To manage, develop, protect, restore, enhance and conserve the environment in an ecologically sustainable manner and to improve amenity.
- o To provide infrastructure for its community and for development within its area (including infrastructure that helps to protect any part of the local or broader community from any hazard or other event, or that assists in the management of any area).
- o To promote its area and to provide an attractive climate and locations for the development of business, commerce, industry and tourism.
- o To establish or support organisations or programs that benefit people in its area or local government generally.
- o To manage and, if appropriate, develop public areas vested in, or occupied by, Council.
- o To manage, improve and develop resources available to Council.
- o To undertake other functions and activities conferred by or under an Act.

Section 41 of the LG Act empowers Council to establish Committees:

- o To assist Council in performance of its functions.
- o To inquire into and report to Council on matters within the ambit of Council's responsibilities.
- o To provide advice to Council.
- o To exercise, perform or discharge delegated powers, functions or duties.

1.6 SERVICES FOR THE COMMUNITY

Council is required by legislation to:

- o determine policies to be applied by Council
- o develop and adopt Strategic Management Plans
- o prepare and adopt annual business plans and budgets
- o establish an Audit Committee
- o develop appropriate policies, practices and processes of internal control
- o set performance objectives
- o establish processes for the internal review of Council actions
- o determine the type, range and scope of projects to be undertaken by the Council
- o deliver planning and development services

- o deliver dog and cat management services
- o deliver fire prevention services and
- o provide any necessary administrative services to support Council's functions.

Other services and activities are provided through the decision making processes of Council in response to the local needs, interests and aspirations of individuals and groups within its community to ensure that Council resources are used equitably.

Other services provided by Council:

Arts Programs	Public Cemeteries
Car Parks	Public Libraries
Civic Affairs – Citizenship Ceremonies	Public Seating
Community Halls	Public Swimming Pools
Community Home Assistance Services	Public Toilets
Cycle Tracks	Rate Collection
Customer Service Information	Recreational / Sporting Facilities / Reserves
Development Controls	Recycling
Dry Zones	Road / Footpath / Kerbing
Emergency Services	School Crossings / Traffic Lights
Environmental Health	Septic Tank Effluent Disposal Schemes
Flood Prevention	Street Beautification
Food Inspections	Street Closures
Gallery Exhibitions	Street Lighting
Garbage Collection	Street Sweeping
Heritage Preservation	Stormwater Drainage
Litter Bins	Traffic Control Devices
Immunisation Programs	Transport Assistance
Parking Bays	Visitor / Tourist Information
Parking Controls	Volunteer Coordination
Parks and Reserves	Youth Development
Playground Equipment	War Memorials

2. PUBLIC PARTICIPATION

Members of the public have a number of opportunities to put forward their views on particular issues before Council.

- o **Deputations at Meetings** - With the permission of the Mayor or Committee Chair, a member of the public can address the Council or a Committee on any issue within the Council's jurisdiction.
- o **Petitions** - Written petitions can be addressed to the Council on any issue within the Council's jurisdiction.
- o **Written requests** - A member of the public can write to the Council on any Council policy, activity or service.
- o **Elected Members** - Members of the public can contact any Elected Member of Council to discuss any issue relevant to Council.
- o **Staff Members** - Members of the public can contact Council staff to discuss any issue relevant to Council.
- o **Participation** - Any member of the public can provide feedback to Council during a community consultation process.
- o **Council's website** – Members of the public can leave a customer request on Council's website at www.barossa.sa.gov.au and at Council's online engagement portal <https://yoursay.barossa.sa.gov.au/>
- o **Social Media** – Members of the public can discuss issues of concern via Council's Facebook page at <https://www.facebook.com/thebarossacouncil/>

2.1 PUBLIC CONSULTATION POLICY

Public consultation is undertaken and promoted in accordance with Council's Public Consultation Policy and section 50 of the LG Act. Section 50 requires the Policy to identify steps Council intends to take where the Act requires consultation and provides for the steps to vary according to the class of decisions to be made by Council. A copy of Council's Public Consultation Policy is available on Council's website. To fulfil the requirements of this Policy, Council has identified a range of options available to it to communicate information to interested persons and invite submissions. Council can add to these options for specific purposes.

As a minimum, Council will publish a Notice in a newspaper circulating in the area, as well as on its website, describing the matter for which public consultation is required, and invite interested persons to make submissions to Council within a period, being at least twenty one days stated in the Notice. Council will consider any submission received as part of its decision making process and will also have regard to any relevant legislation.

On 8 April 2020, a notice was issued by the Minister for Transport, Infrastructure and Local Government pursuant to section 302B of the LG Act, the *Public Access and Public Consultation Notice (No 2) 2020 (Notice No. 2)*, varying or suspending the operation of specific provision of the LG Act as part of the COVID-19 emergency response. Council reviewed and updated its Public Consultation Policy in line with Notice No. 2 on 19 May 2020:

- suspending the statutory requirement to hold public meetings as part of a public consultation process;
- suspending any other requirement to hold public meetings; and
- suspending any other requirement to undertake in person consultation;

These suspensions were in force from Council adopting these changes on 19 May 2020, to the end of the reporting period. The details of these suspensions can be found in Council's Public Consultation Policy, available on the website www.barossa.sa.gov.au.

3. ACCESS TO COUNCIL DOCUMENTS

3.1 DOCUMENTS AVAILABLE FOR INSPECTION

Most information and documentation held by Council is available for public viewing and is readily available without recourse to the Freedom of Information Act and Council invites members of the public to discuss their information needs with staff members.

The documents listed in Schedule 2 of this Statement are available for public inspection at Council's Principal Office, 43-51 Tanunda Road, Nuriootpa, during ordinary office hours (9.00am to 5.00pm, Monday to Friday) free of charge. Members of the public may also purchase copies of these documents at the cost indicated by Council (postage and packing additional if mailed) as detailed on Council's website. Many of these documents are also available on Council's website where the public may view them.

3.2 OTHER INFORMATION REQUESTS UNDER THE FREEDOM OF INFORMATION ("FOI") ACT

3.2.1 Access to Council Records

Requests for other information not included in paragraph 3.1 above will be considered in accordance with the FOI Act.

An application for access to Council information which is not publicly available must meet all of the following criteria before Council's Accredited FOI Officer can process it. The application should:

- o Be in writing (Council has a [Freedom of Information Application](#) available on the website and at all Council offices);
- o Specify that it is made under section 13 of the FOI Act;

- o Be accompanied by an application fee (unless the individual is entitled to have the fee waived and can supply relevant concession card proof);
- o Contain such information concerning the requested document(s) as is reasonably necessary to enable the Council to identify it;
- o Specify an address (which must be in Australia) to which notices regarding the application should be sent; and
- o Be lodged at the Principal Office (43-51 Tanunda Road, PO Box 867, Nuriootpa, SA 5355) or Council branch office during normal opening hours – applications to be marked for the attention of the Accredited Freedom of Information Officer.

If the documents relate to the applicant's personal affairs, proof of identity will be requested.

If the documents are being sought on behalf of another person relating to their personal affairs, Council will ask for a consent form signed by that person.

Forms of access may include:

- o inspection or copies (subject to copyright laws) of documents
- o transcripts of recorded documents
- o a photograph, x-ray, DVD or other medium in or which information is recorded or stored

An application will be dealt with on behalf of Council by the Accredited FOI Officer as soon as practicable and within 30 days after it is received in the required format, unless an extension of time is sought in accordance with the FOI Act. The Accredited FOI Officer may assist the applicant to direct the application to another agency or transfer the application to another agency if appropriate.

If the FOI Officer refuses access to a document, s/he will confirm in writing why the document is restricted.

In accordance with the Freedom of Information (Fees and Charges) Regulations 2018 and the Freedom of Information (Fees) Notice 2020, the following inclusive fees will apply. (No fee required for current concession card holders or if payment of the fee would cause financial hardship). Council retains at all times a discretion to waive, reduce or remit a fee for any reason it thinks fit (section 53(2a) FOI Act).

Application Fee	\$37.50
Administration costs for processing personal affairs application	2 hours free, then \$14.10 per 15 mins
Administration costs for processing all other applications	\$14.10 per 15 mins
Photocopy charge	\$0.20 per A4 page
Written transcript of words recorded or contained in document	\$8.40 per A4 page
Photograph, x-ray, DVD or other medium in or on which information is recorded or stored	The actual charge in producing copy
Postage or delivery charges	Cost as incurred
Application Fee for Internal Review of FOI determination by Council	\$37.50

Fees are accurate at the time of printing but are subject to review of the FOI Regulations and Council's Fees and Charges Register, available on Council's website www.barossa.sa.gov.au.

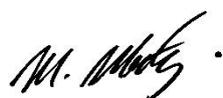
If, in the FOI Officer's opinion, the cost of dealing with an application is likely to exceed the application fee, an advance deposit may be requested. The request will be accompanied by a notice that sets out the basis on which the amount of the deposit has been calculated. The FOI Officer will endeavour to work with the applicant to define the scope of the request and the costs involved.

3.2.2 Amendment to Council Records

The FOI Act also provides for the amendment of documents held by Council which contain personal information which is incomplete, incorrect, and out of date or misleading. To gain access to these Council records, a person must complete and lodge with Council an application form as outlined in paragraph 3.2.1 above outlining the records that s/he wishes to inspect.

If it is found that the records require amendment, details of the necessary changes are to be lodged with Council's Accredited FOI Officer. There are no fees or charges for the lodgement or the first two hours of processing this type of application and where there is a significant correction of personal records and the mistakes were not the applicant's, any fees and charges paid for the original application will be fully refunded.

Further information regarding the FOI Act can be located at the [State Records website](#).



Martin McCarthy
Chief Executive Officer

6 November 2020 *(all information accurate at the time of publishing)*

Schedule 1: Council Committees

COUNCIL COMMITTEES ESTABLISHED UNDER SECTION 41 OF THE LOCAL GOVERNMENT ACT

- o Audit – to monitor the participation of management and the external auditors in the financial reporting process; oversee and make recommendations on the approach used by management to address business risks; review and make recommendations on how Council's corporate, financial governance and legal responsibilities are addressed.

Allowances for external members of the Audit Committee are set by Council, and were as follows for the 2019-2020 financial year:

Chairperson	\$575 (GST exclusive) per meeting
Independent Members	\$370 (GST exclusive) per meeting
Elected Members	NIL

- o Community Assistance Scheme - to manage Heritage Grants, Community Grants and Youth Grants, to non-profit groups, clubs and organisations within the Council district, towards projects and activities that contribute community development.

Facilities Management and Township Committees

- o Barossa Bushgardens
- o Barossa Regional Gallery

COUNCIL ADVISORY GROUPS ESTABLISHED BY COUNCIL RESOLUTION

- o Angaston Recreation Park and Hall Volunteer Group
- o Angaston Town Hall Advisory Group
- o Community Transport and Home Assist Advisory Group
- o Curdnatta Recreation Park Volunteer Group
- o Disability Action and Inclusion Advisory Group
- o Lyndoch & Districts Community Volunteer Group
- o Lyndoch Hall Volunteer Group
- o Moculta Recreation Park and Soldiers' Memorial Hall Volunteer Group
- o Murray Recreation Park Volunteer Group
- o Old Union Chapel Volunteer Group
- o Rowland Flat Memorial Community Centre Volunteer Group
- o Stockwell Recreation Park and Stockwell Hall Volunteer Group
- o Tanunda Recreation Park Volunteer Group
- o Volunteering Barossa and Light Advisory Group
- o Williamstown Community Council Volunteer Group
- o Williamstown Soldiers' Memorial Hall Volunteer Group
- o Williamstown Queen Victoria Jubilee Park Volunteer Group
- o Youth Advisory Committee

Working Parties/Groups

- o Business Continuity
- o Culture Hub Stakeholder Group
- o Dry Zone Working Party
- o Regional Cycle Trail Working Group
- o Tanunda Recreation Park – Landscape Working Group
- o The Big Project – Barossa Regional Culture Hub – Detailed Design Working Group
- o The Big Project – Lyndoch Recreation Park – Detailed Design Working Group
- o COVID-19 Recovery Working Group
- o Boundary Reform Working Group

COUNCIL COMMITTEES ESTABLISHED UNDER SECTION 42 OF LOCAL GOVERNMENT ACT (SINGLE

COUNCIL SUBSIDIARY)

- o **Nuriootpa Centennial Park Authority (trading as the Barossa Valley Tourist Park)** - manages the Caravan Park, and sporting facilities within the Park, on behalf of Council.

COUNCIL COMMITTEES ESTABLISHED UNDER SECTION 43 OF LOCAL GOVERNMENT ACT

- o **Gawler River Floodplain Management Authority** includes the Councils of Adelaide Plains (formerly Mallala), Adelaide Hills, Gawler, Barossa, Light and Playford and co-ordinates the construction, operation and maintenance of flood mitigation in the Gawler River area.
- o **Central Local Government Region (trading as Legatus Group)** consists of Barossa, Barunga West, Clare and Gilbert Valleys, Copper Coast, Flinders Ranges, Light, Adelaide Plains (formerly Mallala), Mount Remarkable, Northern Areas, Orroroo/Carrieton, Peterborough, Port Pirie, Wakefield and Yorke Peninsula and is established to undertake co-ordinating, advocacy and representational roles on behalf of its Constituent Councils at a regional level.

COUNCIL COMMITTEES ESTABLISHED UNDER THE DEVELOPMENT ACT 1993

- o **Building Fire Safety Committee** - responsible for all matters arising under section 71 of the Development Act 1993 (and corresponding section 157 of the Planning, Development and Infrastructure Act 2016) which are of a building fire safety nature.
- o **Barossa Assessment Panel** - responsible for all matters arising under Part 4 of the Development Act 1993 and the Development Regulations 1993 which are of a development control nature (subject to prescribed limitations) and as a relevant authority under the Planning Development and Infrastructure Act 2016. Allowances for external Barossa Assessment Panel members are set by Council, and are as follows:

Chairperson	\$500 (GST exclusive) per meeting
Independent Members	\$300 (GST exclusive) per meeting
Elected Members	NIL

- o **Strategic Planning and Development Policy Committee** - to develop strategic planning and development policy and initiate projects for the orderly and sustainable development for all areas of Council.

COUNCIL COMMITTEES ESTABLISHED UNDER THE WORK HEALTH AND SAFETY ACT 2012

- o **Work Health and Safety Committee** - responsible for all matters arising under Part 5, Division 4 of the Work Health and Safety Act 2012.

EXTERNAL COMMITTEES / BOARDS / ASSOCIATIONS

Council participates in a number of External Committees, Boards and Associations, comprising Elected Members, staff and members of the public. They are:

- o Association of Tanunda STEDS Irrigators Inc.
- o Barossa and District Health Advisory Council Inc.
- o Barossa Partnerships
- o Barossa Regional Procurement Group
- o Barossa Zone Emergency Management Committee
- o Eastern Hills and Murray Plains Catchment – Local Action Planning Committee
- o Junction Women's Housing Regional Reference Group
- o Local Government Association
- o Local Government Emergency Liaison Officer
- o Local Government Finance Association of South Australia
- o Penrice Consultative Committee
- o Ranges to River Local Government Advisory Committee
- o Seniors' Collaborative Action Project (SCAP)
- o SA Housing Trust/Adelaide Brighton Cement Cottages Committee
- o South Australian Cricket Infrastructure Strategy Reference Group
- o South Para Natural Resource Management Committee

- o St John Ambulance – Mount Pleasant Division Board
- o The Barossa, Light and Gawler Regional Heritage Network
- o Tourism Barossa Inc.
- o Mount Lofty Ranges World Heritage Bid Project Steering Group

Schedule 2: Documents Available for Inspection

GENERAL

- o Council Agendas
- o Council Minutes
- o Documents and reports to the Council or Council committee that are not of a confidential nature under section 90 of the LG Act
- o Recommendations adopted by resolution of the Council
- o Section 41 Committee Agendas not of a confidential nature under section 90 of the LG Act
- o Section 41 Committee Minutes not of a confidential nature under section 90 of the LG Act
- o Annual Budget
- o Annual Report
- o Annual Financial Statements
- o Council By-Laws
- o Current Plan Amendment Reports
- o Voters' Roll
- o Freedom of Information Statement

CODES OF CONDUCT OR PRACTICE KEPT AS REQUIRED BY THE LOCAL GOVERNMENT ACT 1999

- o Code of Conduct for Council Members
- o Code of Conduct for Employees
- o Code of Practice for Access to Council and Committee Meetings and Associated Documents

REGISTERS KEPT AS REQUIRED BY THE LOCAL GOVERNMENT ACT 1999

- o Authorised Officers and Persons
- o Assessment Book
- o Campaign Donation Returns (for Local Government Elections)
- o Community Land
- o Development Applications
- o Barossa Assessment Panel Members' Interests
- o Delegations
- o Elected Members Allowances and Benefits
- o Elected Members' Gifts and Benefits
- o Elected Members' Interests and online extract of the Register of Interests
- o Dogs
- o Employees' Gifts and Benefits
- o Employees' Interests
- o Employees' Salaries, Wages and Benefits
- o Fees and Charges
- o Public Streets and Roads
- o Parking Controls
- o Released Confidential Items (Council)
- o Released Confidential Items (Audit Committee)

REGISTERS KEPT AS REQUIRED BY THE LOCAL GOVERNMENT (ELECTIONS) ACT 1999

There are no registers required to be kept under this Act. However, campaign donation returns are prepared by candidates and saved in this Register.

KEY PLANS

- o Annual Budget
- o Annual Business Plan
- o Annual Report
- o Audited Financial Statement
- o Community Plan
- o Community Land Management Plans
- o Corporate Plan
- o Disability Access and Inclusion Action Plan
- o Infrastructure and Asset Management Plans
- o Long Term Financial Plan
- o Regional Public Health Plan

POLICIES

- o Access to Council and Committee Meetings and Associated Documents
- o Assessing and Handling Working with Children and Criminal History Information
- o Asset Accounting
- o Asset Management
- o Australian Citizenship Ceremonies
- o Budget and Business Plan and Review
- o Building and Swimming Pool Inspection
- o Building Inspection
- o Building Fire Safety
- o Caretaker
- o Community Assistance Scheme
- o Complaint Handling
- o Council Development assessment panel – Complaints Handling
- o Community Emergency Management
- o Complaint Handling under the Code of Conduct for Council Members
- o Copyright Management
- o Corporate Wardrobe
- o Council Motor Vehicle
- o COVID-19 Recovery- Business Assistance Grant
- o COVID-19 Recovery - Community Assistance Grant
- o Customer Service
- o Debt Recovery
- o Defence Reserve Leave
- o Development Fee Exemptions for Community Organisations
- o Development Plan Consent Delegation Policy
- o Drug and Alcohol
- o Disposal of Land and Other Assets
- o Elected Members' Allowances and Benefits
- o Elected Members' Training and Development
- o Emergency Management
- o Emergency Services Leave
- o Employee Assistance Program
- o Employee Travel and Accommodation
- o Equal Opportunity, Equity, Diversity, and Inclusion
- o Farm Buildings
- o Fraud and Corruption Prevention
- o Funding
- o Graffiti
- o Hazard Management
- o Hazardous Work
- o Health and Wellbeing

- o Health Septic Tanks
- o Hospitality
- o Human Resource Management
- o Induction
- o Informal Gatherings
- o Internal Review of Council Decisions
- o Knowledge Management
- o Lease and License
- o Legacy Policy Statements
- o Long Service Leave
- o Media and Communications
- o Memorials on Community Land
- o Mobile Device
- o Mobile Food Vendor
- o Non-current Asset Accounting
- o Order Making
- o Performance Appraisal
- o Privacy
- o Procurement
- o Property Identification
- o Prudential Management
- o Public Consultation
- o Public Interest Disclosure
- o Rates Hardship
- o Rating
- o Records Management
- o Recognition of Employee Service
- o Register of Interests
- o Request for Service
- o Reviewing and Withdrawing Expiation Notice
- o Risk Management
- o Safety of Children and Vulnerable Adults
- o Selection of Road and Public Names
- o Social Media
- o Supplementary Elections
- o Supplementary Hardship for Residential Water Service Customers
- o Training and Professional Development (Employees)
- o Transportable Buildings
- o Travel and Accommodation (Employees)
- o Treasury Management
- o Use of Council Technology Resources
- o Use of Council Plant for Private Works
- o Volunteer Management
- o Waste Management Services
- o Work Health Safety Administration
- o Work Health Safety Consultation and Communication
- o Work Health Safety Contractor Management
- o Work Health and Safety and Return to Work

A number of other Council documents are made available for public inspection at the Principal Office at 43-51 Tanunda Road, Nuriootpa SA 5355 in accordance with Section 132 and Schedule 5 of the Local Government Act 1999. Members of the public may purchase copies of these documents by payment of the fees set out in the Fees and Charges Register. Many of these documents are also available for viewing on Council's website at www.barossa.sa.gov.au.